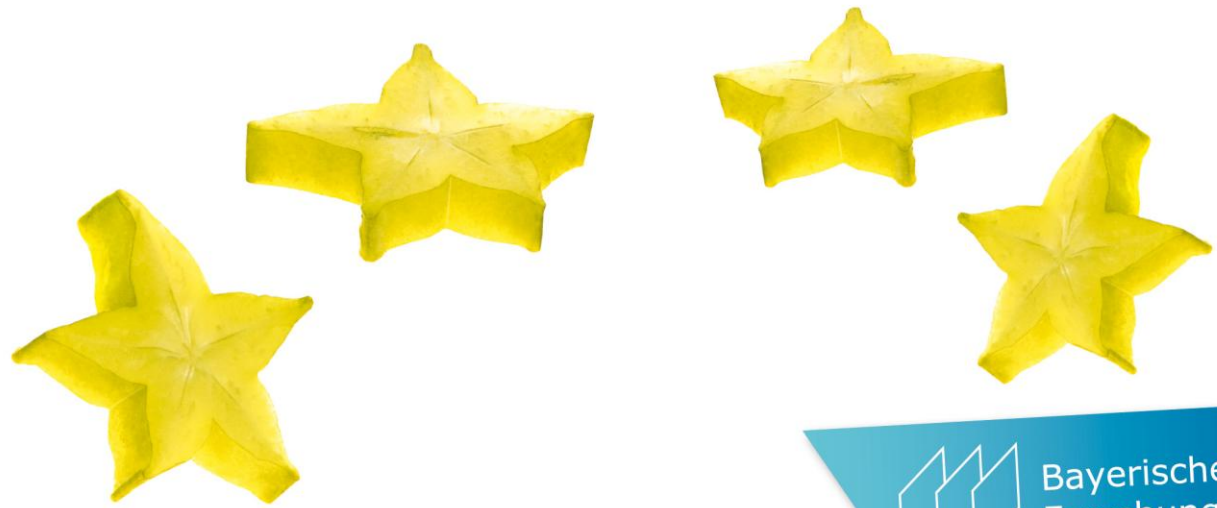




Bayerische
Forschungsallianz

Participant Portal und Force (force majeure = höhere Gewalt) und andere Katastrophen





RESEARCH & INNOVATION

Participant Portal

European Commission > Research & Innovation > Participant Portal > Home

Home FP7 Calls FP7 Doc My Organisations ?

LOGIN



Login

[Register your account](#) ⓘ

NEED HELP?

- [Frequently Asked Questions \(NEW\)](#) [Explanations on the use of resources \(Quick info\)](#)
- [User manual](#)
- [Presentations](#)
- [Contact the Helpdesk](#)

WHAT'S NEW

[Participant Portal V3.3 \(06/2012\)](#)

- Registration of multiple organisations on behalf of others

WELCOME

Welcome to the Participant Portal

The Participant Portal is your entry point for electronic administration of EU-funded research and innovation projects, and hosts the services for managing your proposals and projects throughout their lifecycle. Currently the portal covers mainly actions under the 7th EU-Framework Programme for Research and Technological Development (FP7). In the future, its coverage will be extended to other programmes in the area of research and innovation.



What does it offer today?

- You can search for **FP7 calls for proposals and submit your proposals**.
- Depending on your role in projects and organisation, you can view information on projects, negotiate your grant agreement, manage amendments, submit **financial and scientific reports** or **review projects**.
- You can search for the unique identifier of your organisation, **register your organisation or provide updates of your organisation's data**.
- Depending on your roles in projects and organisations, you can **assign or revoke access rights to organisation and project data for other persons**.

Forthcoming functionalities

- Expert evaluators will be able to manage the administrative details related to their work as peer reviewers.
- The currently separate electronic proposal submission system will be replaced by a new system integrated in the portal.
- Direct access to FP7 related information and documentation.



Bayerische
Forschungsallianz

Registrieren:

<https://webgate.ec.europa.eu/cas/eim/external/register.cgi>

Generell nur über die email – Adresse des jeweiligen principal investigators, genau so wie sie in den Grant Preparation Forms angegeben war!



https://ecas.ec.europa.eu/cas/login?domain=external&loginRequestId=ECAS_LR-4976430-QQj8Ha3HfMyEmS9E0wPwpF73GLKSouHOYtmiDDqoZ725WYTFif14vj8scCXDTu5Jtg1p1kBgkafZzXayTqK12K-PI

Login

Datei Bearbeiten Ansicht Favoriten Extras ?

Web Access für Remotede... Web Access für Remotede... Vorgeschlagene Sites Web Slice-Katalog Home - Research Particip...

European Commission

EUROPEAN COMMISSION AUTHENTICATION SERVICE (ECAS)

External

EUROPA > Authentication Service > Login

Login New password Sign Up Help

Login [Not registered yet](#)

Is the selected domain correct?
External [Change it](#)

Username or e-mail address *

Password *

More options...

☐ Remember my username

☐ Warn me each time an application asks for n

☐ View my ECAS account details after logging me in

Login! [Lost your password?](#)

* Required fields

100%

Check: hier
muss „external“
stehen

Hier nichts anklicken!

