# 6th EELISA Joint Call – Activity report template

To be submitted to [communities@eelisa.eu](mailto:communities@eelisa.eu) and your hosting institution’s administrative contact within 6 weeks after the conclusion of the activity

## 1. Summary of the activity (compulsory)

|  |  |  |  |
| --- | --- | --- | --- |
| **Activity title:** | Click or tap here to enter text. | | |
| **EELISA Community:** | Click or tap here to enter text.(Please choose from the [EELISA Community platform](https://community.eelisa.eu/)) | | |
| **Hosting institution:** | Choose an item. | | |
| **Lead organiser of the hosting institution:** | Title / First name / Last name: | | Click or tap here to enter text. |
| Email (institutional): | | Click or tap here to enter text. |
| **Start and end dates:** | Click or tap to enter a date. to Click or tap to enter a date. | | |
| **ECTS (if applicable):** | Click or tap here to enter text. | | |
| **Location(s):** | Click or tap here to enter text. | | |
| **Day-by-day description of the activity**  (alternative: session-by-session; add rows if necessary): | Day 1 (DD Month) | Provide a brief description of the activities carried out during day 1. | |
| Day 2 (DD Month) | … | |
| Day 3 (DD Month) |  | |
| … |  | |

## 2. Organisers, Participants, EELISA Credentials (compulsory)

Please provide this information through Part B of the activity report template ([here](https://community.eelisa.eu/wp-content/uploads/2025/01/2025-1-5th-EELISA-Joint-Call-Participation-report-template_v0.3.xlsx)) and send it along with this report to [communities@eelisa.eu](mailto:communities@eelisa.eu). Participants and their achieved learning outcomes and impact should be included in tab ‘Credentials\_ECTS’. Organisers or contributors to the activity can be added to tab ‘Organisers’, which will be used to issue a recognition once the activity is reported.

## 3. Activity outcomes (compulsory)

|  |  |
| --- | --- |
| **Outcomes** | |
| Please summarize the outcomes and impact of the activity. | Click or tap here to enter text. |
| **Excellence and Impact** | |
| Please describe how the activity:   * Addressed a novel aspect within its academic domain while staying relevant to current needs * Contributed to addressing societal challenges and the SDGs * Integrated interdisciplinary approaches in line with the mission/s of the EELISA Community/ies involved | |
| Click or tap here to enter text. | |
| **Learning Ecosystem** | |
| Please describe how the activity:   * Utilized innovative teaching methods, such as CBL or other, to engage stakeholders and motivate learners * Ensured balanced participation of educators and learners, including acceptance criteria for participants * Led to the issuance of EELISA Credentials and badges, including, where appropriate, learning objectives level and workload assessment based on ECTS | |
| Click or tap here to enter text. | |
| **Implementation** | |
| Please describe the following aspects:   * Provide a brief overview of the execution of the activity, justifying any deviations and corrective actions taken. * Assess the sustainability of the activity in the mid- to long-term, including plans for reiteration and continuity | |
| Click or tap here to enter text. | |



## 4. Financial report

Please report the **total amount of organisational costs** (cost types 1 to 4 of your estimated budget table) incurred in the activity **by institution**. Amounts greater than the funding awarded in the call cannot be justified. The execution and monitoring of the costs participation costs (cost type 5, typically mobilities of participants) will be managed by the EELISA Central and Local Offices in coordination with you.

*\*\*Periodical transfers to institutions to be refunded for the costs advanced will be based on the reported amounts.*

|  |  |
| --- | --- |
| **INSTITUTION** | **Organisational Costs (TOTAL)** |
| *Name of the institution* | *Total amount incurred €* |
| *Name of the institution* | € |
| *Name of the institution* | € |
| *Name of the institution* | € |
| **TOTAL** | € |

## 5. Annexes

Please include additional evidence of the activity and tangible examples of the impact created (agendas, notes from sessions, types of stakeholders involved, testimonials and feedback from participants or stakeholders, audiovisual materials, media coverage, etc.)