

ITEA portal & Full Project Proposal

AI Call 2020 Project leader briefing webinar

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Why is it needed?

ITEA Portal

- ITEA Project monitoring process is heavily relying on the ITEA's ICT system.
- ITEA Full Project Proposal is completed by online input merge
- For the preparation of Change Request and Project Progress Report, it is necessary save project information on the ITEA portal

Full proposal transition to the ITEA template

- The original AI Call Full Project Proposal (FPP) template required repetitive information in several different locations (partner's details, work package, effort and costs etc.), which is vulnerable to mistakes
- Such information can be inserted on the ITEA portal and automatically merged to the new ITEA FPP Annex template

- FPP Annex is a Word document, so rich text with images and tables is possible
- Project leader can upload the FPP Annex to the ITEA website and the merge can be tested
- After the submission of a change request merged FPP document will be automatically created and saved online

Interaction between ITEA portal and FPP

Why is it needed?



Administrative inputs

Merged document

FPP Annex

**https://
editable**

**.docx
editable**

Project key data

Auto-generated section: input to be provided only on the Community website. Do not edit or remove this box and do not provide any text within this annex in this chapter.

The inserted key data will contain e.g. the acronym, full title, time frame, the respective countries and partners per country, the coordinator, as well as a short description which should include the project idea, the main expected market impact and the main technological objective.

19001	AxE
Program Call	ITEA 3 Call 6
Full-length Title	Analyze the Extra
Roadmap Challenge	Safety and Security

Size	Effort: 16.73 PY	Costs: 3.8 ME
Time frame	Start: 2022-01-01	End: 2022-12-30 (36 months)

Netherlands	Jield BV
Type	Small and Medium sized Enterprise
Contact Person	Dr. John D. Doe
Email Address	some@microsoft.com

France	Sample organisation*
Netherlands	ITEA Office, Jield BV*



How & What to update ITEA FPP

New ITEA template

- New FPP Annex template has the same structure with the original AI Call template but with orange coloured auto-generated fields where the online input is going to be merged



ITEA 3

2

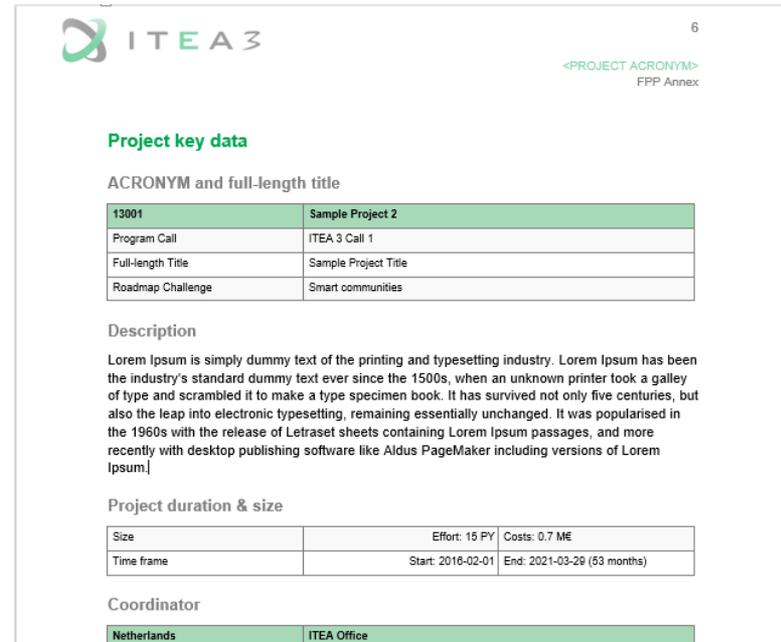
<PROJECT ACRONYM>
FPP Annex

1

Project key data

Auto-generated section: input to be provided exclusively on the Community website. Do not edit or remove this box and do not provide any text within this Annex in this chapter.

The inserted key data will contain, for example, the acronym, full title, time frame, respective countries and partners per country, the coordinator and a short description including the project idea, the main expected market impact and the main technological objective(s).



ITEA 3

6

<PROJECT ACRONYM>
FPP Annex

Project key data

ACRONYM and full-length title

13001	Sample Project 2
Program Call	ITEA 3 Call 1
Full-length Title	Sample Project Title
Roadmap Challenge	Smart communities

Description

Lorem Ipsum is simply dummy text of the printing and typesetting industry. Lorem Ipsum has been the industry's standard dummy text ever since the 1500s, when an unknown printer took a galley of type and scrambled it to make a type specimen book. It has survived not only five centuries, but also the leap into electronic typesetting, remaining essentially unchanged. It was popularised in the 1960s with the release of Letraset sheets containing Lorem Ipsum passages, and more recently with desktop publishing software like Aldus PageMaker including versions of Lorem Ipsum.

Project duration & size

Size	Effort: 15 PY	Costs: 0.7 ME
Time frame	Start: 2016-02-01	End: 2021-03-29 (53 months)

Coordinator

Netherlands	ITEA Office
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How & What to update ITEA FPP

New ITEA FPP template



- Copy & paste work is not avoidable, nevertheless it will ensure the consistency of project information and enable further project progress monitoring process
- ITEA will provide an empty ITEA FPP template for project leaders:
 - Project leader can do the migration by her/himself or;
 - ITEA can support the migration process once the latest version of the FPP is provided in MS Word format

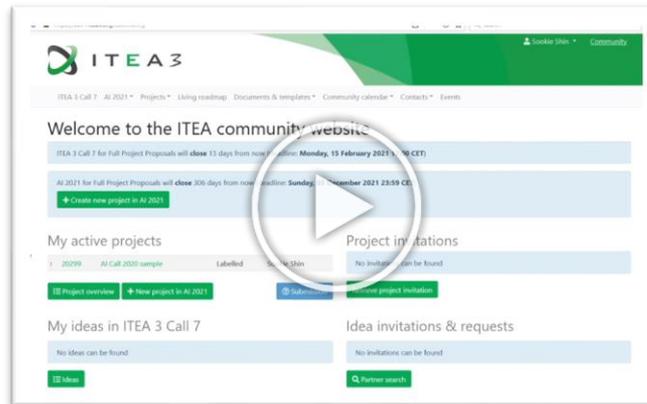
How & What to update on the ITEA Portal & FPP

Demo

The demo video explains you the following:

1. How to set up ITEA portal:
 - Setup work packages
 - Partners' information
 - Project key data
2. How to migrate from the original FPP template to the new FPP template

Demo video available at: <https://vimeo.com/510198057/0536cd5900>



- ITEA portal which is compatible for the AI Call projects will be launched next week
- ITEA will send out an email announcement once the portal is ready

Thank you for your attention