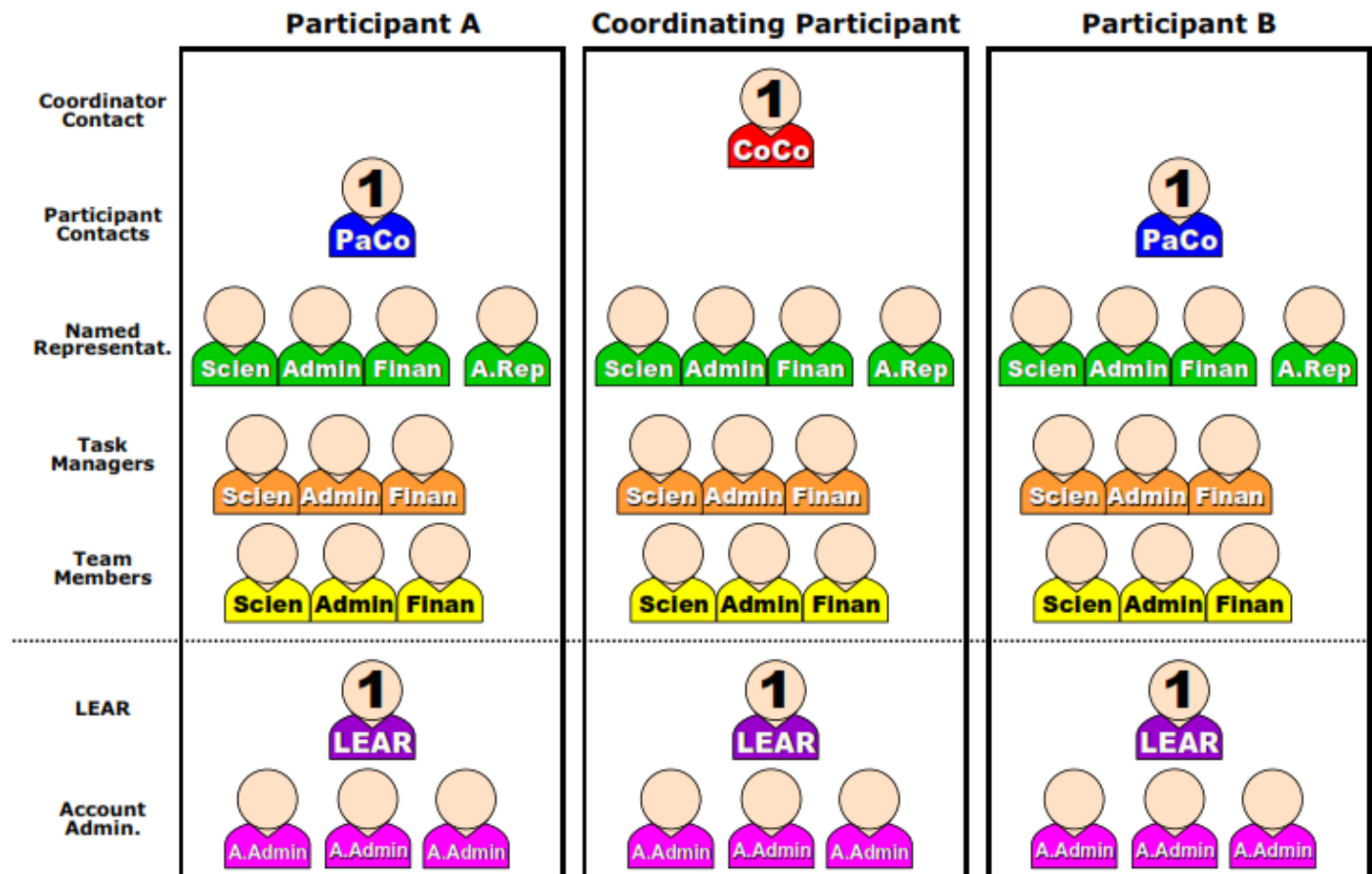


Bayerische
Forschungsallianz

Rechte und Vergabe von Rechten

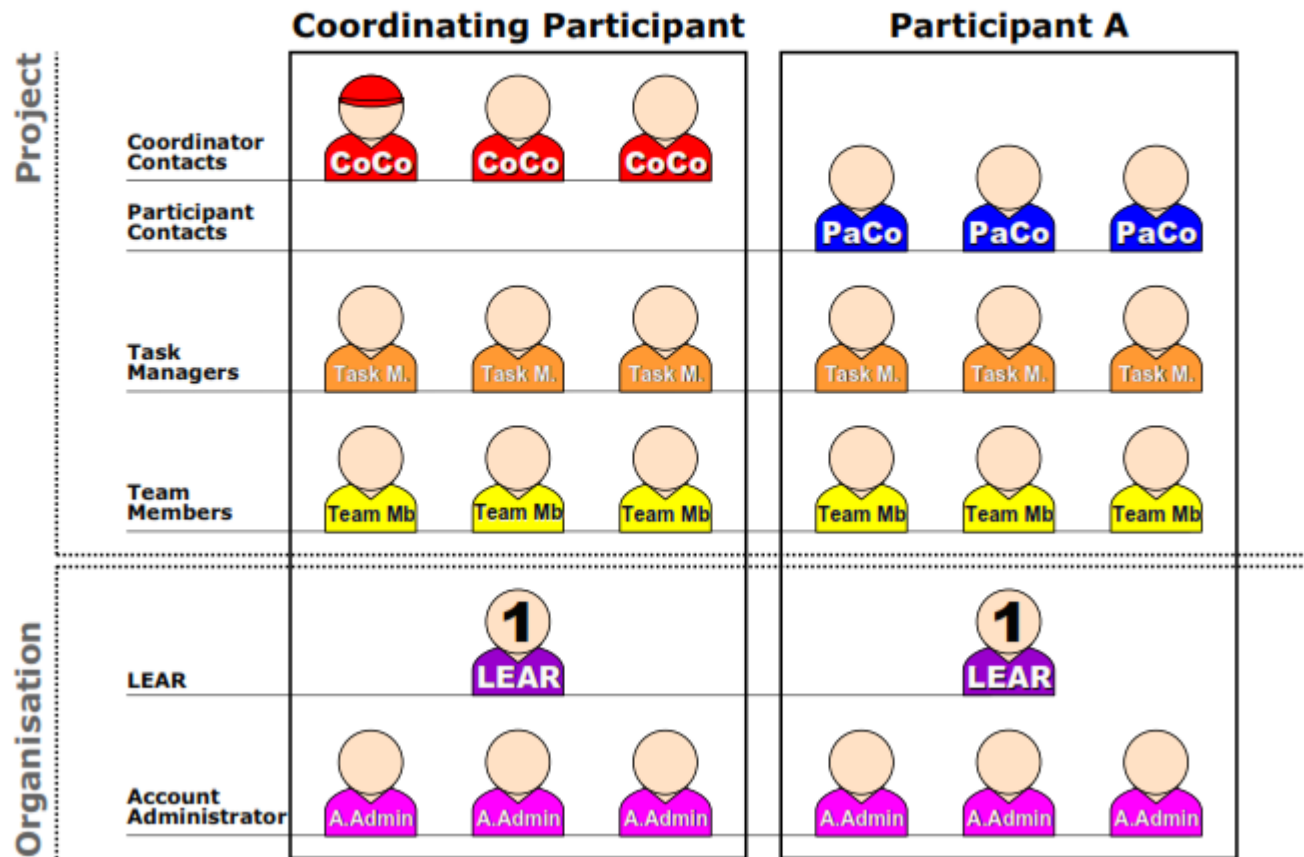


Changes in the new version of IAM



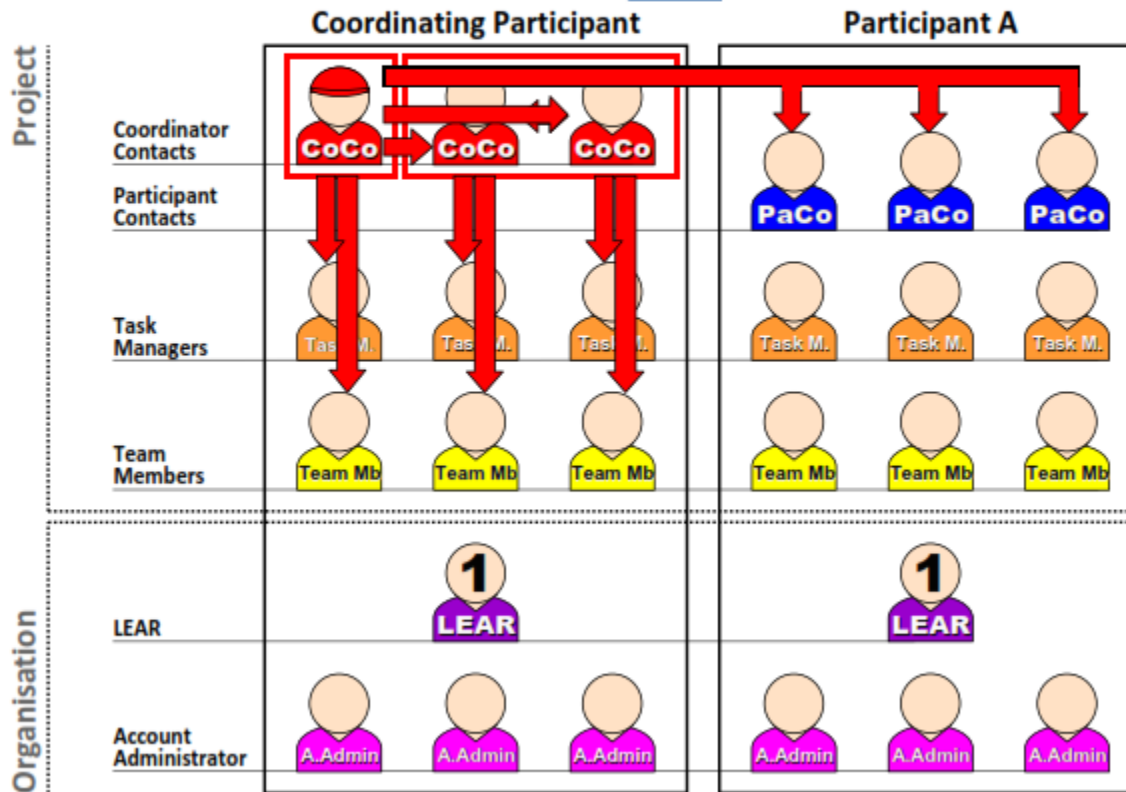


The new version of IAM



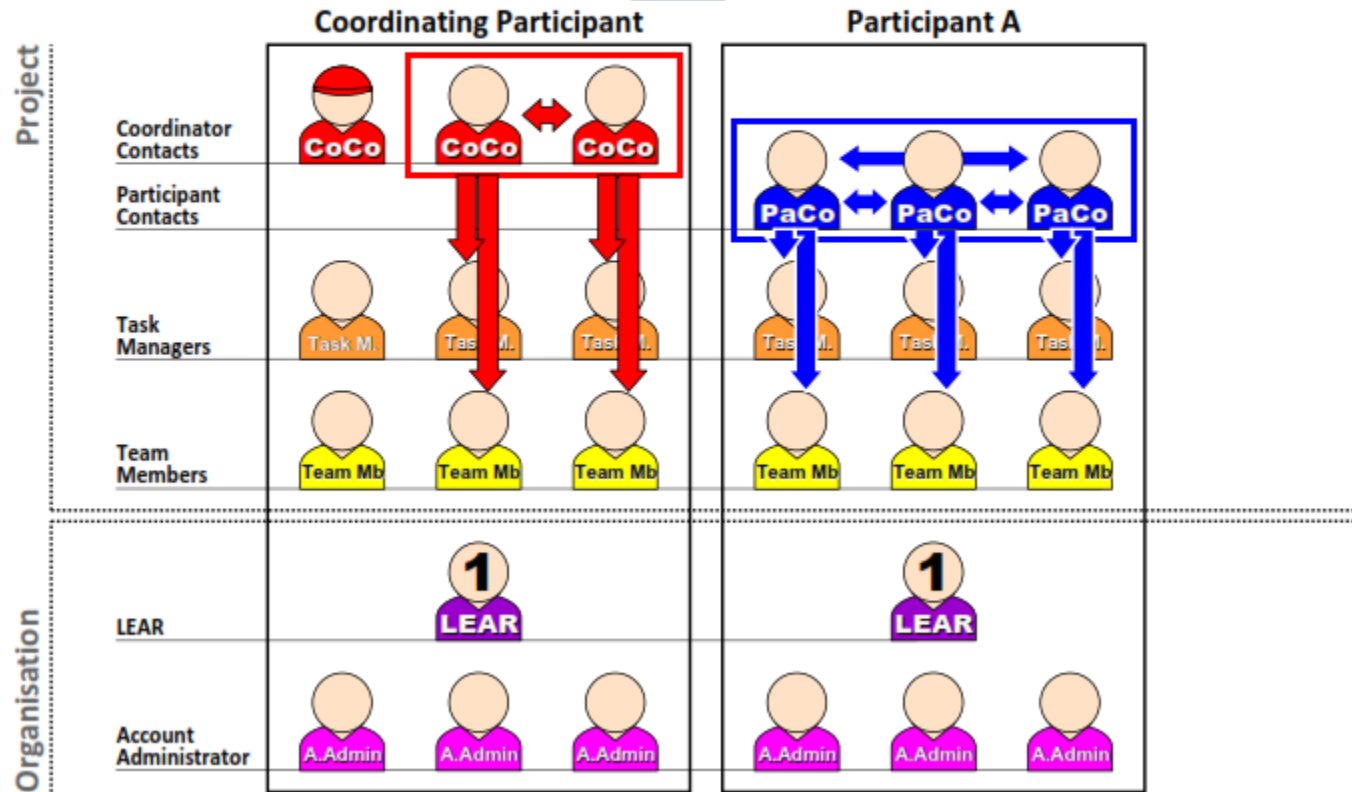


European
Commission





European
Commission





Access rights: Project roles



- Nominate and revoke Participant Contacts for any participating organisation.
+



- Nominate and revoke other Coordinator Contacts;
- Read/write access to own and common forms;
- Submit to European Commission/Agency;
+



- Nominate and revoke Participant Contacts, Task Managers and Team Members within their organisation;
- Read/write access to own forms;
- Submit to the Coordinator Contacts;
+



- Create and update forms;
+



- Read-only access



Access rights: Organisation roles



- Nominate and revoke Account Administrators within their organisation
- +



- Access the list of roles/persons representing their organisation
- Access their organisation's list of Projects and their summaries
- May request to revoke users from roles within his/her organisation



https://ec.europa.eu/research/participants/portal/desktop/en/home.html

Home - Research Participa...

Datei Bearbeiten Ansicht Favoriten Extras ?

Web Access für Remotede... Web Access für Remotede... Vorgeschlagene Sites Web Slice-Katalog Home - Research Particip...

Konvertieren Auswähle

Seite Sicherheit Extras

European Commission

Participant Portal

European Commission > Research & Innovation > Participant Portal > Home

MY AREA HOME FUNDING OPPORTUNITIES HOW TO PARTICIPATE EXPERTS SUPPORT

MEIKE DLABOHA

- My Organisation(s)
- My Proposal(s)
- My Project(s)
- My Notification(s)
- My Expert Area

Horizon 2020 Funding

Starting from 1/1/2014

On this site you can find and secure **funding** for research & innovation projects under the following EU programmes:

- 2014-2020 Horizon 2020 - research and innovation framework programme
- 2007-2013 7th research framework programme (FP7) and Competitiveness & Innovation Programme (CIP)

Non-registered users

- search for funding
- read the H2020 Online Manual & download the legal documents
- check if an organisation is already registered
- contact our support services or check our FAQs

Registered users

- submit your proposal
- sign the grant
- manage your project throughout its lifecycle

auf „my projects“ klicken



Jeder Partner braucht einen F-Sign. Diese Person darf Finanzabrechnungen digital unterschreiben. Normalerweise jemand wie head of finance.

- [Manage your scientific and financial reports](#)
- [View or manage roles and access rights in your projects consortia](#)

If you are LEAR and want to see the full list of your organisation projects, please go to **My Organisations** and click on the action button **VP**. LEAR can only view the list of projects in which their organisation is involved. If you want to see project details, your organisation main contact for this project or the project Coordinator has to give you access rights. For more details see the [H2020 online manual](#).

Legend

