



Education, Audiovisual and Culture Executive Agency

Erasmus+: Higher Education – Erasmus Mundus Joint Master Degrees

Explanatory note on the tabs of the e-report

I. General Information

You will find prefilled information on the Programme and the Action to read only.

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| | | | | | |
|----------------------------|------------------|---------------------|------------|---------|------------|
| GENERAL INFORMATION | CONTRACTUAL DATA | PROJECT DESCRIPTION | STATISTICS | ANNEXES | SUBMISSION |
|----------------------------|------------------|---------------------|------------|---------|------------|

General Data

| | | | |
|----------------|--|---------------------------|----------------------------------|
| Programme | Erasmus+ | Sub-Programme | Learning Mobility of Individuals |
| Action | Student and staff mobility in Joint Master Degrees | Sub-Action | Joint Master Degrees |
| Project number | 394267-EPP-1-2014-1-FR-EPPKA1-JMD-MOB | Call for Proposal | EAC/S11/13 |
| | | Agreement/decision number | |
| | | Project Title | Test Appfin project 394267 |

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II. Contractual Data

The sub tabs are *Dates and Beneficiaries*, *Legal Representative* and *Contact Person*. Under these tabs, you will also find prefilled information to read only. If you find incorrect information under these tabs, please notify it to your contact person in the Agency.

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GENERAL INFORMATION | **CONTRACTUAL DATA** | PROJECT DESCRIPTION | STATISTICS | ANNEXES | SUBMISSION

DATES AND BENEFICIARIES | LEGAL REPRESENTATIVE | CONTACT PERSON

Dates

| | | | |
|---------------------------|----------------------|----------------|----------------------|
| Project Start | <input type="text"/> | Project End | <input type="text"/> |
| Activities Start | <input type="text"/> | Activities End | <input type="text"/> |
| Project Duration (months) | <input type="text"/> | | |

Beneficiary Data

| Role | PIC | Name | Country |
|---|-----|------|---------|
| Coordinating Organization / Beneficiary | | | Finland |
| Management Contact Person | | | Finland |
| Co-Beneficiary / Partner | | | Latvia |

Report

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III. Project Description

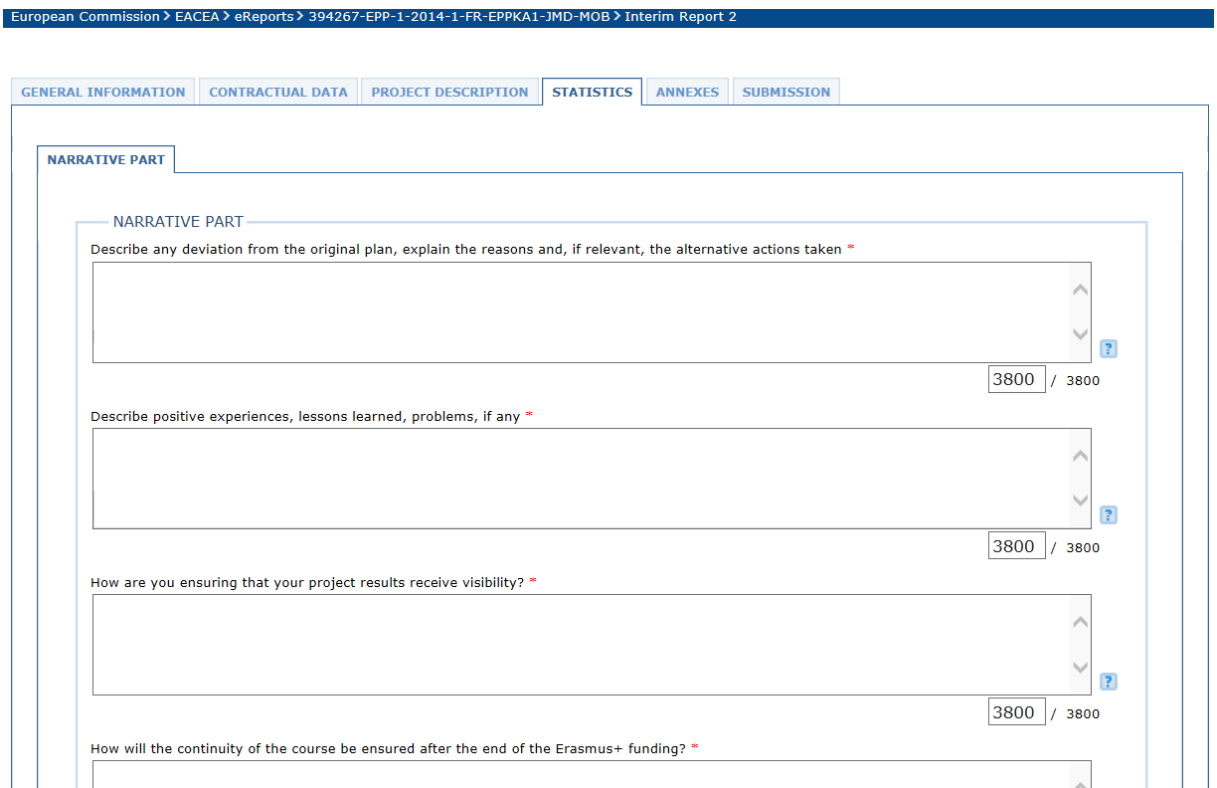
The text box under this tab is prefilled with the description of your project presented in your application form (Section B.1). Please update this project description if necessary.



