Power Electronics Lab Meetings – PELM

1. **Formalities**

1. PELM sessions take place once a month, on Fridays at 4 pm, with a maximum duration of 1 hour, ending at most at 5 pm (snack included and shared).

2. Punctuality will be a point of honor for all registered participants.

3. The speaker can choose one of three options for his presentation/discussion:

A. This typology of session corresponds to the classic presentation/discussion – in an informative context and with the intention of the speaker to share his scientific work, receive feedback on it, and train his oratory skills.

B. This session typology is intended for informal presentation/discussion of a problematic issue. The objective is to contextualize the audience in a certain theme and expose the difficulties or ideas they have to solve it. In this aspect, the main objective is to involve the audience in the problem and receive/exchange ideas, in order to find some paths that eventually enable the resolution of the problem presented!

C. Finally, this typology of session is intended for the presentation of a work already exposed in a conference, and the speaker and the audience can identify future lines of investigation with this session.

4. Researchers, speakers, participants are encouraged to choose Option B, as it is more interesting, in order to help them solve their problems and therefore more constructive! Additionally, preparing for the problem statement is a synthesis exercise that in itself will benefit the speaker's work.

5. Each presentation/discussion (A, B or C) of PELM will be done in 2 parts: in the 1st part - presentation will have a max. 20 min (recommended will be between 10 - 15 min), in the 2nd part - discussion will have a max. 40 min (this part can include the snack and will have a recommended duration of 20 - 30 min).

6. Researchers, speakers, participants are invited to present the topic or work they are developing, where they feel comfortable and where they need support from colleagues, professors, or other speakers.

1. **Pedagogical & Scientific Objectives**

1. Share with the group the progress of each team/researcher's work

2. Act as a knowledge management/sharing mechanism within the group itself (so that what is done is not lost...).

3. Contribute so that teams/researchers can clean up edges in their work and can move more quickly towards the objective, both individual and collective/group.

4. Improve personal posture inherent in self-disclosure as well as public speaking skills through constructive and effective group feedback.

5. Improve the quality and increase the quantity of scientific production in a relatively simple but effective way.

6. Promote the quality of scientific research carried out by the PE group.

7. Increase the impact and recognition of the group inside and outside the University

1. **Procedure**

1. 15 days in advance, a speaker is invited to present a summary on a topic of interest.

2. The presentation is defined by the speaker according to one of Options A, B or C.

3. The abstract is sent via email together with the call for that month's session.

4. There will be months when the guest speaker will be external, but always in the common interest of the group members.

5. There will be months (hopefully not many) when there will be no material for the session – in which case it skips to the next month.

Note: As an example, there are some themes that can be explored, regardless of the choice of typology: A, B or C:

a) review on a topic.

b) Progress of scientific work related to projects/docs.

c) Discussion about software programs (or simulations), difficulties encountered and others to be resolved.

d) Discussion of developed software modules that can be shared.

e) Discussion of electronic modules, difficulties encountered and others to be resolved.

f) Discussion of electronic modules developed and their possible integration in other projects.

g) Presentation of new work tools/software/hardware modules that they believe will benefit the group.

1. **Participants**

1. PELM sessions are open to colleagues, ex-colleagues, mentors and teachers from the “power electronics” group.

2. Participation is free (snack included) and sharing experiences and input for the discussion will be very welcome.

3. For the PELM sessions, speakers from the industrial sector will also be invited in order to give a practical overview of the (to be discussed!) themes in question.