AA Access Amendment **AN** Access Negotiation **MP** Manage Project **FR** Financial Reporting **PR** Periodic Reporting **RD** Reporting & Deliverables **PC** Project Consortium

CSV EXPORT

Show 10 entries

Search

ACRONYM	CALL	PROG	PROJECTID	ROLES	PHASE	ACTIONS
CAMbrella	FP7-HEALTH-2009-single-stage	FP7	241951	PC	Active	FR RD
CLIMB	FP7-ENV-2009-1	FP7	244151	PC	Active	FR RD
LARGECELLS	FP7-ENERGY-2010-INDIA	FP7	261936	PC	Active	FR RD
PsyCris	FP7-SEC-2012-1	FP7	312395	PC	Active	FR RD
SIMWOOD	FP7-KBBE-2013-7-single-stage	FP7	613762	PC	Active	FR RD

Showing 1 to 5 of 5 entries.

← PREVIOUS 1 NEXT →

Klicken Sie auf
„PC“ = project
consortium



Project Consortium - Research Participant Portal - Windows Internet Explorer

https://ec.europa.eu/research/participants/api/apps/consortium/partnerdetails.html?pid=322386&dg=ENER&pgm=FP7&pic=998139119



RESEARCH & INNOVATION - PARTICIPANT PORTAL

Organisation: BAYERISCHE FORSCHUNGSALLIANZ BAVARIAN RESEARCH ALLIANCE GMBH **PIC:** 998139119

Street: PRINZREGENTENSTRASSE 52	House Number:
PoBox: 000	City: MUNCHEN
Postal Code: 80538	Country: DE

Please enter the contact name and details

* **Role :**

* **First Name :**

* **Last Name :**

* **Email :**

* required field

Participant Contact

Participant Contact
Proposed Legal Authorized Signatory
Project Financial Signatory
Task manager
Team Member

OK

CANCEL

Klicken Sie auf
„project financial
signatory“ und auf
„ok“



Project Consortium - Research Participant Portal - Windows Internet Explorer

https://ec.europa.eu/research/participants/api/apps/consortium/partnerdetails.html?pid=312395&dg=REA&pgm=FP7&pic=998139119

 RESEARCH & INNOVATION - PARTICIPANT PORTAL

Organisation: BAYERISCHE FORSCHUNGSALLIANZ BAVARIAN RESEARCH ALLIANCE GMBH

Street: PRINZREGENTENSTRASSE 52

PoBox: 000

Postal Code: 80538

Please enter the contact name and details

* Role :

* Choose among the following:

☐ Martin REICHEL
Managing Director

☐ Thomas Hans Wilhelm EIGNER

☐ LEAR

* required field

OK CANCEL

Wenn keine Liste von Personen zur Auswahl da ist, kontaktieren Sie Ihren LEAR, denn nur er kann Leute für diese Liste nominieren. (LEAR = Legal Entity Appointed Representative)

Eine Liste von möglichen Fsigns wird angezeigt



Project Consortium - Research Participant Portal - Windows Internet Explorer

https://ec.europa.eu/research/participants/api/apps/consortium/provisionContact.html



RESEARCH & INNOVATION - PARTICIPANT PORTAL

Organisation: BAYERISCHE FORSCHUNGSALLIANZ BAVARIAN RESEARCH ALLIANCE GMBH **PIC:** 998139119

Street: PRINZREGENTENSTRASSE 52 **House Number:**

PoBox: 000 **City:** MUNCHEN

Postal Code: 80538 **Country:** DE

Show 10 entries

Search

Project Roles for the Organisation

	ROLE	FULL NAME	USERID	EMAIL
☒	Project Financial Signatory	Thomas Hans Wilhelm EIGNER	neigthom	Eigner@bayfor.org
☒	Participant Contact	Meike DLABOHA	ndlabome	dlaboha@bayfor.org
☒	Participant Contact	Wolfgang THIEL	nthielwo	thiel@bayfor.org

Showing 1 to 3 of 3 entries.

← PREVIOUS 1 NEXT →

ADD ROLES REVOKE

Nachdem Sie eine Person ausgewählt haben, sehen Sie den Namen und die Rolle in Ihrer Liste. Bitte schließen Sie das Fenster.



Browser address bar: <https://ec.europa.eu/research/participants/portal/desktop/en/projects/index.html>

Page title: Projects - Research Particip...

