#### Slide 1 - Slide 1

Mobility Tool	
Beneficiary Report	
How to complete and submit the beneficiary rep	ort
In this demo you will see how the beneficiary contact will	
generate the beneficiary report	
save and print the draft report	
complete and submit the report	
complete and submit the report.	

**Text Captions** 

# **Mobility Tool**

**Beneficiary Report** 

# How to complete and submit the beneficiary report

In this demo you will see how the beneficiary contact will...

generate the beneficiary report

save and print the draft report

complete and submit the report

In this demo you will see how the beneficiary contact will generate the beneficiary report, save and print the draft report and complete and submit the report.

#### Slide 2 - Slide 2

EUROPEAN COMMISSION AUTH	Contact Privacy Statement English (en)
IntraComm > Authentication Service > Login	
Authenticates your identity on European Commission websites	Mobility Tool re- quires you to authenticate Username or e-mail address
External ::	Password Remember my username Warn me each time an application asks for my identity View my ECAS account details after logging me in LOGIN!
Is the selected domain correct?	Lost your password?   Help
Last update: 16/03/2015 (4.1.0-hum)   12	ms   <u>Contact</u>   <u>Privacy Statement</u>   <u>Top</u>
Beneficiary	
Ben, the beneficiary user, will log into MT+ using his ECAS user ID and passwo	rd.

# **Text Captions**

Ben, the beneficiary user, will log into **MT**+ using his ECAS user ID and password.

#### Slide 8 - Slide 8

	User Status: Logged in: ECAS EAC_TRAINING - beneficiary [ Log out ] Legal notice [CH01 - English (EN)
European Commission Mobility tool	CH01 ch Foundation for Confederal Cooperation
Welcome ECAS EAC_TRAINING	
Lifelong Learning Programme           Grant Agreement No         National ID           2013-1-GR1-ERA02-04913         2013-1-L11-ERA02-00000           2013-1-L11-ERA02-00028         2013-1-L11-ERA02-00028	About the tool Mobility Tool is the system for the management of mobility projects that received an EU grant under the Lifelong Learning and Erasmus+ programmes. The Tool is developed by the European Commission for you, as beneficiaries of these projects. In the Mobility Tool you will be able to provide all the information on your projects, identify participants and mobilities, complete and update budget information, generate and follow-up participant reports and generate and submit your own report(s) to your National Agency.
Grant Agreement No         National ID           2014-1-CH01-KA101-000193         2014-1-UK02-KA101           2014-1-CH01-KA101         Select           2014-1-CH01-KA101-000193         2014-1-CH01-KA101-000193	
Mobility Tool (ACCEPTANCE - v. M	MT+1.6.2#20150325) 2015-04-21 10:55:11
Once in MT+ Ben selects the project for which he wants to submit the	beneficiary report.

# **Text Captions**

Once in **MT+** Ben selects the project for which he wants to submit the beneficiary report.

Select 2014-1-CH01-KA101-000193

#### Slide 9 - Slide 9

lome	Project List	Project Details	Organisations	Contacts *	Mobilities	* Budget	Reports	
oject D	Details for 201	4-1-CH01-KA1	01-000193					
Context information Programme: Erasmus+			Project information		0193	History informa		
Key Action: Call Year: 2	: KA1 – Learning Mobility (	of Individuals	National Id: Project Title: Project Title	KA1 KA101 A 1.06		Created on: 29/08/2 Updated by: Alejand		
Round: 1	25.1.2.6		Project Acronym:			Updated on: 21/04/		
Start of Pro	ject: 09/12/2013		fatility Ref. (for a second of S2) in					
	ect: 09/12/2015							
Project Dur	ration (months):		Beneficiary Organis	ation information				
			PIC: 952497030					
National Ag	<b>gency:</b> CH01 – ch Foundat	ion for Confederal	Legal Name: AMVAC AG Business Name:					
Sec. Sec.		agency, please consult the	Full legal name (National	Language):				
following pa	age:							
	uropa.eu/programmes/e	rasmus-plus/tools						
/national-a	agencies/index_en.htm							

# **Text Captions**

Before generating the beneficiary report, Ben checks that the project data is up to date.

#### Slide 12 - Slide 12

	Mobility	tool			CHO	)1 ch Found	lation for Confe	deral Cooperati	on		
lome	Project List	Proje	ect Details	Organisations	Contacts	•	Mobilities *	Budget	Report	ts	
obilit	ties for 2014	I-1-CH01-	-KA101-000	)193			2	_00			
•	• 🗙 📆 🖷	) 🖶 📕	Search:			Expo	rt Participant Report			Show 50 ↓ Showing 1 t	entries to 4 of 4 entri
	Participant First Name	Participant Last Name	🔺 Email 🔺	Activity Type	Mobility ID	Start Date	End Date	Eligible Mobility	Report Status	Requested On	Received On
1	Ale	Tester	ale@tester.com	SE-TAA	00193- MOB-00002	4/03/2015	08/04/2015		REQUESTED	21/04/2015	
1	Maria	Tester	maria@tester.com	SE-STA	00193- MOB-00001	6/04/2015	20/04/2015		REQUESTED	21/04/2015	
1	Peter	Tester	peter@tester.com	SE-TAA	00193- MOB-00004	01/04/2015	21/04/2015		NONE		
1	Tony	Tester	tony@tester.com	SE-STA	00193- MOB-00003	01/04/2015	21/04/2015		NONE		
		M	obility Tool (AC	CEPTANCE - v	.MT+1.6.2#	2015032	2015-04	21 10:55:4	1		
		M	obility Tool (AC	CEPTANCE - V	, MT+1.6.2#	2015032	5) 2015-04	-21 10:55:4	1		
check	ss mobility detail										

# **Text Captions**

He checks mobility details. Adjustments made to the mobility details will automatically update the budget summary.

#### Slide 13 - Slide 13

	User Statu	s: Logged in: ECAS EAC_TRA	UNING - beneficiary [ Lo	og out ] Legal notice CH01-English (EN) 🜉 🔺
European Commission Mobility tool		oundation for Confede		
Home Project List Project Details Organisations	Contacts	Mobilities *	Budget	Reports
Budget for 2014-1-CH01-KA101-000193				values cannot be saved
Loading Please wait				
				values cannot be saved
Ben also checks the budget summary.				
				-

## **Text Captions**

Ben also checks the budget summary.

#### Slide 14 - Slide 14

Mobility tool CH01 ch Foundation for Confederal Cooperation											
	Project List	Project Details	Organisations	Contacts *	Mobilities	Budget	Reports				
udget fo	or 2014-1-	CH01-KA101-0	100193					Nothing to save			
						Approved Budget (by National Agency)	Current Budget (in Mobility Tool)	% Current / Approved budget			
Total Proje	ct					713,400.00	11,172.00	1.57%			
Organisatio	onal Support										
No. of P	articipants (excludi	ing acc. persons): 4				43,400.00	1,400.00	0.00%			
Exceptions	l costs - Guarant	tee				43,400.00	0	0.00%			
Activity Typ											
Activity Typ	Je						4,410.00				
SE-STA:	Staff training abro	bad				334,280.00	4,410.00	1.32%			
E	U Travel Grant					12,700.00	0.00	0.00%			
E	U Individual Supp	ort				314,580.00	4,410.00	1.40%			
С	ourse Fees Grant					7,000.00	0.00	0.00%			
E	U Special Needs S	Support				0.00	0.00	0.00%			
SE-TAA:	Training/teaching	assignments abroad				335,807.00	6,762.00 6,762.00	2.01%			
						-	_				

# **Text Captions**

Ben adds the current **Organisational Support** amount of 1,400

# Slide 16 - Slide 16

-	European Commission			CHUICHIN	oundation for Confed	eral Cooperati	on	
ne	Project List	Project Details	Organisations *	Contacts *	Mobilities *	Budget	Reports	
Budg	get for 2014-1-	CH01-KA101-0	00193					Sive
	-					Approved Budget (by National Agency)	Current Budget (in Mobility Tool)	% Current / Approved budget
Tota	Il Project					713,400.00	12,572.00	1 696
Orga	anisational Support							1
3	No. of Participants (excludi	ing acc. persons): 4				43,400.00	1,400.00	3.23%
Exce	eptional costs - Guaran	tee					0	
Activ	vity Type							
	SE-STA: Staff training abro	bad				334,280.00	4,410.00	1.32%
	EU Travel Grant					12,700.00	0.00	0.00%
	EU Individual Supp	ort				314,580.00	4,410.00	1.40%
	Course Fees Grant					7,000.00	0.00	0.00%
	EU Special Needs S	Support				0.00	0.00	0.00%
	SE-TAA: Training/teaching	assignments abroad				335,807.00	6,762.00 6,762.00	2.01%

# Slide 17 - Slide 17

	European Commission Mobility too	01		CH01 ch Fo	undation for Confec	leral Cooperati	on	
e	Project List	Project Details	Organisations *	Contacts *	Mobilities	Budget	Reports	
Done:	changes saved							
Budg	get for 2014-1-	CH01-KA101-0	00193					Save
						Approved Budget (by National Agency)	Current Budget (in Mobility Tool)	% Current / Approved budget
Total	l Project					713,400.00	12,572.00	1.76%
Orga	inisational Support							
N	No. of Participants (exclud	ing acc persons): 4					1,400.00	
8	to, or i anticipants (exclus	ing add personal.				43,400.00	1,400	3.23%
Exce	ptional costs - Guaran	tee					0	
Activ	vity Type							
	SE-STA: Staff training abro	hea					4,410.00	
						334,280.00	4,410.00	1.32%
	EU Travel Grant					12,700.00	0.00	0.00%
	EU Individual Supp	ort				314,580.00	4,410.00	1.40%
	Course Fees Grant					7,000.00	0.00	0.00%
	EU Special Needs S	Support				0.00	0.00	0.00%
							6,762.00	
4	SE-TAA: Training/teaching	assignments abroad				335,807.00	6,762.00	2.01%
							C2	a second s

.

