



APPROACH

Advanced Photonic PRocesses for novel sOlar energy hArvesting teCHnologies

WORKSHOP AGENDA

18th November 2025

Dear Partners,

We would like to invite you to the Task 3.5 workshop: Knowledge Sharing – Interactive Employee Process. The aim of this session is to exchange ideas on good knowledge sharing practices and gather insights on which methods and tools work well and which do not.

Date and Time: 18/11/2025 13:00-15:00 EET

Location: [Teams](#)

Duration: 2 hours

The workshop link is attached on this e-mail.

Have a nice week!

Best regards,

Cilia Kafi

Designer

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Microsoft Teams [Need help?](#)

[Join the meeting now](#)

Meeting ID: 374 896 969 430 9

Passcode: p4ZV2qc6

Dial in by phone

[+358 9 23191242,,253505327#](tel:+358923191242,,253505327#) Finland, All locations

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Phone conference ID: 253 505 327#

For organizers: [Meeting options](#) | [Reset dial-in PIN](#)



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The program is structured around two collaborative tasks:

- Task 1: Explore cultural enablers and barriers to knowledge sharing
- Task 2: Examine current tools and methods, identify challenges, and propose improvements

The purpose of the workshop is to identify cross-organisational insights, highlight common needs, and outline practical recommendations to support a stronger, more systematic knowledge sharing environment.

Introduction

The workshop commences with organiser introductions, followed by participants joining the Miro platform. Initial checks were carried out to confirm successful login and ensure that all participants could contribute their responses on the platform.

Task 1: Knowledge Sharing in Organisational Culture

The first part explore what knowledge sharing practices are and why they matter. Key points include the role of structured activities and organisational arrangements in facilitating knowledge exchange, as well as the benefits such as preventing knowledge loss, accelerating decision-making, and supporting continuous improvement. Participants examine cultural enablers and barriers within their organisations using collaborative exercises on Miro boards, identifying aspects that support or hinder knowledge sharing and proposing actionable improvements.

Task 2: Knowledge Sharing Methods and Tools

The second part focus on practical approaches and digital solutions for knowledge sharing. Findings from the survey are presented, showing which methods and tools are most effective. Structured and interactive methods such as meetings, training, workshops, and brainstorming are highlighted as top-rated, while creative techniques like SCAMPER and TRIZ are less commonly used. Similarly, widely adopted tools include email, collaboration platforms and document management systems, whereas blogs and podcasts are less utilised. Participants work in Miro to analyse current challenges, tools in use, and potential improvements.