Navigation menu: Datei Bearbeiten Ansicht Favoriten Extras ?

Search bar: Konvertieren Auswählen

Project list filters: Web Access für Remotede... Web Access für Remotede... Vorgeschlagene Sites Web Slice-Katalog Home - Research Particip...

Project list actions:

- [Submit amendments to your grant agreement](#)
- [Manage your scientific and financial reports](#)
- [View or manage roles and access rights in your projects consortia](#)

Information box:

If you are LEAR and want to see the full list of your organisation projects, please go to **My Organisations** and click on the action button **VP**. LEAR can only view the list of projects in which their organisation is involved. If you want to see project details, your organisation main contact for this project or the project Coordinator has to give you access rights. For more details see the [H2020 online manual](#).

Legend:

- AA Access Amendment
- AN Access Negotiation
- MP Manage Project
- FR Financial Reporting
- PR Periodic Reporting
- RD Reporting & Deliverables
- PC Project Consortium

CSV EXPORT

Show 10 entries

Search

ACRONYM	CALL	PROG	PROJECTID	ROLES	PHASE	ACTIONS
CAMBrella	FP7-HEALTH-2009-single-stage	FP7	241951	PC	Active	FR RD
CLIMB	FP7-ENV-2009-1	FP7	244151	PC	Active	FR RD
LARGECELLS	FP7-ENERGY-2010-INDIA	FP7	261936	PC	Active	FR RD
PsyCris	FP7-SEC-2012-1	FP7	312399	PC	Active	FR RD
SIMWOOD	FP7-KBBE-2013-7-single-stage	FP7	613762	PC	Active	FR RD

Showing 1 to 5 of 5 entries.

Navigation: ← PREVIOUS 1 NEXT →

Zurück auf dieser
Seite klicken Sie
auf „FR“ =
financial reporting



Project Information

General

Show

Details

Reporting Period : no. 1 (from 01/11/2013 - to 30/04/2015)

Beneficiaries List ?

Reporting Period : no. 1 (from 01/11/2013 - to 30/04/2015) ▼

Beneficiary	Beneficiary No.	Short Name	Status	Actions
BAYERISCHES STAATSMINISTERIUM FUR ERNAHRUNG, LANDWIRTSCHAFT UND FORSTEN	1	STMELF-LWF	-	
BAYERISCHE FORSCHUNGSALLIANZ (BAVARIAN RESEARCH ALLIANCE) GMBH	2	BayFOR	-	 
JRC -JOINT RESEARCH CENTRE- EUROPEAN COMMISSION	3	JRC	-	
EUROPEAN FOREST INSTITUTE	4	EFI	-	
UNIVERSITY COLLEGE DUBLIN, NATIONAL UNIVERSITY OF IRELAND, DUBLIN	5	NUID UCD	-	
FORESTRY COMMISSION RESEARCH AGENCY	6	FCRA	-	
INSTITUT TECHNOLOGIQUE FCBA (FORETCELLULOSE BOIS-CONSTRUCTION AMEUBLEMENT)	7	FCBA	-	
STICHTING DIENST LANDBOUWKUNDIG ONDERZOEK	8	DLO	-	
Internationales Institut für Wald und Holz NRW e.V.	9	IIWH	-	
KURATORIUM FUR WALDARBEIT UND FORSTTECHNIK KWF EV*KFW	10	KWF	-	



Submit to EU ▼

Klicken Sie auf das
„+“ Symbol



Form C Editor - Windows Internet Explorer

https://webgate.ec.europa.eu/FormC/fp7/force/costStatement/viewCostStatement.action?costStatementId=741547

Form C history : Version : 1 - EU Submission Date: [dropdown] [print icon] [refresh icon]

Beneficiary

Contractor's Legal Name: BAYERISCHE FORSCHUNGSALLIANZ (BAVARIAN RESEARCH ALLIANCE) GMBH
Short Name: BayFOR
Comment: [text area]

Participant Identity Code: 998139119
Beneficiary No.: 6

Lump Sums Used: ☐
Funding % for RTD activities: 50

Indirect Cost Method: Simplified Method
Flat Rate for Indirect Costs %: [text box]

1. Declaration of eligible costs/lump sum/flat-rate/scale of unit (in €)

Eligible costs (in €)	Type of activities				Total (E) = (A) + (B) + (C) + (D)
	RTD (A)	Demonstration (B)	Management (C)	Other (D)	
Personnel costs	2400.00				2400.00
Subcontracting					0.00
Other direct costs				1200.00	1200.00
Indirect costs					0.00
Lump sums / flat-rate / scale of unit declared					0.00
Total	2400.00			1200.00	3600.00
	1200.00	0.00	0.00	1200.00	2400.00
					2400.00

free of charge from third parties? ☐
received a receipt according to Art II 17 of the grant agreement? ☐

Klicken Sie auf die Zelle, in die Sie etwas eintragen wollen.

Der obere Teil wird automatisch ausgefüllt, aber ein Check lohnt sich

Ein Pop-up Fenster geht auf. Wenn nicht, überprüfen Sie den Pop-up Blocker

Form C Editor - Windows Internet Explorer

https://webgate.ec.europa.eu/FormC/fp7/force/costStatement/viewCostStatement.action?costStatementId=741547

Form C history : Version : 1 - EU Submission Date: [v] [p] [R]

Beneficiary

Contractor's Legal Name: BAYERISCHE FORSCHUNGSALLIANZ (BAVARIAN RESEARCH ALLIANCE) GMBH
Short Name: BayFOR
Comment: []

Participant Identity Code: 998139119
Beneficiary No.: 6

Lump Sums Used: []
Funding % for RTD activities: 50

Indirect Cost Method: Simplified Method

1. Declaration of eligible costs/lump sum/flat-rate

RTD/Personnel costs		
Cost	Explanation	Work Package
2000.00	Meike Dlaboha, administrative project manager, salary x person months	8,9
400.00	Philip Pfäfers, student assistant, salary for 37 hours	8,9
2400.00	TOTAL	

Eligible costs: []
Personnel costs: []
Subcontracting: []
Other direct costs: []
Indirect costs: []
Lump sums / flat-rate / scale of unit: []

Requested EU contribution: 2400.00

Das „+“ Symbol öffnet eine neue Zeile

Tragen Sie die Kosten ein, die Erläuterung wofür die Kosten waren und das Work package

Die Summe wird automatisch berechnet, sobald man auf „done“ klickt



Speichern Sie ab
und an, denn das
Portal stürzt ganz
gern mal ab.

Form C Editor - Windows Internet Explorer

https://webgate.ec.europa.eu/FormC/fp7/force/costStatement/viewCostStatement.action?costStatementId=741547

2. Declaration of Receipts (in €)

Did you receive any financial transfers or contributions in kind, free of charge from third parties?
Or did the project generate any income which could be considered a receipt according to Art.II.17 of the grant agreement? ☐

If yes, please mention the amount (in €)

3. Declaration of interest generated by the pre-financing (in €) (To be completed only by the coordinator)

Did the pre-financing you received generate any interest until 31/12/2012 according to Art. II.19? ☐

If yes, please mention the amount (in €)

4. Certificate on the methodology

Do you declare average personnel costs according to Art. II.14.1? ☐

Is there a certificate on the methodology provided by an independent auditor and accepted by the European Union according to Art. II.4.4? ☐

Name of the auditor Cost of the certificate (in €), if charged under this project

5. Certificate on the financial statements

Is there a certificate on the financial statements provided by an independent auditor attached to this financial statement according to Art. II.4.4? ☐

Name of the auditor Cost of the certificate (in €)

6. Beneficiary's declaration on their honour ?

Name of the person authorised to sign this Financial Statement Date

Please note that according to your grant agreement (*article II.4.5*) financial statements (Forms C) and certificates (if needed) must be electronically signed and submitted through the secured electronic system provided by the Commission (relevant instructions and terms of use are available at [<https://ec.europa.eu/research/participants/portal/page/faq>]).

Even if your organisation seems to have nominated a LEAR, at this moment there is no authorised signatory for the Form Cs of your organisation assigned to this project and you cannot proceed at this stage. Please review the instructions provided in the above mentioned link and check internally whether your LEAR has already nominated the authorised financial signatories for your organisation and whether one of those has been assigned to this project by the relevant contact persons as defined in the Participant Portal.

Datum nicht vergessen

Form C 3.5.6 in PROD

...so sieht es aus, wenn man speichern vergessen hat: ☹

Form C Editor - Windows Internet Explorer

https://webgate.ec.europa.eu/FormC/fp7/force/costStatement/viewCostStatement.action?costStatementId=741547&sourcePage=

Help Logout

 **RESEARCH & INNOVATION**
Participant Portal - Grant Management - Financial Reporting

Project Information

General Show

Details

Reporting Period : no. 1 (from 01/07/2013 - to 30/06/2014)

Form C

Please Wait...