Slide 18 - Slide 18

	Approved Budget (by National Agency)	Current Budget (in Mobility Tool)	% Current / Approved budget
Total Project	713,400.00	12,572.00	1.76%
Organisational Support			
		1,400.00	
No. of Participants (excluding acc. persons): 4	43,400.00	1,400	3.23%
Exceptional costs - Guarantee		0	
Activity Type			
		4,410.00	
SE-STA: Staff training abroad	334,280.00	4,410.00	1.32%
EU Travel Grant	12,700.00	0.00	0.00%
EU Individual Support	314,580.00	4,410.00	1.40%
Course Fees Grant	7,000.00	0.00	0.00%
EU Special Needs Support	0.00	0.00	0.00%
		6,762.00	
SE-TAA: Training/teaching assignments abroad	335,807.00	6,762.00	2.01%
EU Travel Grant	20,595.00	0.00	0.00%
EU Individual Support	310,212.00	6,762.00	2.18%
Course Fees Grant	0.00	0.00	0.00%
EU Special Needs Support	5,000.00	0.00	0.00%
			(° )

# Slide 19 - Slide 19

-	Mobility tool CH01 ch Foundation for Confederal Cooperation												
ne	Project List	Project Details	Organisations	23	Contacts	*	Mobilities	Sectori)	Reports				
Budg	get for 2014-1-	CH01-KA101-0	00193							Nothing to save			
								Approved Budget (by National Agency)	Current Budget (in Mobility Tool)	% Current / Approved budget			
Tota	l Project							713,400.00	12,572.00	1.76%			
Orga	nisational Support												
	No. of Participants (exclud	ing acc persons): 4							1,400.00				
		g company, i						43,400.00	1,400	3.23%			
Exce	ptional costs - Guaran	itee							0				
Activ	vity Type												
	SE-STA: Staff training abro	bro							4,410.00				
								334,280.00	4,410.00	1.32%			
	EU Travel Grant							12,700.00	0.00	0.00%			
	EU Individual Supp	ort						314,580.00	4,410.00	1.40%			
	Course Fees Grant							7,000.00	0.00	0.00%			
	EU Special Needs S	Support						0.00	0.00	0.00%			
									6,762.00				
4	SE-TAA: Training/teaching	assignments abroad						335,807.00	6,762.00	2.01%			

#### Slide 20 - Slide 20

Mobility tool CH01 ch Foundation for Confederal Cooperation											
1	Project List	Project Details	Organisations	Contacts *	Mobilities	* Budget	Reports				
Budge	et for 2014-1-	-CH01-KA101-0	00193					Nothing to save			
						Approved Budget (by National Agency)	Current Budget (in Mobility Tool)	% Current / Approved budget			
Total I	Project					713,400.00	12,572.00	1.76%			
Organ	isational Support										
N	of Destinia ante (avalua						1,400.00				
INC	o. of Participants (exclud	ing acc. persons): 4				43,400.00	1,400	3.23%			
Excep	tional co <mark>s</mark> ts - Guarar	ntee					0				
Activit	туре										
							4,410.00				
SE	STA: Staff training abr	road				334,280.00	4,410.00	1.32%			
	EU Travel Grant					12,700.00	0.00	0.00%			
	EU Individual Supp	port				314,580.00	4,410.00	1.40%			
	Course Fees Grant					7,000.00	0.00	0.00%			
	EU Special Needs	Support				0.00	0.00	0.00%			
							6,762.00				
SE	E-TAA: Training/teaching	g assignments abroad				335,807.00	6,762.00	2.01%			
					_						

# **Text Captions**

And also, he checks the organisation details.

#### Slide 21 - Slide 21

oject & Beneficiary Organisation for 2014-1-CH01-KA101-000193       Click on the Rep         Image: Ima	ome	Project List	Project [		inisations Contacts	Mobilities	Bud	lgetRep	orts W	
Beneficiary       Co-Beneficiary       PIC       Organisation ID       Legal Name       Department       Country       City       Public Body       Non-pro-         //       //       //       952497030       000193-ORG-00001       AMVAC AG       Switzerland       ZUG       //	ојест & в	enericiary	Organisa	tion for 2014	-I-CH0I-KA10I-000I	93			Click on t	he <b>Reports</b>
Image: Constraint of the second sec	: 🕂 🕽	( 🛍 🛤	Search:	¢	6				and the second se	
Image: Section and Sectin and Section and Section and Section and Secti	Benefi	ciary Co-Beneficiary	PIC 🕴	Organisation ID	Legal Name	Department	Country 🔺	City	Public Body	Non-profit
Image: Section of the section of th			952497030	000193-ORG-00001	AMVAC AG		Switzerland	ZUG		
Image: Section of the section of t			997152532	000193-ORG-00003	AIDE A LA DECISION ECONOMIQUE SA		Belgium	LOUVAIN LA NEUVE		
	/ 0		999948169	000193-ORG-00004	AGILENT TECHNOLOGIES BELGIUM NV		Belgium	DIEGEM		
	And in case of the local division of the loc		952261708	000193-ORG-00002	DIGESTO SARL		Switzerland	PUPLINGE		

#### **Text Captions**

If organisation details (that are entered in EPlusLink) require to be updated, the NA should first be notified and the details updated in URF and then in EPlusLink before being updated in MT+.

When Ben is satisfied that all of the project data is up to date, he can go to the **Reports** tab and generate the beneficiary report.

Click on the Reports tab

#### Slide 22 - Slide 22

	User Status: Logged in: ECAS EAC_TRAINING - beneficiary ( Log out ) Legal notice CH01-English (EN) 🜉 🔺
European Commission Mobility tool	CH01 ch Foundation for Confederal Cooperation
Home Project List Project Details Organisations	Contacts Mobilities Budget Reports
Beneficiary Report for 2014-1-CH01-KA101-00019 Generate Beneficiary Report Please click on this button to generate a new Ben Generate Beneficiary Report Click on Generate Be	reficiary Report
Click on Generate Beneficiary Report.	

## **Text Captions**

Click on Generate Beneficiary Report.

#### Slide 23 - Slide 23

	European Commission Mobility too	n			Logged In: ECAS EAC_TRA	INING - beneficiary [ Log out ]  L	egal notice CH01 - English (EN)
Home	Project List	Project Details	Organisations *	Contacts *	Mobilities *	Budget Reports	
🗸 Done	e: Report draft created						
Bene	eficiary Report f	for 2014-1-CH01	-KA101-00019	93			
			Draft	Submission in progress	Submitted	NA Validated	Finalised
			•				
	Repor	ft available t draft created a few sec Draft Click on Edit Draft Draft by ECAS EAC_TRAINING		EAC_TRAINING			
Click on Ed	it Draft.						

# **Text Captions**

Click on Edit Draft.

#### Slide 24 - Slide 24

	Mobility too	Л				oundation for Confed	eral Cooperatio		
ome	Project List	Proje	ct Details	Organisations	Contacts *	Mobilities	Budget	Reports	
đ	saved a few seconds ago		Benefi	ciary Report for	2014-1-CH0	1-KA101-000	193		
	ot ready for submission	ft		ntext s section summaries some g	eneral information abo	ut your project;			
1. Conte	st	~	Programm	16		Erasmus+			
2. Proier	t Summary 💫	-	Key Actio	0		Learning Mobili	ty of Individuals		
	nary of participating	~	Action Action Typ	De		Mobility of learn			
4. Descri	ption of the Project	-10	Call			2014			
5. Imple	mentation of the Project		Report Ty	pe		Final			
6. Activi	ties		Language	used to fill in the form		EN			
7. Partic	ipants' Profile		1.1. Pro	ject Identification					
8. Learn	ing Outcomes and Impac	ť	Grant Agr	eement Number		2014-1-CH01-K	A101-000193		
9. Disser	mination of Project Result	15	Project Ti				1_KA101_A_1.06	5	
10. Futu	re Plans and Suggestions	ii -	Project Ac	ronym					
11. Budg	get		Project St	art Date (dd-mm-yyyy)		09/12/2013			
🛞 Anne	xes	0	Project Er	nd Date (dd-mm-yyyy)		09/12/2015			
	next section you c		- in			i.			

#### **Text Captions**

You will notice that the sections **Context** and **Summary of participating organisations** are already filled in.

To view the next section you can select it or scroll down. Click on **Project Summary**.

Slide 25 - Slide 25

ome	Project List	Project D	Details Organisations	Contacts	Mobilities	Budget Re	eports
<ul> <li>return to</li> <li>1. Conte</li> <li>2. Projet</li> <li>3. Summorganisation</li> </ul>	ct Summary		Please provide a short summary of Please recall that this section [or publications or when giving infor Programme Guide on disseminat	marises your project an of your project upon con part of it] may be used mation on a completed ion guidelines). ned are: context/backg	by the European Commission, Exe I project. It will also feed the Erasmi round of the project; objectives; nur	cutive Agency or Nation us+ Dissemination Plat	orm (see annex III of
	mentation of the Project		3. Summary of pa	articipating or	ganisations		
6. Activi	ties			PIC of the		0.1.1	
7. Partic	ipants' Profile		Role of the Organisation	Organisation	Name of the Organisation	Country of the Organisation	Type of Organisation
8. Learn	ing Outcomes and Impac	*	Applicant Organisation	952497030	AMVAC AG	Switzerland	Other
9. Disser	mination of Project Resul	ts	Partner Organisation	999948169	AGILENT TECHNOLOGIES BELGIUM NV	Belgium	Other
	re Plans and Suggestion	6	Partner Organisation	997152532	AIDE A LA DECISION ECONOMIQUE SA	Belgium	Other
10. Futu 11. Budg			Partner Organisation	952261708	DIGESTO SARL	Switzerland	Other

# **Text Captions**

Add a summary for the project.

