

# Annual Technology Assessment Gathering

Date: [Insert Date]

Location: [Insert Location]

Time: [Insert Start Time] - [Insert End Time]

## Agenda

1. **Welcome and Introduction**
  - Time: [Insert Time]
  - Presenter: [Insert Name]
2. **Keynote Address**
  - Time: [Insert Time]
  - Presenter: [Insert Name]
3. **Breakout Sessions**
  - Session 1: [Insert Topic]
    - Time: [Insert Time]
    - Facilitator: [Insert Name]
  - Session 2: [Insert Topic]
    - Time: [Insert Time]
    - Facilitator: [Insert Name]
4. **Panel Discussion**
  - Time: [Insert Time]
  - Moderator: [Insert Name]
5. **Networking Lunch**
  - Time: [Insert Time]
6. **Closing Remarks**
  - Time: [Insert Time]
  - Presenter: [Insert Name]

Thank you for your participation. Looking forward to a fruitful gathering!