Form C Editor - Windows Internet Explorer

https://webgate.ec.europa.eu/FormC/fp7/force/submission/view.action

Project Information

General Show

Details

Reporting Period : no. 1 (from 01/07/2013 - to 30/06/2014)

Beneficiaries List ?

Reporting Period : no. 1 (from 01/07/2013 - to 30/06/2014)

Beneficiary	Beneficiary No.	Short Name	Status	Actions
LUDWIG-MAXIMILIANS-UNIVERSITAET MUENCHEN	1	LMU Muenchen	-	
UNIVERSIDAD DE GRANADA	2	UGR	-	
UMIT- PRIVATE UNIVERSITAT FUER GESUNDHEITSWISSENSCHAFTEN, MEDIZINISCHEINFORMATIK UND TECHNIK GMBH	3	UMIT	-	
VIESOJI ISTAIGA KITOKIE PROJEKTAI	4	KKP	-	
Blended Solutions GmbH	5	BSO	-	
BAYERISCHE FORSCHUNGSALLIANZ (BAVARIAN RESEARCH ALLIANCE) GMBH	6	BayFOR	Draft (Version 1)	
AMUTA LE YELADIM BESHUN	7	CHC	-	
KROPFREITER DIETER - INSIGHT INSTRUMENTS DIPL. ING. DR. KROPFREITER	9	YLI	-	
GROUPE DE SUPPORT PSYCOLOGIQUE ASBL	10	GSP	-	
COLEGIO OFICIAL DE PSICOLOGOS DE ANDALUCIA ORIENTAL COPAO	11	COPAO	-	

Submit to EU

Form C 3.5.6 in PROD

Draft = gespeicherte Version; weiter daran arbeiten indem man auf seinen Namen klickt



2. Declaration of Receipts (in €)

Did you receive any financial transfers or contributions in kind, free of charge from third parties?
Or did the project generate any income which could be considered a receipt according to Art.II.17 of the grant agreement? ☐

If yes, please mention the amount (in €)

3. Declaration of interest generated by the pre-financing (in €) (To be completed only by the coordinator)

Did the pre-financing you received generate any interest until 31/12/2012 according to Art. II.19? ☐

If yes, please mention the amount (in €)

4. Certificate on the methodology

Do you declare average personnel costs according to Art. II.14.1?

Is there a certificate on the methodology provided by an independent auditor and accepted by the European Union according to Art. II.14.1? ☐

Name of the auditor

Cost of the certificate (in €), if charged under this project

5. Certificate on the financial statements

Is there a certificate on the financial statements provided by an independent auditor attached to this financial statement according to Art. II.4.4? ☐

Name of the auditor

Cost of the certificate (in €)

6. Beneficiary's declaration on their honour ?

Name of the person authorised to sign this Financial Statement

Date

Wenn Ihr Fsign noch nicht benannt ist,
bekommen Sie diese Warnung angezeigt

 Please note that according to your grant agreement (article II.4.5) financial statements (Forms C) and certificates (if needed) must be electronically signed and submitted through the secured electronic system provided by the Commission (relevant instructions and terms of use are available at [<https://ec.europa.eu/research/participants/portal/page/faq>]). Even if your organisation seems to have nominated a LEAR, at this moment there is no authorised signatory for the Form Cs of your organisation assigned to this project and you cannot proceed at this stage. Please review the instructions provided in the above mentioned link and check internally whether your LEAR has already nominated the authorised financial signatories for your organisation and whether one of those has been assigned to this project by the relevant contact persons as defined in the Participant Portal.

Cancel

Delete

Save



Wenn Ihr Fsign korrekt nominiert ist, klicken Sie auf „notify Fsign“. Der Fsign kann dann das Form C weiterleiten an den Koordinator.

Lump sums / flat-rate / scale of unit declared					0.00
Total	2400.00			1200.00	3600.00
Maximum EU Contribution	1200.00	0.00	0.00	1200.00	2400.00
Requested EU contribution					2400.00

2. Declaration of Receipts (in €)

Did you receive any financial transfers or contributions in kind, free of charge from third parties?
Or did the project generate any income which could be considered a receipt according to Art.II.17 of the grant agreement? ☐
If yes, please mention the amount (in €)

3. Declaration of interest generated by the pre-financing (in €) (To be completed only by the coordinator)

Did the pre-financing you received generate any interest until 31/12/2012 according to Art. II.19? ☐
If yes, please mention the amount (in €)

4. Certificate on the methodology

Do you declare average personnel costs according to Art. II.14.1? ☐
Is there a certificate on the methodology provided by an independent auditor and accepted by the European Union according to Art. II.4.4? ☐
Name of the auditor Cost of the certificate (in €), if charged under this project

5. Certificate on the financial statements

Is there a certificate on the financial statements provided by an independent auditor attached to this financial statement according to Art. II.4.4? ☐
Name of the auditor Cost of the certificate (in €)

6. Beneficiary's declaration on their honour ?

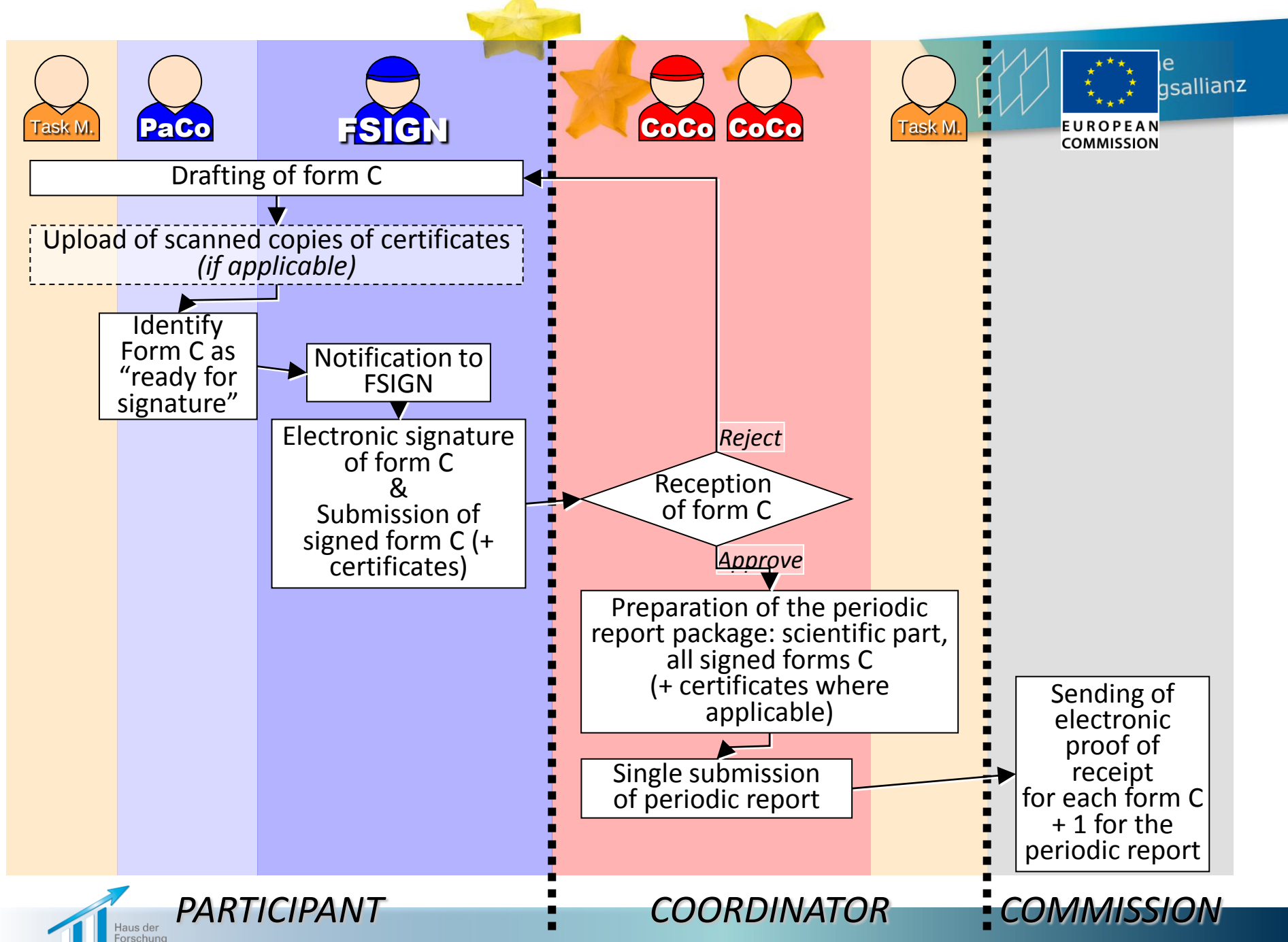
Name of the person authorised to sign this Financial Statement Date dd/MM/yyyy

Back

Delete

Save

Notify FSign





2. 3. 4. 5. 6.