Slide 27 - Slide 27

e	Project List	Project Details	Organisations	* Contacts	Mobilities	Budget Re	eports
		2. P	roject Summa	rv			
	ved 2 minutes ago	Server 11	all the second s		nd the organisations involved as pa		
3			ovide a short summary of			atheis,	
not	ready for submission				by the European Commission, Exe	cutive Agency or Nation	nal Agencies in their
return to r	eport page 🔸 print draft		ons or when giving inform ne Guide on disseminatio		project. It will also feed the Erasm	us+ Dissemination Plat	form (see annex III of
				dia dia 1975 march and and an	ound of the project; objectives; nu	mber and type/profile o	f participants; description
1. Context		✓ of underta	aken activities; results and	I impact attained; if re	elevant, longer-term benefits.		
2. Project S	Summary	Please b	e concise and clear.				
3 Summa	ry of participating	Implem	enting Creative strategies	s into Science Teachi	ng		
organisatio		×					4946 chars left
4. Descripti	ion of the Project						
5. Impleme	entation of the Project		a second contractor of a state in				22
8. Activitie	s	3. 5	ummary of pai	rticipating or	ganisations		
7 Particip	ants' Profile	Role	of the Organisation	PIC of the	Name of the Organisation	Country of the	Type of
				Organisation		Organisation	Organisation
8. Learning	g Outcomes and Impact	Applica	nt Organisation	952497030	AMVAC AG	Switzerland	Other
9. Dissemir	nation of Project Results	Partner	Organisation	999948169	AGILENT TECHNOLOGIES BELGIUM NV	Belgium	Other
10. Future	Plans and Suggestions				AIDE A LA DECISION		
11. Budget		Partner	Organisation	997152532	ECONOMIQUE SA	Belgium	Other
		Destant	Organisation	952261708	DIGESTO SARL	Switzerland	Other

#### Slide 28 - Slide 28

ome	Project List	Project Details	Organisations	* Contacts	Mobilities	Budget R	eports
		2. Pr	oject Summa	irv			227.
🖺 draft	t saved 2 minutes ago	Same as	West Mitta	1955			
đ					nd the organisations involved as pa	irtners;	
	not ready for submission		ovide a short summary of		by the European Commission, Exe	outive Agency or Nation	al Anencies in their
return 1	to report page · print draf	publicatio	ns or when giving inform	nation on a completed	project. It will also feed the Erasm		
		riogramm	e Guide on dissemination	95. ili	ound of the project; objectives; nu	mber and type/profile a	f participants: description
1. Conte				322 SOLD 11 SA - SCORE -	elevant, longer-term benefits.	mber and type/prome o	r participants, description
1. Conta	ext		concise and clear.				
2. Proje	ect Summary		enting Creative strategie	a lata Calanza Tanaki	22		
	mary of participating		enting creative strategie	is into Science reach	ng		
organis	ations	×					4946 chars left
4. Desa	ription of the Poject						
5. Imple	ementation of the Project						
6. Activ		3. Si	ummary of pa	rticipating or	ganisations		
O. Auto	ines			PIC of the		Country of the	Type of
7. Partie	cipants' Profile	Role	of the Organisation	Organisation	Name of the Organisation	Organisation	Organisation
	ning Outcomes and Impac	Applicar	t Organisation	952497030	AMVAC AG	Switzerland	Other
8. Learr	mination of Project Result	s Potoor (	Organisation	999948169	AGILENT TECHNOLOGIES	Belgium	Other
			organisation	333346 103	BELGIUM NV	Deigium	Other
9. Disse	Plana and Charles		Organisation	997152532	AIDE A LA DECISION ECONOMIQUE SA	Belgium	Other
9. Disse	ure Plans and Suggestions				ECONOMIQUE SA		
9. Disse			Organisation	952261708	DIGESTO SARL	Switzerland	Other

#### **Text Captions**

Once the next section **4. Description of the Project** is clicked, the previous section receives a green check mark, as all fields for that section have been completed.

# Slide 29 - Slide 29

Buropean Commis Mobility to				Logged in: ECAS EAC_T		ry [ Log out ]   Legal notice	
ne Project List	Projec	t Details Organisations	Contacts *	Mobilities	Budget	Reports	
draft saved a few seconds a     mot ready for submissi		4. Description of the P Description of the project: in this section, y To what extent were the objectives of the objectives that were not achieved in the	vou are asked to give in e European Developm	ent Plan achieved?	How were they rea	ached? Please commer	
return to report page · print	draft						11
1. Context 2. Project Summary	~	How did the participating organisations	contribute to the proje	ct? What experience	s and competenci	es did they bring to the	project?
3. Summary of participating organisations	~						- 04 - 04 - 04
4. Description of the Project		How did you choose the receiving organ	isations?				
5. Implementation of the Proje	ect						
6. Activities							
7. Participants' Profile		What were the most relevant topics add	ressed by your projec	1?			
8. Learning Outcomes and Imp	pact	Select a value					
9. Dissemination of Project Re	sults	In case the topics chosen are different f	rom the ones in the ap	plication, please exp	olain why.		
10. Future Plans and Suggesti	ions						
11. Budget							
	0	Which activities did you carry out in ord	er to assess the exten	t to which your proje	ect has reached its	objectives and produc	ed

#### Slide 30 - Slide 30

European Commissi Mobility to		User Status: Logged in: ECAS EAC_TRAINING - beneficiary [ Log out ] Logal notice end of the comparison end of								
e Project List	Project	t Details	Organisations	Contacts	Mobilit	ties 🔻	Budget	Rep	orts	
					1					an a
) draft saved a few seconds ago		4. Des	scription of the	Project						
7%		Description (	of the project: in this section	n, you are asked to g	ve information	about the o	bjectives and to	opics addressed	d by your proje	ect;
not ready for submission		To what ext	ent were the objectives of	the European Deve	lopment Plan	achieved?	low were they	reached? Ple	ase commen	t on any
return to report page · print dru		objectives	that were not achieved in	the project. Please	describe achie	evements th	nat exceeded in	nitial expectati	ions.	
received the second sec										
1. Context	~									
2. Project Summary	4	How did the	e participating organisation	ns contribute to the	project? What	experience	and competer	ncies did they	bring to the p	oroject?
<ol> <li>Summary of participating organisations</li> </ol>	~									
4. Description of the Project		How did you	u choose the receiving or	anisations?						
5. Implementation of the Project	r 1									
										.11
8. Activities	_									
7. Participank Profile		Processon in	the most relevant topics a	ddressed by your p	oject?					
8. Learning Outcomes and Impa	ict	Select a va	106							
9. Dissemination of Project Resu	ilts	In case the	topics chosen are differen	t from the ones in t	e application,	please exp	lain why.			
10. Future Flans and Suggestion	ns									
11. Budget										
مع Annexes	0	Which activ	vities did you carry out in o	rder to assess the	extent to which	your proje	ct has reached	its objectives	and produce	ed
6	100	results? Ho	w did you measure the lev	vel of success?						

# **Text Captions**

In a similar way all other sections will be completed.

#### Slide 31 - Slide 31

ome	Project List	Project	Details	Organisations	•	Contact	s *	Mobi	lities	•	Budget		Reports	-	
			11. Budg	et											
🖺 draft s	aved a few seconds ago		TT. Dudg												-
(	93%		Budget: this section	on gives a detaile	d overview	of the f	inal amou	int of the I	EU grant	you reque	ist;				
n	ot ready for submission		11.1. Budge	t Summary											
	report page · print draft		Activit	у Туре	Trav	əl	Individua	I Support	Cours	e Fees		Needs" port	Total Amount	Total A Repo	
			SE-STA: Staff training ab	med	Granted 12,700.00		Granted 314,580.00	Reported 4.410.00	Granted	Reported 0.00		Reported	Granted 334 280 00	Calculated 4.410.00	Adjusted 4.410.00
1. Conte:	4	<b>V</b>	SE-TAA: Training/teachir		20,595.00		310,212.00		0.00	0.00			335,807.00		6,762.00
1. come	u.			Total	33,295.00	0.00	624,792.00	11,172.00	7,000.00	0.00	5,000.00	0.00	670,087.00	11,172.00	11,172.00
2. Projec	t Summary	~									Organ	lisational Su	pport:		0.00
3. Summ organisat	ary of participating ions	~								E	exceptional	Costs - Guar	rantee:		0.00
4. Descri	otion of the Project	~	11.2. Project	Total Amour	nt										
5. Impler	nentation of the Project	~	Project Total An	nount (Calculated	D									11	,172.00
6. Activit	ies	~	Project Total An											11	,172.00
7. Partici	pants' Profile	~													
8. Learni	ng Outcomes and Impact	~	Please provide a calculated amou		ents you n	nay have	e concerr	ing the al	bove <mark>fig</mark> u	ires espe	cially if th	he adjust	ed amour	nt differs f	rom the
9. Dissen	nination of Project Results	~													
10. Futur	e Plans and Suggestions	~	3												
11. Budg	et		11.3. Travel												
N Annex	ies	0	Activity Type	Flow No.	Country of	Origin	Country		Distance Ba		Number of Participants		iount per irticipant	Total	Amount
			Staff training abroad	1	Belgium	155101	Slovakia	0-9	9 km		an aronpanite	1	0.0	00	0.00
			Training/teaching assignments abroad	2	France		Selgium	0-9	9 km			1	0.0	-	0.00

#### **Text Captions**

The **Budget** section contains an overview of the budget summary from the budget tab. The values can be adjusted from the budget mobilities or from the budget summary.

