**Research Format Example**

**Hero Research Meeting Agenda (Subject)**

[Date: DD/MM/YY]

[Location:]

7 AM — networking breakfast arranged the organization.

8 AM — welcome and opening remarks by the CEO and president of the organization.

8:15 AM — research agenda and updates by the vice president of the organization.

8:45 AM — the value of a well-being approach presented by the research director.

9:45 AM — networking break.

10 AM — small group discussion before reporting back.

10:45 AM — update on recent industry research.

11:30 AM — culture health study committee update.

12 PM — networking lunch

1 PM — reconvene meeting with vice president of research of the organization.

1:15 PM — healthy workplaces and healthy communities.

1:45 PM — networking break.

2 PM — experimental engagement: driving value and outcomes in the shifting employee landscape.

3 PM — small group discussion and reporting back.

3:45 PM — vote on the priorities of the organization.

4 PM — meeting agenda meant by the president of the organization