Personnel costs	127000.00	45000.00	45000.00			167000.00
Subcontracting						0.00
Other direct costs						0.00

The Coordinator Contact can reject a Form C by clicking on the "Reject" button in the Form C

Total	328888.88	95888.88	95888.88			295555.56
Maximum MC Contribution	60000.00	40000.00	40000.00			SPECIFIED
Requested MC contribution						SPECIFIED

7. Declaration of Receipts (in €)

Did you receive any financial transfers or contributions in kind, free of charge, or did the project generate any income which could be considered as such? If yes, please mention the amount (in €)

8. Declaration of interest generated by the pre-financing (in €) (in €)

Did the pre-financing you received generate any interest according to Art. 12.4.4? If yes, please mention the amount (in €)

9. Certificate on the methodology

Do you declare average personnel costs according to Art. 12.4.4?

Is there a certificate on the methodology provided by an independent auditor and accepted by the Commission according to Art. 12.4.4?

Name of the auditor: _____ Cost of the certificate (in €), if charged under this project: _____

10. Certificate on the financial statements

Is there a certificate on the financial statements provided by an independent auditor attached to this financial statement according to Art. 12.4.4?

Name of the auditor: _____ Cost of the certificate (in €): _____

11. Beneficiary's declaration on their honour?

Name of the person authorized to sign this financial statement: Date:



Navigation

Reporting Periods | Submission History

Project Information

[General](#) Hide

Project Acronym : AAAA
Contract version : Grant
Funding Scheme : Com
Call Identifier : FP7-
Start Date (dd/mm/yyyy) : 01/0

[Details](#)

Reporting Period : no. 1 (from 01/01/2005 - to 30/04/2006)

Beneficiaries List [?](#)

Reporting Period : no. 1 (from 01/01/2005 - to 30/04/2006)

Beneficiary	Beneficiary No.	Short Name	Status	Actions
Legal name Coordinator	1	WWWV	Submitted to EC (Draft)	
Legal name Beneficiary 2	2		Submitted to EC (Draft)	
	3		Submitted to EC (Draft)	
	4		Submitted to EC (Draft)	
	5		Draft (Draft)	
	6		-	
	7		-	
	8		-	
	9		-	
	10		-	

Showing page 1 | 1

[Submit to EC](#)



Service for Coordinator Contacts and Participant Contacts only

A to Z | Sitemap | Search | About this site | Contact | Legal Notice | English (en)

European Commission > Research & Innovation > Participant Portal > My Projects > Active

Home | FP7 Calls | FP7 Doc | My Organisations | My Proposals | My Projects | My Roles | Notifications | ?

LOGIN

Demo ACCOUNT
In addition to logging out, you must close all your browser windows to avoid any unauthorised access

NEED HELP?

- Frequently Asked Questions
- User manual
- Presentations
- Contact the Helpdesk

WHAT'S NEW

Participant Portal V3.2 (02/2012)

- Revised Role Management (allowing for more flexibility in assigning roles for negotiation and reporting in projects).

PROJECT LIST FOR DEMO ACCOUNT

If you are a LEAR of your organisation, please visit the tab My Organisations and follow the link "View projects" to have the list of projects linked to your organisation. A LEAR can only view projects their organisation is linked with. Granting access to projects is done separately.

Please visit the [user manual](#) for roles nominations details

Show 10 entries Search:

Acronym	Call	Prog.	Project ID	Roles	Phase	Actions
TEST PROJECT1	FP7-HEALTH-2007-B	FP7	999991		Active	
TEST PROJECT2	FP7-SSH-2008-A	FP7	999992		Active	

Showing 1 to 2 of 2 entries

First Previous 1 Next Last

Manage consortium:
the top roles (Coordinator Contacts
and Participant Contacts) can be managed



RESEARCH & INNOVATION
Participant Portal

European Commission > Research & Innovation > Participant Portal > My Projects > Active

Home | FP7 Calls | FP7 Doc | My Organisations | My Proposals | My Projects | My Roles | Notifications | ?

LOGIN

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NEED HELP?
[Frequently Asked Questions](#)
[User manual](#)
[Presentations](#)
[Contact the Helpdesk](#)

WHAT'S NEW
Participant Portal V3.2 (02/2012)

- Revised Role Management (allowing for more flexibility in assigning roles for negotiation and reporting in projects).
- New functions related to the

PROJECT LIST FOR DEMO ACCOUNT
If you are a LEAR of your organisation, you can access the list of projects linked to your organisation. If you are not a LEAR, you must contact your organisation to have the list of projects. Access to projects is done separately.
Please visit the [user manual](#) for roles nominations details.

Available tools for projects in "Negotiation" phase:

Showing 10 entries

Acronym	Call	Prog.	Project ID	Roles	Phase	Actions
TEST STIFF 22		FP7	999999		Negotiation	

Showing 1 to 1 of 1 entries

First Previous 1 Next Last

AN = Access Negotiation



The screenshot shows the FCMS interface with the 'My Projects' tab selected. The left sidebar contains a 'PROJECT MENU' with 'Project Roles' highlighted. The main content area displays the 'Roles of Project' table, which lists roles for the project 'ETICA' (ID: 230318). The table has columns for Select, Role, Name, Email, Organisation, and PIC. The first row, 'Primary Coordinator', is highlighted in blue. A red box highlights the 'Add or revoke roles in the Project' button at the bottom right.

Select	Role	Name	Email	Organisation	PIC
☒	Primary Coordinator	XXXXXXXXXX	XXXXXXXXXX@XXXXXX	XXXX	XXXXXXXXXX
☐	Coordinator Contact	XXXXXXXXXX	XXXXXXXXXX@XXXXXX	XXXX	XXXXXXXXXX
☐	Coordinator Contact	XXXXXXXXXX	XXXXXXXXXX@XXXXXX	XXXX	XXXXXXXXXX
☐	Coordinator Contact	XXXXXXXXXX	XXXXXXXXXX@XXXXXX	XXXX	XXXXXXXXXX
☐	Coordinator Contact	XXXXXXXXXX	XXXXXXXXXX@XXXXXX	XXXX	XXXXXXXXXX
☐	Coordinator Contact	XXXXXXXXXX	XXXXXXXXXX@XXXXXX	XXXX	XXXXXXXXXX
☐	Coordinator Contact	XXXXXXXXXX	XXXXXXXXXX@XXXXXX	XXXX	XXXXXXXXXX
☐	Coordinator Contact	XXXXXXXXXX	XXXXXXXXXX@XXXXXX	XXXX	XXXXXXXXXX
☐	Coordinator Contact	XXXXXXXXXX	XXXXXXXXXX@XXXXXX	XXXX	XXXXXXXXXX
☐	Coordinator Contact	XXXXXXXXXX	XXXXXXXXXX@XXXXXX	XXXX	XXXXXXXXXX