#### Slide 35 - Slide 35

ome	Project List	Project Details	organisations	*	Contact	s *	Mobi	lities	•	Budget		Reports		
			A Distant				6				84L			
E) draft	saved a minute ago	1	1. Budget											
	93%	Bud	lget: this section gives a detail	ed overvie	w of the f	inal amou	unt of the l	EU grant y	/ou reque	ist;				
		11	I.1. Budget Summary											
	not ready for submission													120
return t	o report page 🕐 print draft		Activity Type	Tra	vel	Individua	i support	Course	e Fees		Needs" port	Total Amount	Total Al Repo	
					Reported		Reported		Reported	Granted			Calculated	
			TA: Staff training abroad 'AA: Training/teaching assignments abroad	12,700.00		314,580.00		7,000.00	0.00	0.00	0.00	334,280.00	4,410.00	4,410.00
1. Conte	∋xt	· · · · · · · · · · · · · · · · · · ·	Tota			624,792.00			0.00			670,087.00		11,172.00
2. Proje	ct Summary	~								-		2.0.4		0.00
2 0	mary of participating									organ	isational Su	ipport:		0.00
organisi		×							E	exceptional	Costs - Guar	rantee:		0.00
4. Desa	iption of the Project	× 11	I.2. Project Total Amou	nt										
200000000		-	1.2. Troject Total Amou	nit.										
5. Imple	ementation of the Project		oject Total Amount (Calculate	d)									11	172.00
6. Activ	ities	✓ Pr	oject Total Amount (Adjusted)										11	,172.00
7. Parti	cipants' Profile	~												
8. Learr	ning Outcomes and Impact		ase provide any further comn culated amount.	nents you	may hav	e concerr	ning the al	bove figu	res espe	cially if th	ne adjust	ed amour	it differs fi	om the
9. Disse	mination of Project Results	× [												
10. Futu	ure Plans and Suggestions	<ul> <li>L</li> </ul>											5000	chars left
11. Bud	get	1	I.3. Travel											
Аппе		0	no. nuroi											
1 Anna	exes 3		Activity Type - Flow No.	Country o	f Origin	Country		Distance Bar		Number of Asticipants		nount per articipant	Total 4	mount
		Staff	training abroad	Belgium	5	Slovakla		19 km			1	0.0	0	0.00
			ning/teaching gnments abroad	France		Seigium	0-9	19 km			1	0.0	0	0.00

# **Text Captions**

Supporting documentation can also be added. Click on **Annexes**.

#### Slide 36 - Slide 36

	MODILITY LOOI			СНОТ	ch Fo	oundation for 0	Confede	ral Cooperatio	'n	
me	Project List	Project Details	Organisations	<ul> <li>Contacts</li> </ul>	*	Mobilities	*	Budget	Reports	
				1	2	The Sector Concerns	12			0.00
🖺 draft	saved a few seconds ago						To	ital		0.00
_	100%									
	Start Submission Process	Pleas	se describe for each activity t	ype the nature of the	e costs	incurred.				
-		N/A	4							
return 1	o report page · print draft									<u></u>
1. Conte	ext	~								
2. Proje	ct Summary	✓ Ar	nnexes							
3. Sumi organisi	nary of participating ations	×	xes: in this section, you need to se note that all documents men							
4. Desa	iption of the Project	Fleas	e note that an occuments men	Attachments q			acheo nei	e beidre you su	binit your form onin	ie.
5. Imple	mentation of the Project	✓ List	of uploaded files							
6. Activ	ties	×	of aproadod moo							
7. Parti	cipants' Profile	× 101	uploaded files yet							
8. Learr	ning Outcomes and Impact	~								
9. Disse	mination of Project Results	- Add	more files							
10. Futu	ire Plans and Suggestions	✓ Sel	lect File							
11. Bud	get	- /								
🗞 Anne	xes ———	0			Drop	Here Your File(	5)			
		1_			100				100 100 100 100	
on Sel	ect File to upload th	ie file.								
		Mobility To	ol (ACCEPTANCE - v.	MT. 1.5.2+20	1150	2251 2015	04.34	10.56.40		

# **Text Captions**

Click on **Select File** to upload the file.

#### Slide 37 - Slide 37

Nager States	1				×
		<b>-</b> ↓	Search Docu		٩
A				•	0
	Date modified	Туре	Size		
	21/04/201311:00	WILLIOSOIL WORD D.,,	13 KB		
		•	All Files (*.*) Open	Canc	• el
	Name TEST.do	Name Date modified	Name Date modified Type TEST.do Name Nicrosoft Word D	Name Date modified Type Size TEST.do TEST.do All Files (*.*)	

# **Text Captions**

Click on **Select File** to upload the file.

# Slide 38 - Slide 38

MODIIILY LOO		CH01 ch Foundation fo	or Confederal Cooperatio	on	
File Upload	Name States	*	1 1 tone	Manara	×
🌀 🔵 🗢 📕 🕨 Document			<b>▼</b> 49	Search Docun	nent 👂
Organize 🔻 New folder					:: • 🚺 🔞
🔆 Favorites	Name	Date modified	Туре	Size	
词 Libraries	TEST.docx	21/04/2015 11:08	Microsoft Word D	13 KB	
I틪 Computer			X		
🗣 Network			1		
				2	
				ł	
File name: TE	T daar		24	Al Files (*.*)	
The name. TE.	STADEX			Q Open	Cancel
				<u></u>	
lick on <b>Select File</b> to upload t					
	Mobility Tool (ACCEPTANCE - )	. MT+1.6.2#20150325) 201	5-04-21 10:56:42		

#### Slide 39 - Slide 39

Mobility tool	CH01 ch Foundation for Confederal Cooperation
me Project List	Project Details Organisations Contacts Mobilities Budget Reports
🖺 draft saved 3 minutes ago	Total 0.00
100%	
Start Submission Process	Please describe for each activity type the nature of the costs incurred.
	N/A
return to report page · print draft	d
1. Context	✓
2. Project Summary	Annexes
3. Summary of participating	Annexes: in this section, you need to attach additional documents that are mandatory for the completion of the report;
organisations	Please note that all documents mentioned in section "Checklist" need to be attached here before you submit your form online.
4. Description of the Project	✓ Attachments quota usage
5. Implementation of the Project	×
	List of uploaded files
8. Activities	TEST.docx X
7. Participants' Profile	<ul> <li>0.01 Mb a few seconds ago mark as container of declaration of honour</li> </ul>
8. Learning Outcomes and Impact	<ul> <li>Image: A set of the set of the</li></ul>
9. Dissemination of Project Results	vploading: TEST.docx
	~
10. Future Plans and Suggestions	Add more files
11. Budget	Select File
🗞 Annexes	
	Drop Here Your File(s)

# Slide 40 - Slide 40

ome	Project List	Project Details	Organisations	Contacts *				
🖺 draft sav	ved 3 minutes ago				Mobilities	Budget	Reports	
💾 draft sa	ved 3 minutes ago					0		0.00
100	100%	_			To	otal		0.00
Star	rt Submission Process	Please	describe for each activity type	the nature of the costs	incurred.			
return to n	eport page · print draft	N/A						
1. Context		~						
2. Project S	Summary	~	and the second					-
3. Summar organisatio	ry of participating	-	IEXES	ach additional docume	nts that are mandatory fo	the completion	of the report;	
4. Descripti	ion of the Project	V Please r	note that all documents mention	ed in section "Checklist	need to be attached her	re before you sub	mit your form online.	
5. Impleme	entation of the Project	~		Attachments quota us	age			
8. Activitie	5	<ul> <li>List of</li> </ul>	uploaded files					
7. Participa	ants' Profile	<ul> <li>w</li> </ul>	TEST.docx 0.01 Mb a few seconds ag	no mark as container o	f declaration of honour			×
8. Learning	g Outcomes and Impact	~						
9. Dissemir	nation of Project Results	V Add m	nore files					
10. Future	Plans and Suggestions	V Selec	t File					
11. Budget		~					-	
🗞 Аллехе	5	0		Drop	Here Your File(s)			
62		1				ana ana ana i		l
iny stage i	it's possible to retu	um to the report	page, which saves the	report as draft.				

# **Text Captions**

At any stage it's possible to return to the report page, which saves the report as draft.

