

## Appendix 6: Template for project diary (tool 5)

| Date       | Event                      | SCUBY participant(s) | Other participants | Topic (about) | Next steps/outcomes |
|------------|----------------------------|----------------------|--------------------|---------------|---------------------|
| 04/2019    | Focus groups with patients |                      |                    |               |                     |
| 05–09/2019 | Stakeholder interviews     |                      |                    |               |                     |
| 23/10/2019 | Launch SCUBY               |                      |                    |               |                     |
| 02/2020    | SCUBY consortium meeting   |                      |                    |               |                     |
| 30/06/2020 | Meeting MoH                |                      |                    |               |                     |
| 21/09/2020 | Expert panel               |                      |                    |               |                     |
|            |                            |                      |                    |               |                     |
|            |                            |                      |                    |               |                     |
|            |                            |                      |                    |               |                     |
|            |                            |                      |                    |               |                     |

*Note: The table displays activities and meetings in chronological order. Examples of activities are provided. Internal team meetings do not need to be all chronologically registered; rather the aim of the project diary is to display: (1) meetings with a stakeholder(s) on steps undertaken in the roadmap; and (2) other related network and research activities.*