Showing 1 to 10 of 41 entries

First Previous 1 2 3 4 5 Next Last

Add + Revoke Selected



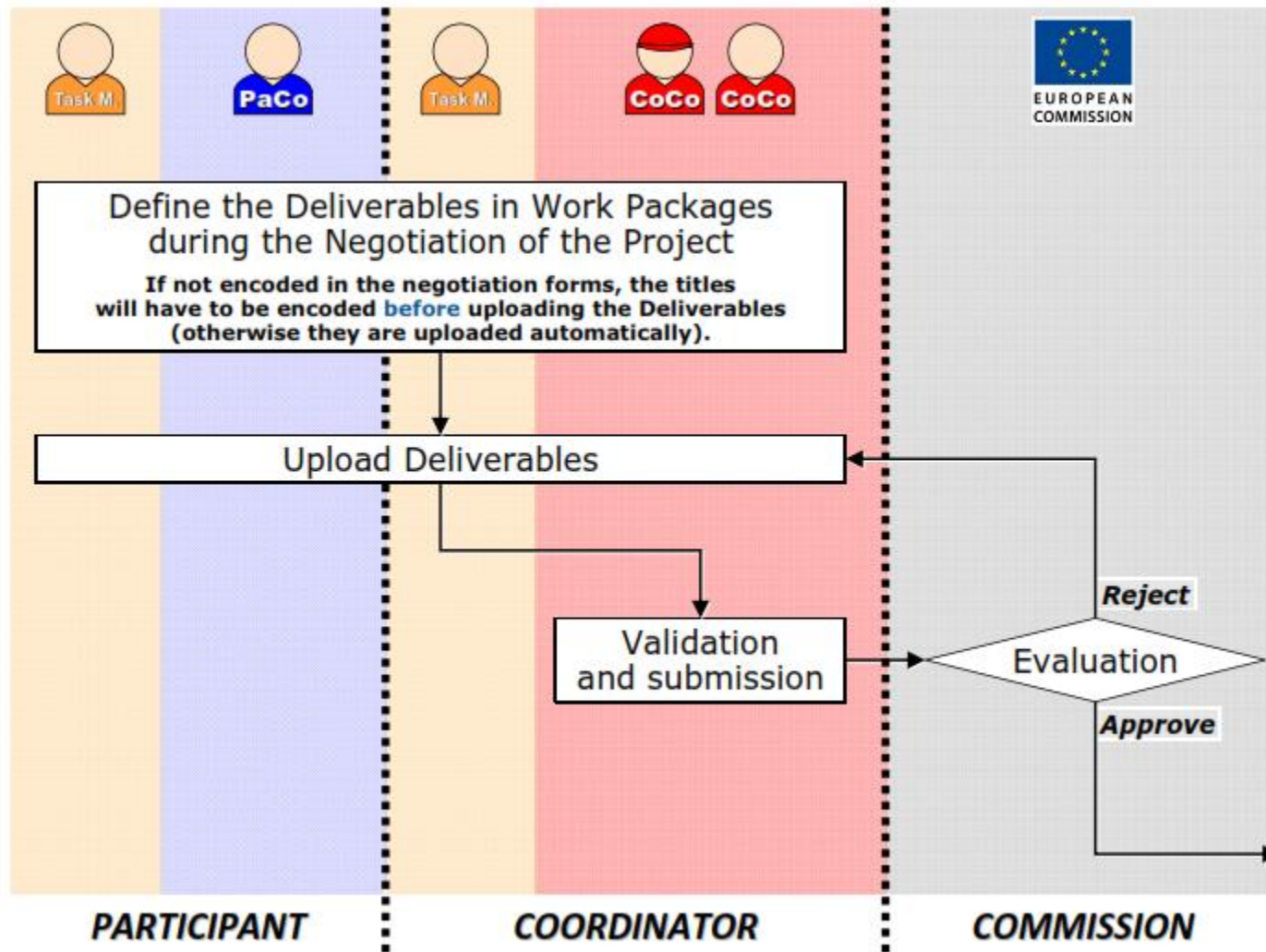
Project consortium – role management

Add or revoke contacts if you are a (primary) coordinator contact or participant contact.



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NEF = negotiation facility





Participant Portal
Research & Innovation - Participants

European Commission > Research & Innovation > Participant Portal

Home | My Organisations | My Proposals | My Projects | My Roles | My Notifications | FP7 Documentation | FP7 Calls | Support

LOGIN

Logout

Johnny CADDY
Authentication and security help is available [here](#).

GET HELP?

- See the [access user manual](#)
- You can consult [FAQs](#)
- Watch the demonstration of the Participant Portal - [Introduction](#)
- If you cannot find an answer there, then submit your question via the [eTSP service desk](#)

[read more...](#)

WHAT'S NEW

Participant Portal V3.1.1 (07/2011)

- The Participant Portal has become the European Commission's single authoritative website for the publication of FP7 calls. The FP7 call-related information is no longer published on CORDIS. Users of the Find a call section on CORDIS are redirected to the relevant pages of the "FP7 Calls" section of the Participant Portal.
- Additional services such as RSS feeds, blog listing and e-mail notifications are also provided and users are encouraged to sign up for these services on the Participant Portal

[read more...](#)

QUICK LINKS

PROJECT LIST FOR JOHNNY CADDY

If you are a LEAR of your organisation, please visit the tab My Organisations and follow the link "View projects" to have the list of projects linked to your organisation. A LEAR can only view projects their organisation is linked with. Sharing access to projects is done separately.

Please visit the [user manual](#) for roles nominations details.

Show 10 entries Search:

Acronym	Call	Prog.	Project ID	Roles	Phase	Actions
ACCORD	KK4-050400-000000	FP7	00000000		Active	
HEX	KK4-050400-000000	FP7	00000000		Negotiation	
KORDIS	KK4-050400-000000	FP7	00000000		Active	
KORDIS	KK4-050400-000000	FP7	00000000		Active	
KORDIS	KK4-050400-000000	FP7	00000000		Active	
KORDIS	KK4-050400-000000	FP7	00000000		Active	
KORDIS	KK4-050400-000000	FP7	00000000		Active	

Showing 1 to 7 of 7 entries

First Previous 1 Next Last

AA = Access Amendment



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Forschungsallianz

Deliverables und Reporting



RESEARCH & INNOVATION
Participant Portal

European Commission > Research & Innovation > Participant Portal > My Projects > Active

Home | FP7 Calls | FP7 Doc | My Organisations | My Proposals | My Projects | My Roles | Notifications | ?

LOGIN
 Logout
Demo ACCOUNT
In addition to logging out, you must close all your browser windows to avoid any unauthorised access.

NEED HELP?

- [Frequently Asked Questions](#)
- [User manual](#)
- [Presentations](#)
- [Contact the Helpdesk](#)

WHAT'S NEW
Participant Portal V3.2 (02/2012)

- Revised Role Management (allowing for more flexibility in assigning roles for negotiation and reporting in projects).
- Your business added to the

PROJECT LIST FOR DEMO ACCOUNT

If you are a LEAR of your organisation, you can access the list of projects linked to your organisation. If you are not a LEAR, you must do this separately.

Available tools for projects in "Active" phase:

Show 10 entries Search:

Acronym	Call	Prog.	Project ID	Roles	Phase
TE					Active
TE					Active
TE					Active
TE					Active
TE					Active

Showing 1 to 5 of 5 entries

First Previous 1 Next Last

AA = Access Amendment
FR = Financial Reporting
PR = Periodic Reporting
RD = Reporting & Deliverables

PR
PR AA
RD FR AA
RD FR
RD FR



RESEARCH & INNOVATION
Participant Portal - Grant Management - Scientific Reporting

FP7 Home > Project Management > FP7 Work with a Project > ...

You are logged as:
Demo ACCOUNT
[logout]

Menu
Review Reports
Reports
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Dissemination
Activities
Patents
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Help Documents

FP7 Work with a Project **8858388**

Please choose one of the following:
■ To go to home page, select 'Home' from menu.
■ To fill-in review report, select 'Review Reports' from menu.
■ To fill-in report, select 'Reports' from menu.
■ To logout from the system, select 'Logout' from menu.

What is FP7? : FP7 step by step : Find a Call : Get Support : Find a Partner : Find a Document : Prepare & submit a proposal : What's New?

QUEST Version 8.4.5.06 in PREPROD environment

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Accessing the Deliverables tool



RESEARCH & INNOVATION

Participant Portal - Grant Management - Scientific Reporting

FP7 Home > Project Management > FP7 Work with a Project > ...

You are logged as:

Demo ACCOUNT
[manager]

[My profile](#)

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[Publications](#)

[Communication](#)

[Activities](#)

[Patents](#)

[Exploitable](#)

[Foregrounds](#)

[Close window](#)

[Help Documents](#)

FP7 Work with a Project 2833366

Please choose one of the following:

- ☐ To go to home page, select 'Home' from menu.
- ☐ To fill-in review report, select 'Review Reports' from menu.
- ☐ To fill-in report, select 'Reports' from menu.
- ☐ To logout from the system, select 'Logout' from menu.

What is FP7? | FP7 step by step | Find a Call | Get Support | Find a Partner | Find a Document | Prepare & submit a proposal | What's New?

Tip

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QUEST version 3.4.6.06 in PREPROD environment

Accessing the Publications tool



RESEARCH & INNOVATION

Participant Portal - Grant Management - Scientific Reporting

FP7 Home > Project Management > Publications

You are logged as:

Meike DLABOHA
[ndlabome]

[Helpdesk](#)

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Publications Type

Project Information 312395 - PSYcho-Social Support in CRISis Management

Publication type

Peer reviewed publication

Paper in Proceedings of a Conference/Workshop

Article/Section in an edited book or book series

Thesis/Dissertation

University Publication/Scientific Monograph

[Request a new peer reviewed journal](#)

Publications Form

D.O.I.



[Open D.O.I. website](#)

Fields will be overwritten with DOI information after leave DOI field.