#### Slide 41 - Slide 41

ne	Project List	Project Details	Organisations	•	Contacts *	Mobilities	*	Budget	Reports	
	- rejett List	Troject Details					12	Judget		19
	i 3 minutes ago							0		0.00
	100%						То	tal		0.00
Start	Submission Process	Please	e describe for each activ	ity tree the p	ture of the cost	incurred				
	-	N/A	describe for each activ	ny type the h	nule of the cost.	incurreu.				
return to rep	)									
1. Context		¥								
2. Project Su	mmary	<ul> <li></li></ul>								m
3. Summary	f participating	An	nexes							
organisations		Annex	es: in this section, you ne	ed to attach a	dditional docume	ints that are mar	datory for	the completion	of the report;	
4. Description	of he Project	V Please	note that all documents				ached her	e before you su	bmit your form o	nline.
	a of the Project	V Please	note that all documents		section "Checklis chments quota u		ached her	e before you su	bmit your form o	nline.
5. Implement	1	~	note that all documents				ached her	e before you su	bmit your form o	nline.
5. Implement 6. Activities	ation of the Project	✓ List o	of uploaded files	Atta	chments quota u	age US		e before you su	bmit your form o	nline.
5. Implement 6. Activities 7. Participant	ation of the Project	✓ ✓ List c	f uploaded files	Atta	chments quota u	age US		e before you su	bmit your form o	
5. Implement 6. Activities 7. Participant 8. Learning C	ation of the Project s' Profile	List c	of uploaded files	Atta	chments quota u	age US		e before you su	bmit your form o	
5. Implement 6. Activities 7. Participant 8. Learning C 9. Disseminat	ation of the Project s' Profile Dutcomes and Impact	List of	TEST.docx 0.01 Mb a few sed	Atta	chments quota u	age US		e before you su	bmit your form o	
5. Implement 6. Activities 7. Participant 8. Learning C 9. Disseminat	ation of the Project s' Profile Dutcomes and Impact	List of	TEST.doex 0.01 Mb a few sed	Atta	chments quota u	age US		e before you su	bmit your form o	
5. Implement 6. Activities 7. Participant 8. Learning C 9. Disseminat 10. Future Pl	ation of the Project s' Profile Dutcomes and Impact	List of     List of     Add of     Sele	TEST.doex 0.01 Mb a few sed	Atta	chments quota ut	ange of declaration of	honour	e before you su	bmit your form o	
<ol> <li>5. Implement</li> <li>6. Activities</li> <li>7. Participant</li> <li>8. Learning C</li> <li>9. Disseminal</li> <li>10. Future PI</li> <li>11. Budget</li> </ol>	ation of the Project s' Profile Dutcomes and Impact	List of Add I	TEST.doex 0.01 Mb a few sed	Atta	chments quota ut	age US	honour	e before you su	bmit your form o	
5. Implement 5. Activities 7. Participant 8. Learning C 9. Disseminat 10. Future PI 11. Budget	ation of the Project s' Profile Dutcomes and Impact	List of Add I	TEST.doex 0.01 Mb a few sed	Atta	chments quota ut	ange of declaration of	honour	e before you su	bmit your form o	

## **Text Captions**

Click on return to report page.

#### Slide 43 - Slide 43

- 144 M	MODILITY LOC			CH01 ch Four	idation for Confederal C	Cooperation	-
			0				
Home	Project List	Project Details	Organisations	Contacts *	Mobilities B	udget Reports	
Bene	ficiary Report	for 2014-1-CH0	1-KA101-0001	93 Submission in progress	Submitted	NA Validated	Finalised
	Bene		es ago by ECAS EAC_TRA vase Draft				
The <b>Release</b>	<b>Draft</b> button, allo	-		_		latest project informa	tion.
		Mobility Tool (A	CCEPTANCE - v. M	11+1.6.2#2015032	5) 2015-04-21 10	156:42	

#### **Text Captions**

The **Release Draft** button, allows the beneficiary to end the current draft and generate a new draft, with the latest project information.

#### Slide 44 - Slide 44

	MODIFILY LOC			CHOT ch Foundation for Confederal Cooperation						
Home	Project List	Project Details	Organisations	Contacts *	Mobilities	Budget Reports				
Bene	ficiary Report	for 2014-1-CHC	01-KA101-0001	93						
			Draft	Submission in progress	Submitted	NA Validated	Finalised			
	A		•							
	Bene	aficiary Report saved 3 minu ntinue editing Draft Re 1 21 minutes Click C	ly for submission) utes ago by ECAS EAC_TRU lease Draft on Continue editin sched by ECAS EAC_TRAININ ING (beneficiary)	aining g Draft						
To continue	editing click on <b>Co</b>	ntinue editing Dra	ft							
		Mobility Tool (	ACCEPTANCE - V. N	4T+1.6.2#201503	25) 2015-04-21 1	0:56:42				

# **Text Captions**

To continue editing click on **Continue editing Draft**.

#### Slide 45 - Slide 45

		Organizations T		T Matching	•			
Project List	Project Details	Organisations	Contacts	* Mobilities		Budget	Reports	
draft saved 4 minutes ago	Banaf	ician Depart for	2014 1 0		1 0001	02		
	Dener	ficiary Report for	2014-1-0	HUI-KAIU	1-000	95		
Start Submission Process	- 1. Co	ontext						1
return to report page · print draft	Context: th	nis section summaries some g	eneral information	about your project;				
1. Context	Programm	me		Erasm	us+			
2. Project Summary	Key Actio	n		Learni	ng Mobility	of Individuals		
<u> </u>	Action			Mobili	ty of learne	rs and staff		
3. Summary of participating organisations	Action Ty	/pe		Schoo	l education	staff mobility		
4. Description of the Project	Call			2014				
5. Implementation of the Project	Report Ty	ype		Final				
6. Activities	V Languag	e used to fill in the form		EN				
7. Participants' Profile	• 1.1. Pr	oject Identification						
8. Learning Outcomes and Impact	✓ Grant Ag	reement Number		2014		101-000193		
9. Dissemination of Project Results	Project T					_KA101_A_1.0	6	
10. Future Plans and Suggestions	Project A							
11. Budget		itart Date (dd-mm-yyyy)		09/12/	2013			
Annexes	Project E	nd Date (dd-mm-yyyy)		09/12/	2015			
				Full	Months		24	
	Project T	otal Duration		Extra	Days		1	
raft version can be printed	1000						6	in the second

# **Text Captions**

The draft version can be printed by clicking on **print draft**.

# Slide 47 - Slide 47

ome Project List	Project Details	Organisations	Contacts	*	Mobilities	Budget	Reports	
	Print				×			
draft saved 4 minutes ago 100%	Printer Name: S	amsung 00/179	•	Pro	perties	0193		
Start Submission Process	Type: Sa	ady msung M332x 382x 402x SD-cf1b47td-664e-44f8-ba ministration		0068	t to file			
1. Context	Print range		Copies					
2. Project Summary	II O AI		Number of c	copies:	1	oility of Individuals		
3. Summary of participating organisations	Pages f     Selection	rom: 1 to: 1	123	123	[√] Collate	arners and staff tion staff mobility		
4. Description of the Project	•							
5. Implementation of the Project	•			ĸ	Cancel			
6. Activities	- Langua	e used to fill in the form			EN	- AF		
7. Participants' Profile	× 1.1. P	oject Identification						
8. Learning Outcomes and Impact	~				201111010	1-KA101-000193		
9. Dissemination of Project Results	Project	reement Number				KA1_KA101_A_1.	06	
10. Future Plans and Suggestions	-	Acronym					350	
11. Budget	V Project :	Start Date (dd-mm-yyyy)			09/12/2013			
𝔇 Annexes	1 Project	End Date (dd-mm-yyyy)			09/12/2015			
	Project	Total Duration			Full Month Extra Days		24	

# Slide 48 - Slide 48

				CH01	ch Foi	indation for (	Confede	eral Cooperatio	on	
1e	Project List	Project Details	Organisations	Contacts	•	Mobilities	Ŧ	Budget	Reports	]
🖺 draft	saved 4 minutes ago									
	100%	Bene	ficiary Report for	2014-1-0	CHO1	-KA101	-000	193		
	o report page · print draft	1. Co	ontext							
1. Conte	ext Click on	Start Submissio		eneral informatio	n about	your project; Erasmus	+			
2. Proje	ct Summary	Key Acti	on			Learning	g Mobilit	y of Individuals		
	nary of participating	Action				Mobility	of learn	ers and staff		
organisa		Action T	ype			School e	educatio	n staff mobility		
4. Desa	iption of the Project	✓ Call		_		2014				
5. Imple	mentation of the Project	V Report T	ype			Final				
6. Activi	ties	V Languag	e used to fill in the form			EN				
7. Partic	ipants' Profile	🖌 1.1. Pr	oject Identification							
8. Learn	ing Outcomes and Impact	✓ Grant Ag	greement Number			2014-1-0	CH01-KA	101-000193		
9. Disser	mination of Project Results	V Project 1	litle .			Project 7	Fitle KA1	1_KA101_A_1.0	6	
10. Futu	re Plans and Suggestions	V Project A	Aaronym							
11. Bud	get	V Project S	Start Date (dd-mm-yyyy)			09/12/20	013			
Anne	xes	Project E	End Date (dd-mm-yyyy)			09/12/20	15			
		Project 1	Total Duration			Full Me			24	
all sec	tions are completed	I, Ben will click on	Start Submission P	rocess.		Extra D	ays		1	
			ACCEPTANCE - V. M							

# **Text Captions**

Once all sections are completed, Ben will click on **Start Submission Process**.