The screenshot shows the European Commission eReports interface. At the top, there is a navigation bar with the European Commission logo and the text "EUROPEAN COMMISSION". Below this, a breadcrumb trail reads "European Commission > EACEA > eReports > 394293-EPP-1-2014-1-FR-EPPKA1-JMD-MOB > Interim Report 1". The main content area has several tabs: "GENERAL INFORMATION", "CONTRACTUAL DATA", "PROJECT DESCRIPTION", "STATISTICS", "ANNEXES", and "SUBMISSION". The "PROJECT DESCRIPTION" tab is active, showing a text area with the text "English - 1" and a character count of "4000 / 4000 Char max". Below the text area are buttons for "Report", "Save", and "Cancel". At the bottom, there is a small link: "If you experience any problems, please contact EACEA HelpDesk".

IV. Statistics

Narrative part: You need to answer the questions appearing in this part, which are related to the implementation of the course.



The screenshot shows the European Commission eReports interface with the "STATISTICS" tab active. The breadcrumb trail is "European Commission > EACEA > eReports > 394267-EPP-1-2014-1-FR-EPPKA1-JMD-MOB > Interim Report 2". The main content area has tabs for "GENERAL INFORMATION", "CONTRACTUAL DATA", "PROJECT DESCRIPTION", "STATISTICS", "ANNEXES", and "SUBMISSION". The "STATISTICS" tab is active, showing a section titled "NARRATIVE PART" with four text areas, each with a character count of "3800 / 3800". The questions are: "Describe any deviation from the original plan, explain the reasons and, if relevant, the alternative actions taken *", "Describe positive experiences, lessons learned, problems, if any *", "How are you ensuring that your project results receive visibility? *", and "How will the continuity of the course be ensured after the end of the Erasmus+ funding? *". Each text area has a small blue question mark icon to its right.

V. Annexes

You must attach the following annexes to the e-Technical Report:

- Beneficiary declaration
- Student and Scholar data extracted from the EMT (EACEA Mobility Tool)
- Diploma(s) and Diploma Supplement template(s) (if available)
- Annex VI of the Grant Agreement (Financial Statement)
-

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Beneficiary Declaration *

Student and Scholar data extracted from the EMT *

Diploma(s) and Diploma Supplement template(s) (if available)

Financial Statement *

VI. Submission

You can submit your report under this tab. Under this tab you can also see the fields which you still need to fill in/complete.

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There are mandatory fields missing

STATISTICS/NARRATIVE PART/Describe any deviation from the original plan, explain the reasons and, if relevant, the alternative actions taken

STATISTICS/NARRATIVE PART/Describe positive experiences, lessons learned, problems, if any

STATISTICS/NARRATIVE PART/How are you ensuring that your project results receive visibility?

STATISTICS/NARRATIVE PART/How will the continuity of the course be ensured after the end of the Erasmus+ funding?

STATISTICS/NARRATIVE PART/Describe lessons learned, problems, observations related to the grant (lump sums and student scholarship -participation costs and travel and installation costs) and the scholarship payments, if any

STATISTICS/NARRATIVE PART/Any other observations

STATISTICS/NARRATIVE PART/Feedback on Agency's follow-up requests as indicated in the acceptance letter of the previous report

Annexes/Beneficiary Declaration

Annexes/Student and Scholar data extracted from the EMT

Annexes/Financial Statement

Report

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