Title *

Author(s) *

Journal *

Publisher

(will be auto-inserted after selecting the title of the journal)

Publisher location

ISSN

ACS



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https://webgate.ec.europa.eu/sesam-fp7/selectPubTitle.do - Internet Explorer

https://webgate.ec.europa.eu/sesam-fp7/selectPubTitle.do



RESEARCH & INNOVATION

Participant Portal - Grant Management - Scientific Reporting

Peer-reviewed scientific journals

Please select a scientific journal title or an ISSN/eISSN:

Scientific Journal title: *physical rev| Found 11 results

ISSN:

eISSN:

- Biophysical Reviews - ISSN: 1867-2450 - eISSN: 1867-2469
- Biophysical Reviews and Letters - ISSN: 1793-0480
- Physical Review A - Atomic, Molecular, and Optical Physics - ISSN: 1050-2947 - eISSN: 1094-1622
- Physical Review B - Condensed Matter and Materials Physics - ISSN: 1098-0121
- Physical Review C - Nuclear Physics - ISSN: 1089-490X - eISSN: 0556-2813



SESAM - Publications Management Page - Internet Explorer
https://webgate.ec.europa.eu/sesam-fp7/publications.do

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D.O.I. [Open D.O.I. website](#)

Fields will be overwritten with DOI information after leave DOI field.

Title *

Author(s) *

Journal *

Publisher (will be auto-inserted after selecting the title of the journal)

Publisher location

ISSN

eISSN

Volume/Issue *

Date of publication * [?](#)
Syntax: dd/mm/yyyy

URL

Relevant pages *

Open access is/will be provided to this publication Yes ☐ No ☐

[Add Publication](#) [Cancel Edition](#)

Project Publications (Peer reviewed publication)

Order Nº	Nº	D.O.I.	Title	Author (s)	Title of the periodical or the series	Number, date or frequency	Publisher	Place of publication	Date of publication	Relevant pages	Open access is/will be provided to this publication	Status	Actions
-------------	----	--------	-------	---------------	--	------------------------------	-----------	-------------------------	------------------------	-------------------	--	--------	---------



SESAM - Request Peer Reviewed Journal Page - Internet Explorer
https://webgate.ec.europa.eu/sesam-fp7/requestJournal.do

You are logged as:
Meike DLABOHA
[ndlabome]
[Helpdesk](#)

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Search existing peer reviewed journal

Please, verify that the peer reviewed journal doesn't already exist before create a new request.

Query

Search by journal title, publisher, ISSN and eISSN

Request Peer Reviewed Journal

Project 312395 - CP - Collaborative project

Beneficiary name BAYERISCHE FORSCHUNGSALLIANZ (BAVARIAN RESEARCH ALLIANCE) GMBH

Beneficiary PIC 998139119

Username ndlabome

Contact email

Journal title *

Publisher *

Publication type * 

ISSN

eISSN

Country * 

The periodical publication is a peer reviewed journal ☐



RESEARCH & INNOVATION

Participant Portal - Grant Management - Scientific Reporting

FP7 Home > Project Management > Dissemination Activities Page

You are logged as:

Meike DLABOHA
[ndlabome]

[Helpdesk](#)

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[Patents](#)
[Exploitable Foregrounds](#)
[Close window](#)

List of Dissemination Activities.

Type of activities

Main Leader

Title

Date

Place

*Type of audience

Publication

Organisation of Conference

Organisation of Workshops

Web sites/Applications

Press releases

Flyers

Articles published in the popular press

Videos

Media briefings

Presentations

Oral presentation to a wider public

Oral presentation to a scientific event

Exhibitions

Thesis

Interviews

Films

TV clips

Posters

☐ Policy makers

☐ Medias

Size of audience

Countries addressed

[Add Activity](#)

[Cancel Edition](#)

ANDALUCIA ORIENTAL COPAO



SESAM - Activities Management Page - Internet Explorer

https://webgate.ec.europa.eu/sesam-fp7/disseminationActivities.do



Participant Portal - Grant Management - Scientific Reporting

FP7 Home > Project Management > Dissemination Activities Page

You are logged as:

Meike DLABOHA
[ndlabome]

[Helpdesk](#)

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List of Dissemination Activities.

Type of activities * Publication

Main Leader * COLEGIO OFICIAL DE PSICOLOGOS DE ANDALUCIA ORIENTAL COPAO

Title *

Date *

Syntax: dd/mm/yyyy

Place *

*Type of audience

- ☐ Scientific community (higher education, Research)
- ☐ Industry
- ☐ Civil society
- ☐ Policy makers
- ☐ Medias

Size of audience *

Countries addressed *

Add Activity Cancel Edition

Project Dissemination Activities

Nº	Type of activities	Main leader	Title	Date	Place	Type of audience	Size of audience	Countries addressed
						Scientific community		



You are logged as:

Meike DLBOHA
[ndlabome]

[Helpdesk](#)

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List of the exploitable foregrounds for the project

Exploitable Foregrounds List

Type of exploitable foreground

* General advancement of knowledge

Exploitable Foreground (description)

Confidential

* Yes ☐ No ☐

Foreseen embargo date

Syntax: dd/mm/yyyy

Exploitable product(s) or measure(s)

Sector(s) of application

Timetable for commercial use or any other use

Patents or other IPR exploitation (licenses)

Owner & Other Beneficiary(s) involved

Add Foreground

Cancel Edition

Project Exploitable Foregrounds

Type of exploitable foreground	Exploitable Foreground (description)	Confidential	Foreseen embargo date	Exploitable product (s) or measure(s)	Sector(s) of application	Timetable for commercial use or any other use	Patents or other IPR exploitation (licenses)	Owner & Other Beneficiary(s) involved	Status	Actions
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javascript:goFromMenu('exploitableForegrounds.do', null)



You are logged as:

Meike DLABOHA
[ndlabome]

[Helpdesk](#)

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List of applications for Patents, Trademarks, Registered designs, etc.

Please follow these instructions when filling in applications:

1. Only applications already registered (with a valid Application Reference) should be input in SESAM.
2. One entry per application registration should be created in SESAM in order to have only one application reference per entry.
3. If you select type 'Patents', you will be requested to provide the IP organisation to which the patent was registered.
4. The code of the IP organisation selected should be present in the application reference that you provided.
5. If the IP organisation field doesn't apply to your patent, please select the '-' value for that field.

Type of IP Rights * Patents

Application reference (e.g. EP123456) * [Load Patent Application data](#)

Intellectual Property Organization *

Subject or title of application *

Confidential * Yes ☐ No ☐

Foreseen embargo date

Syntax: dd/mm/yyyy

Applicant(s) (as on the application) *

URL of application
(Mandatory for Patents)

Project Patents

Type of IP Rights	Application reference(s) (e.g. EP123456)	Intellectual Property Organisation	Subject or title of application	Confidential	Foreseen embargo date	Applicant(s) (as on the application)	URL of application	Status	Actions
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[FP7 Home](#) > [Project Management](#) > [Select report](#) > ...

to place

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Participant All

Username	Participant Index	Form name	Period	Date created	Date last updated	Status	Comment	Delete	Print
----------	-------------------	-----------	--------	--------------	-------------------	--------	---------	--------	-------

Report status: Submitted

Username	Participant Index	Form name	Attachments	Period	Date submitted	Date rejected	Status	Comment	AREE Reg. N.	Acknowledgement
----------	-------------------	-----------	-------------	--------	----------------	---------------	--------	---------	--------------	-----------------

QUEST version 8.4.6.06 in PREPROC environment.

[Tip](#) | [CORDIS](#) | [About](#) | [Help Desk](#) | [FAQ](#) | [Feedback](#)



How to submit the reports?

By electronic means:

(via the Participant Portal web services)

Periodic Reports, Final Reports, Deliverables, etc. and Forms C

By normal post:

(to the mail address indicated in article 8 of the GA)

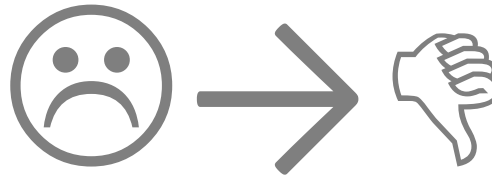
In parallel to the electronic submission and

- the **signed Forms C** (prepared and submitted via the Participant Portal web services)
- the **certificates of financial statements or certificates on technology** (where applicable/necessary)

Nur noch für alte FP7 Projekte! Nicht mehr seit Start 2013



(Nerven-)Killer: nicht-Einhalten von Fristen und Deadlines



- ⇒ früh anfangen zu erklären
- ⇒ üben lassen
- ⇒ Anleitungen schicken
- ⇒ nerven und irgendwann täglich nachfragen
- ⇒ Urlaube berücksichtigen!
- ⇒ gelbe Post ist nicht zulässig.