Slide 49 - Slide 49

	Nobility tool	CH01 ch Foundation for Confederal Cooperation						
me	Project List	Project Details	Organisations	Contacts *	Mobilities	Budget	Reports	
🖹 draft si	aved 2 days ago	Beneficia	ary Declaration of	f Honour and	Signature	×		
Sta	art Submission Process	Please downloa	ad the following PDF, fulfill it an	d upload it as an annex		wnload PDF		
return to	report page 🕐 print draft	List of uploa	ided files		00	Wilload PDP		
1. Contex	ť	TES	T.docx			×		
2. Project	Summary	₩ 0.01	Mb 2 days ago mark as cor	tainer of declaration of	honour			
3. Summa organisati	ary of participating ons	Add more fil	es					
4. Descrip	tion of the Project	Select File	0.0					
5. Implem	entation of the Project	V			No	t Ctop		
8. Activiti	es	~			Nex	tt Step >		
7. Particip	ants' Profile	DECLARATION O	F HONOUR DATA PROTECTION N	IOTICE CHECKL	ST CONFIRM	SUBMISSION		
8. Learnir	ng Outcomes and Impact	Grant A	Agreement Number		2014-1-CH01-F	A101-000193		
9. Dissem	ination of Project Results				Project Title K	A1_KA101_A_1.08		
10. Future	Plans and Suggestions	✓ Project	: Acronym					
11. Budge	et	✓ Project	t Start Date (dd-mm-yyyy)		09/12/2013			
Annex	85	Project	t End Date (dd-mm-yyyy)		09/12/2015			
		and and a second						1. Internet

#### **Text Captions**

A pop up window appears. Before submission can be completed, a small check appears to ensure that all necessary annexes are attached and steps performed.

Slide 50 - Slide 50

European Commission Mobility too		CHO1 - English (EN)
Home Project List	Project Details Organisations Contacts Mobilities Budget Reports	
图 draft seved 2 days ago	Beneficiary Declaration of Honour and Signature	
Start Submission Process	Please download the following PDF, fulfill it and upload it as an annex Down ad PDF	
1. Context 2. Project Summary	List of uploaded files           TEST.docx         Click to download the D           0.01 Mb 2 days ago         mark as container of declaration of honour	
3. Summary of participating organisations	Add more files	
4. Description of the Project	Select File	_
6. Activities	Next Step >	
7. Participants' Profile	DECLARATION OF HONOUR DATA PROTECTION NOTICE CHECKLIST CONFIRM SUBMISSION	
8. Learning Outcomes and Impact	Grant Agreement Number 2014-1-CH01-KA101-000193	
9. Dissemination of Project Results	Project Title Project Title KA1_KA101_A_1.08	
10. Future Plans and Suggestions	Project Acronym	
11. Budget	Project Start Date (dd-mm-yyyy) 09/12/2013	
Annexes	O         Project End Date (dd-mm-yyyy)         09/12/2015	
not already done, it can be do	ownloaded from the screen and attached.	

### **Text Captions**

The first step is to check if the beneficiary **Declaration of Honour and Signature** is signed and attached.

If not already done, it can be downloaded from the screen and attached.

Click to download the Declaration of Honour and Signature

Slide 52 - Slide 52

European Commission Mobility tool		User Status: Legged in: ECAS EAC_TRAINING - beneficiary [ Log out ] Legal notice [CHO1-English EN]
Home Project List	Project Details Organisat	
Contract saved 2 days ago	Beneficiary Declara	ation of Honour and Signature
Start Submission Process	Please download the following PD	F, fulfill it and upload it as an annex Download PDF
return to report page · print draft	List of uploaded files	Opening DeclarationOfHonour.pdf
1. Context	TEST.docx 0.01 Mb 2 days ago	You have chosen to open:           DeclarationOfHonour.pdf
2. Project Summary 3. Summary of participating organisations	Add more files	which is: Adobe Acrobat Document from: https://webgate.acceptance.ec.europa.eu What should Firefox do with this file?
4. Description of the Project	Select File	⊙ Qpen with Adobe Reader (default)     ▼     Save File
6. Activities		Do this automatically for files like this from now on.
7. Participants' Profile	DECLARATION OF HONOUR DATA PR	
8. Learning Outcomes and Impact 9. Dissemination of Project Results	Grant Agreement Number	
10. Future Plans and Suggestions	Project Title Project Acronym	Project Title KA1_KA101_A_1.06
11. Budget	Project Start Date (dd-mm	-yyyy) 09/12/2013
Annexes	Project End Date (dd-mm-	yyyy) 09/12/2015
If not already done, it can be dow	nloaded from the screen an	d attached.

**Text Captions** 

Slide 54 - Slide 54

	uropean Commission Aobility tool					ogged in: ECAS EAC_T		r [ Log OUt ]  Legal not	ica OHO1 - English (EN)
Home	Project List	Project Details	Organisations	Contacts	*	Mobilities *	Budget	Reports	
🖹 draft se	aved 2 days ago	Beneficiar	y Declaration of	f <mark>Honou</mark> r a	ind S	ignature	×		
	art Submission Process report page + print draft	Please download	the following PDF, fulfill it an	d upload it as an a	annex	Dor	wnload PDF	_	
1. Context		List of upload		itainer of declarat	ion of ho	nour	×		
	Summary ary of participating ons	Add more files							
	tion of the Project	Select File	-				- 1		
5. Implem 8. Activitie	entation of the Project					Nex	tt Step >		
7. Particip	ants' Profile	DECLARATION OF H	HONOUR DATA PROTECTION N	IOTICE CH	ECKLIST	CONFIRM	SUBMISSION		
8. Learnin	ng Outcomes and Impact	Grant Ag	eement Number			2014-1-CH01-k	(A101-000193		
9. Dissemi	ination of Project Results	Y Project T	itle			Project Title K	A1_KA101_A_1.08		
10. Future	Plans and Suggestions	Project A	aronym						
11. Budge	ŧ	Y Project S	tart Date (dd-mm-yyyy)			09/12/2013			
& Annexe			nd Date (dd-mm-yyyy) ne screen and attach	ed				<u></u>	-
ioc all cau	ruone, recarroe do	whould nom u		cu.					

## **Text Captions**

If not already done, it can be downloaded from the screen and attached.

Slide 58 - Slide 58

	oility tool			CH01 ch Fo	undation for Confed	leral Cooperatior		
me F	Project List	Project Details	Organisations	Contacts *	Mobilities <b>*</b>	Budget	Reports	
🖺 draft saved 2	days ago	Benefici	ary Declaration o	f Honour and	Signature	×		
		Please downlo	ad the following PDF, fulfill it an	d upload it as an annex				
	page · print draft				Dov	wnload PDF		
	1.782 EUC.7.50	List of uplo	aded files					
1. Context			ST.docx			×		
2, Project Summ	nary	✓ W 0.0	1 Mb 2 days ago mark as cor	tainer of declaration of	honour			
3. Summary of p organisations	participating		clarationOfHonour.pdf 0 Mb a few seconds ago ma	rk as container of declar	ration of honour	×		
4. Description of	f the Project	vunleading: Dec	arationOfHonour.pdf			_		
5. Implementati	ion of the Project	<	narationo monour.put	100%				
8. Activities		Add more f	īles					
7. Participants' I	Profile	Select File						
8. Learning Out	comes and Impact	V			Nev	t Step >		
9. Dissemination	n of Project Results	~				08		
10. Future Plan	s and Suggestions	DECLARATION	OF HONOUR DATA PROTECTION N	IOTICE CHECKLI	ST CONFIRM S	SUBMISSION		
11. Budget		Projec	ct Start Date (dd-mm-yyyy)		09/12/2013			
🗞 Annexes		2 Proje	ct End Date (dd-mm-yyyy)		09/12/2015			
			1 the screen and attach					

## **Text Captions**

If not already done, it can be downloaded from the screen and attached.

Slide 59 - Slide 59

	y tool						
ne Project Li	st Project De	etails Organisations *	Contacts *	Mobilities *	Budget	Reports	
draft saved 2 days ag     100%	• Ben	neficiary Declaration o	of Honour and	Signature	×		
Start Submission		download the following PDF, fulfill it a	nd upload it as an annex			_	
return to report page ·				Dow	nload PDF		
	The International Contraction of the International Contractional Contract	of uploaded files					
1. Context	× [	TEST.docx			×		
2. Project Summary	~	0.01 Mb 2 days ago mark as co	ontainer of declaration of t	ionour			
3. Summary of participa organisations	ing 🗸 🔀	DeclarationOfHonour.pdf 0.30 Mb a few seconds ago m	ark as container of declar	ation of honour	×		
4. Description of the Pro	ed 🖌 Add r	more files					
5. Implementation of the	Project 💙 Sele	ect File					
8. Activities	~			Most	Step >		
7. Participants' Profile	~			Next	Siep 🖌		
8. Learning Outcomes a	nd Impact 👻 DECLA	RATION OF HONOUR DATA PROTECTION	NOTICE CHECKLIS	T CONFIRM SU	Gialana		
9. Dissemination of Proj	ect Results 🗸	Project Title		Project Title KA	Constant Constant	lext Step >	
10. Future Plans and Su	ggestions 💉	Project Acronym			8		
11. Budget	~	Project Start Date (dd-mm-yyyy)		09/12/2013	R		
Annexes     Annexes	0	Project End Date (dd-mm-yyyy)		09/12/2015		<u> </u>	

## **Text Captions**

Click on **Next Step >**.

