

### Example Agenda #1

Agenda Item	Time	Notes
Arrival and agenda	1:45-2:00pm	With a brief walk through the company
Presentation: Translational Development in SF	2:00-2:45pm	Formal presentation with Q&A
ExCITe visitor Intros	2:45-3:10pm	Attendees shared projects, career interests, and what they hope to learn on visit
Group Topic: Translational Research & Development	3:10-3:50pm	Open forum with a lot of career development questions
Group Topic: Translational Development & Clinical Operations	3:50-4:30pm	Open forum with a lot of career development questions
Networking: Refreshments and snack	4:30-5:00pm	Time to ask follow-up questions and get to know industry professionals