#### Slide 60 - Slide 60

European Commission Mobility tool	User Status: Logged in: ECAS EAC_TRADNING - beneficiary [ Log out ] Logal notice [C4	01 - English (EN)
Home Project List F	roject Details Organisations Contacts Mobilities Budget Reports	
巴 draft saved 2 days ago	Data Protection Notice	
Start Submission Process	The grant application will be processed electronically. All personal data (such as names, addresses, CVs, etc.) will be processed in pursuant to Regulation (EC) No 45/2001 on the protection of individuals with regard to the processing of personal data by the Community institutions and bodies and on the free movement of such data. Any personal data requested will only be used for the intended purpose, i.e.:	
1. Context	In the case of grant application forms: the evaluation of your application in accordance with the	
2. Project Summary	specifications of the call for proposals, • In the case of report forms: statistical and financial (if applicable) follow-up of the projects.	
3. Summary of participating organisations	For the exact description of the collected personal data, the purpose of the collection and the description of the processing, please refer to the Specific Privacy Statement accompanying this form.	
4. Description of the Project	You are entitled to obtain access to your personal data on request and to rectify any such data that is inaccurate or incomplete. If you have any queries concerning the processing of your personal data, you may address them	
5. Implementation of the Project	to your National Agency. You have the right of recourse at any time to your national supervising body for data protection or the European Data Protection Supervisor for matters relating to the processing of your personal	
8. Activities 🗸 🗸	data.	
7. Participants' Profile	You are informed that for the purposes of safeguarding the financial interest of the Communities, your personal data may be transferred to internal audit services, to the European Court of Auditors, to the Financial Pregularities	
8. Learning Outcomes and Impact	Panel and/or to the European Anti-Fraud Office (OLAF).	
9. Dissemination of Project Results	Any personal data shall be processed by the National Agencies pursuant to Regulation No 45/2001 of the European Parliament and of the Council on the protection of individuals with regard to the processing of personal	
10. Future Plans and Suggestions	data by the institutions and bodies of the Community and on the free movement of such data.	
11. Budget	Click on Accept >	
N Annexes	Act pot >	
Data Protection Notice is disp	layed. This notice must be accepted in order to continue the process. Click on Accept >.	- billed

# **Text Captions**

The **Data Protection Notice** is displayed. This notice must be accepted in order to continue the process. Click on **Accept** >.

#### Slide 61 - Slide 61

European Commission Mobility tool		(EN
me Project List	Project Details Organisations Contacts Mobilities Budget Reports	
🖹 draft saved 2 days ago	Checklist	
Start Submission Process	Before submitting your report to the National Agency, please check that:	
return to report page · print draft	All necessary information on your project have been encoded in Mobility Tool+ Not Done	
1. Context	The report form has been completed using one of the official languages of the Erasmus+ Programme Countries.	
2. Project Summary	You have annexed all the relevant documents: Not Done	
3. Summary of participating organisations	The Declaration of Honour signed by the legal representative of the beneficiary organisation.	
4. Description of the Project	The necessary supporting documents as requested in the grant agreement. Not Done	
5. Implementation of the Project 6. Activities	Next Step >	
7. Participants' Profile		
8. Learning Outcomes and Impact	DECLARATION OF HONOUR DATA PROTECTION NOTICE CHECKLIST CONFIRM SUBMISSION	
9. Dissemination of Project Results	Project Title Project Title KA1_KA101_A_1.06	
10. Future Plans and Suggestions	Project Acronym	
11. Budget	Project Start Date (dd-mm-yyyy) 09/12/2013	
Annexes     Annexes	Project End Date (dd-mm-yyyy) 09/12/2015	
ecklist appears. Please ens	sure that all items have been performed. Then change them from Not Done to Done.	

## **Text Captions**

A **Checklist** appears. Please ensure that all items have been performed. Then change them from **Not Done** to **Done**.

## Slide 67 - Slide 67

	Mobility tool			CH01 o	ch Foundation	for Confec	leral Cooperati	on	
me	Project List	Project Details	Organisations	Contacts	* Mobil	ities *	Budget	Reports	
🖹 draft :	aved 2 days ago	Check	list				×		
	100% lart Submission Process	Before subr	mitting your report to the National	Agency, please che	eck that:				_
-	report page · print draft	All neces	sary information on your project	have been encoded	l in Mobility Too	•	Done 🗸		
1. Conte	d		rt form has been completed using + Programme Countries.	one of the official l	anguages of th	e	Done 🗸		
2. Projec	t Summary	Vou have	annexed all the relevant docume	nts:			Done 🗸		
3. Sumn organisa	ary of participating tions	The Deck	aration of Honour signed by the le tion.	gal representative	of th <mark>e</mark> beneficia	iry	Done 🗸		
4. Descri	ption of the Project	The nece	essary supporting documents as i	requested in the ara	int agreement.	2	Done 🗸		
5. Imple	mentation of the Project	-					X		
8. Activit	ies	~				Nex	t Step >		
7. Partic	pants' Profile	× .					15		
8. Learn	ng Outcomes and Impact	DECLARATIO	IN OF HONOUR DATA PROTECTION	NOTICE CHE	CKLIST	CONFIRM S	UBMISSION	Click on Next St	tep >
9. Disser	nination of Project Results	Pro	oject Title		Pr	oject Title KA	41_KA101_A_1.	08	
10. Futu	e Plans and Suggestions	Y Pro	oject Acronym						
11. Budg	et	Y Pro	oject Start Date (dd-mm-yyyy)		09	/12/2013			
Anne.	es	2 Pro	oject End Date (dd-mm-yyyy)		09	/12/2015			
					1			1	li ni

### **Text Captions**

Click on Next Step >

Slide 68 - Slide 68

Context Conte	European Commission Mobility tool					C_TRAINING - beneficiar	y [ Log out ]  Legal notic	CHOT-English (EN)
Contirm Submission Content Co	ome Project List	Project Details	Organisations *	Contacts *	Mobilities	* Budget	Reports	
International activities   1. Context   2. Project Summary   3. Summary of participating organisations   4. Description of the Project   5. Implementation of the Project   6. Activities   7. Participants' Profile   8. Learning Outcomes and Impact   9. Dissemination of Project Results   10. Furture Plans and Suggestions   11. Budget   11. Budget		Confirm S	Submission			×		
1. Context   2. Project Summary   3. Summary of participating organisations   4. Description of the Project   6. Implementation of the Project   6. Activities   7. Participantis Profile   6. Learning Outcomes and Impact   9. Dissemination of Project Results   10. Future Plans and Suggestions   11. Budget   12. Future Plans and Suggestions   11. Budget   12. Future Plans and Suggestions   13. Budget   14. Budget   15. Project Identification   16. Future Plans and Suggestions   17. Project Identification   18. Budget   19. Future Plans and Suggestions   10. Future Plans and Suggestions   11. Budget   12. Budget   13. Budget   14. Budget   15. Project Identification   16. Future Plans and Suggestions   17. Project Identification   18. Budget   19. Future Plans and Suggestions   19. Future Plans and Suggestions   10. Future Plans and Suggestions   11. Budget   12. Project Table (do-mmyyyy)   13. Budget   14. Project End Date (do-mmyyyy)   15. Budget (do-mmyyyy)		the report or y be possible.	our mobilities and budget data	, however, viewing th	e data and attachm	ents will still	_	
3. Summary of participating organisations         4. Description of the Project         5. Implementation of the Project         6. Activities         7. Participants' Profile         8. Learning Outcomes and Impad         10. Future Plans and Suggestions         11. Budget         Manexes	1. Context	~		•				
3. Summary of participating organisations         4. Description of the Project         5. Implementation of the Project         6. Activities         7. Participants' Profile         8. Learning Outcomes and Impact         9. Dissemination of Project Results         10. Future Plans and Suggestions         11. Budget         12. Budget         13. Budget         14. Desc (id-mm-yyyy)         15. Implementation of Project End Date (id-mm-yyyy)         16. Project End Date (id-mm-yyyy)         17. Project End Date (id-mm-yyyy)         18. Dissemination of Project End Date (id-mm-yyyy)         19. Dissemination of Project End Date (id-mm-yyyy)         10. Future Plans and Suggestions	2, Project Summary	~				and the second second		
Beckarding of the Project     Beckarding of the Project     Beckarding of the Project     Beckarding of the Project     Language used to fill in the form     Language used to fill the form     Project Results     Project Results     Project Aconym     Project Start Date (dd-mm-yyyy)     Og/12/2013     Project End Date (dd-mm-yyyy)     Og/12/2015						ту кероп	_	
8. Activities       Impuge used to fill in the form         7. Participants' Profile       Impuge         8. Learning Outcomes and Impact       Impuge         9. Dissemination of Project Results       Impuge         10. Future Plans and Suggestions       Impuge         11. Budget       Project Title         Project Start Date (dd-mm-yyyy)       09/12/2013         Project End Date (dd-mm-yyyy)       09/12/2015	4. Description of the Project	DECLARATION OF			1		ort	
8. Activities       Image: Constraint of Project Identification         9. Dissemination of Project Results       Image: Constraint of Project Results         10. Future Plans and Suggestions       Project Title         Project Title       Project Title KA1_KA101_A_1.08         Project Start Date (dd-mm-yyyy)       09/12/2013         Project End Date (dd-mm-yyyy)       09/12/2015	5. Implementation of the Project	~	yr-		12			
1.1. Project Identification         8. Learning Outcomes and Impact         9. Dissemination of Project Results         10. Future Plans and Suggestions         11. Budget         Project Start Date (dd-mm-yyyy)         09/12/2013         Project End Date (dd-mm-yyyy)         09/12/2015	8. Activities	✓ Langua	ge used to fill in the form		BA			
Grant Agreement Number       2014-1-CH01-KA101-000193         9. Dissemination of Project Results       Project Title         10. Future Plans and Suggestions       Project Title         Project Start Date (dd-mm-yyyy)       09/12/2013         Project End Date (dd-mm-yyyy)       09/12/2015	7. Participants' Profile	* 1.1. P	roject Identification					
10. Future Plans and Suggestions     Project Title     Project Title KA1_KA101_A_1.08       11. Budget     Project Start Date (dd-mm-yyyy)     09/12/2013       Project End Date (dd-mm-yyyy)     09/12/2015	8. Learning Outcomes and Impact		greement Number		2014-1-CH	01-KA101-000193		
10. Future Plans and Suggestions       Project Acronym         11. Budget       Project Start Date (dd-mm-yyyy)       09/12/2013         Namexes       Project End Date (dd-mm-yyyy)       09/12/2015	9. Dissemination of Project Results	4			Project Titl	e KA1_KA101_A_1.06		
11. Budget     Project Start Date (dd-mm-yyyy)     09/12/2013       Annexes     Project End Date (dd-mm-yyyy)     09/12/2015	10. Future Plans and Suggestions	Y Project	Acronym					
	11. Budget	520			09/12/2013			
reads that the project will be locked once the Submit Beneficiary Report button is clicked. Click on Submit Beneficiary Report.	Annexes	2 Project	End Date (dd-mm-yyyy)		09/12/2015	6		
reads that the project will be locked once the Submit Beneficiary Report button is clicked. Click on Submit Beneficiary Report.								
	reads that the project will b	e locked once th	e Submit Beneficiary	Report button is	clicked. Click	on Submit Ben	eficiary Report	

### **Text Captions**

Ben reads that the project will be locked once the **Submit Beneficiary Report** button is clicked. Click on **Submit Beneficiary Report**.

#### Slide 70 - Slide 70

I INIO	bility to				CH01 ch	Founda	ution for Confed	ieral Cooperat	ion		
e	Project List	Project Details	Organisation		Contacts "	N	Aobilities 🔻	Budget	Reports		
	ssion is now on pr										
eneficia	ry Report	for 2014-1-CH0	01-KA101-00	0193							
			Draft	Subm	ission in progre	55	Submitted	NA	Validated	Finalise	d
			•		•						
e	Your	Beneficiary report is in the	process of being subm	itted to the	central Commissi	on system	ns. This may take	up to 15 minute	5.		
Reque	Your Report created st ID 801 wy seconds ago				oentral Commissi	on system	ns. This may take	up to 15 minute	5.		
Reque	Report created	l 2 days ago	EAC_TRAINING (benefi	iciary)	oentral Commissi	on system	ns, This may take	up to 15 minute	5.		
Reque a fe	Report created st ID 801 www.seconds.ago	1 2 days ago Submit in progress by ECAS	EAC_TRAINING (benefited)	iciary)	oentral Commissi	on system	ns. This may take	up to 15 minute	5.		
Reque a fe a fe	Report created st ID 801 www.seconds.ago	I 2 days ago Submit in progress by ECAS Draft last changes by ECAS	EAC_TRAINING (benefi EAC_TRAINING (benefinition) TRAINING (beneficiary)	oiary) Joiary)			ns. This may take	up to 15 minute	5.		
Reque a fe a fe 2 m	Report created st ID 801 w seconds ago w seconds ago w seconds ago	2 days ago Submit in progress by ECAS Draft last changes by ECAS Draft olosed by ECAS EAC_	EAC_TRAINING (benefi EAC_TRAINING (beneficiary) TRAINING (beneficiary) f has been attached by E	olary) olary) CCAS EAC_TH			ns. This may take	up to 15 minute	5.		
Reque a fe a fe 2 m 5 m	Report created st ID 801 w seconds ago w seconds ago w seconds ago inutes ago	I 2 days ago Submit in progress by ECAS Draft last changes by ECAS Draft olosed by ECAS EAC_ File DeclarationOfHonour.pdf	EAC_TRAINING (benefi EAC_TRAINING (benefi TRAINING (beneficiary) f has been attached by E _TRAINING (beneficiary)	iciary) iciary) :CAS EAC_TI			ns. This may take	up to 15 minute	5.		
Reque a fe a fe 2 m 5 m 2 d	Report created st ID 801 ww seconds ago ww seconds ago ww seconds ago inutes ago inutes ago	I 2 days ago Submit in progress by ECAS Draft last changes by ECAS Draft olosed by ECAS EAC_ File DeclarationOfHonour.pdf Draft opened by ECAS EAC.	EAC_TRAINING (benefi EAC_TRAINING (beneficiary) f has been attached by E _TRAINING (beneficiary) _TRAINING (beneficiary)	olary) olary) CAS EAC_TF			ns. This may take	up to 15 minute	5.		
Reque a fe a fe 2 m 5 m 2 d 2 d	Report created st ID 801 www.seconds.ago www.seconds.ago www.seconds.ago inutes.ago inutes.ago ays.ago	2 days ago Submit in progress by ECAS Draft last changes by ECAS Draft olosed by ECAS EAC_ File DeclarationOfHonour.pdf Draft opened by ECAS EAC, Draft opened by ECAS EAC,	EAC_TRAINING (beneficiary) TRAINING (beneficiary) f has been attached by E _TRAINING (beneficiary) _TRAINING (beneficiary) _TRAINING (beneficiary)	olary) olary) CAS EAC_TF			ns. This may take	up to 15 minute	15.		
Reque a fe a fe 2 m 2 d 2 d	Report created at ID 801 www.seconds.ago www.seconds.ago www.seconds.ago inutes.ago inutes.ago ays.ago ays.ago	2 days ago Submit in progress by ECAS Draft last changes by ECAS Draft olosed by ECAS EAC_ File DeclarationOfHonour.pdf Draft opened by ECAS EAC, Draft opened by ECAS EAC, Draft ast changes by ECAS	EAC_TRAINING (benefi EAC_TRAINING (benefi TRAINING (beneficiary) f has been attached by E _TRAINING (beneficiary) _TRAINING (beneficiary) EAC_TRAINING (beneficiary)	olary) colary) cCAS EAC_TF ) ) clary)	RAINING (beneficia	192				is complete	

#### **Text Captions**

A message is displayed to say that the submission is in progress. It may take up to 15 min before the submission to EPlusLink is completed.

#### Slide 71 - Slide 71

M	obility t	sion DO		CH01 ch	Foundation for Confed	leral Cooperation	n	al notice CH01 - Englis
e	Project List	Project Details	Organisations	Contacts	Mobilities	Budget	Reports	
enefici	В	t for 2014-1-CH0 eneficiary Report ha	Draft	Submission in progress	٠		lidated	Finalised
G		ational Agency	t					
		Download Beneficiary Report	t					
Rei	nal Report create	Download Beneficiary Report						
Rei	nal Report create	Download Beneficiary Report	iem)					
Rei	nal Report create quest ID 801 4 minutes ago	Download Beneficiary Report ed 2 days ago Submitted by NA Staff (syste	tem) en attached by NA Staff (sys	stem)				
Re	nal Report create quest ID 801 4 minutes ago 5 minutes ago	Download Beneficiary Report ed 2 days ago Submitted by NA Staff (syste File Final_Report.pdf has bee	tem) en attached by NA Staff (sys EAC_TRAINING (beneficiary	stem)				
Re	al Report create quest ID 801 4 minutes ago 5 minutes ago 7 minutes ago	Download Beneficiary Report ed 2 days ago Submitted by NA Staff (syste File Final_Report.pdf has bee Submit in progress by ECAS I	tem) en attached by NA Staff (sys EAC_TRAINING (beneficiary EAC_TRAINING (beneficiary	stem)				
Ret	t mal Report create quest ID 801 4 minutes ago 5 minutes ago 7 minutes ago 7 minutes ago	Download Beneficiary Report ed 2 days ago Submitted by NA Staff (syste File Final_Report.pdf has bee Submit in progress by ECAS I Draft last changes by ECAS I	tem) en attached by NA Staff (sys EAC_TRAINING (beneficiary EAC_TRAINING (beneficiary)	stem) )	0			
Rei	tal Report create quest ID 801 4 minutes ago 5 minutes ago 7 minutes ago 7 minutes ago 7 minutes ago	Download Beneficiary Report ed 2 days ago Submitted by NA Staff (syste File Final_Report.pdf has bee Submit in progress by ECAS I Draft last changes by ECAS I Draft loosed by ECAS EAC_T	tem) en attached by NA Staff (sys EAC_TRAINING (beneficiary EAC_TRAINING (beneficiary) TRAINING (beneficiary) I has been attached by ECAS	stem) )	0.			
Rei	al Report create quest ID 801 4 minutes ago 5 minutes ago 7 minutes ago 7 minutes ago 9 minutes ago 9 minutes ago	Download Beneficiary Report ed 2 days ago Submitted by NA Staff (syste File Final_Report.pdf has bee Submit in progress by ECAS I Draft last changes by ECAS I Draft closed by ECAS EAC_T File DeclarationOfHonour.pdf	tem) en attached by NA Staff (sys EAC_TRAINING (beneficiary EAC_TRAINING (beneficiary) TRAINING (beneficiary) f has been attached by ECAS TRAINING (beneficiary)	stem) )	0			

### **Text Captions**

#### Slide 72 - Slide 72

National Agency
End of this losson
End of this lesson
EIIU OI LIIIS LESSOII
ated 2 days ago
ated 2 days ago Submitted by AA Statt (syntem)
afed 2 days ago Submitted by XA, Staff Hywriterii File Final, Report of Nas been anathed by NA, Staff Hymron
afted 2 days ago Skömttad by NA Staff vyn IIIII File Findj, Repart pot Mas been ankoled by NA Staff vyn vin Beome in gragiesa by ECAS EAC, TRAINING (condition)
afed 2 days ago Submitted by AA. Both registerii File Final, Report of Nac been amathed by NA. Staff registerio Bubmit in progress By ECAS EAC, TRAINING (percentically) Distituat changes by ECAS EAC, TRAINING (percentically)
ated 2 days lago
afted 2 days ago

#### **Text Captions**

# End of this lesson