# Progress report – The Research Council of Norway > My RCN Web
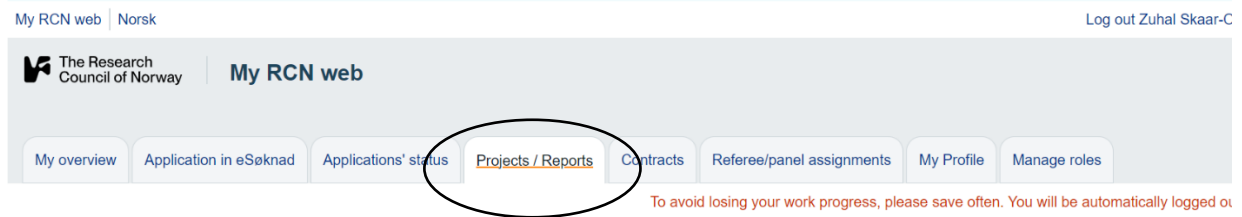
**After you have logged in – select the menu tab for "Projects / Reports".**

The Research Council of Norway | **My RCN web**

My overview | Application in eSøknad | Applications' status | Projects / Reports | Contracts | Referee/panel assignments | My Profile | Manage roles

To avoid losing your work progress, please save often. You will be automatically logged ou

## Projects / Reports

Outdated grant applications and projects will be deleted from "My RCN Web" after a specified period of time, and you will no longer be able to access them in the system. If you wish to save correspondence and project reports, you must store these documents in your own file archives/archive systems.

- Grant applications that have been submitted but did not receive funding will be deleted after a period of 25 months.
- Grant applications that have been submitted and were granted funding will be deleted 6 months after the final report is approved and/or the project phase is set to Completed.

**Change role**

### Council of Research projects

| Project ▾ | Title | Project leader | Phase | My Role | Letter | Attachment |
|---|---|---|---|---|---|---|
| 339189 | Prosjekttittel | Zuhal Skaar-Olsen | Allocation | | | |

Find the project number and click on the title to find the report.

The Research Council of Norway | My RCN web

My overview   Application in eSøknad   Applications' status   Projects / Reports   Contracts   Referee/panel assignments   My Profile   Manage roles

To avoid losing your work progress, please save often. You will be automatically logged out after 2 hours. Automatic logout at 12:

### 339189: Prosjekttittel

| | |
|---|---|
| Project leder | Zuhal Skaar-Olsen |
| Administratively responsible | Ingrid Blom |
| Activity: | TEST |
| Project responsible | NETCOMPANY NORWAY AS |
| Project period: | 23.08.2022 - 23.08.2023 |
| Fase: | Allocation |
| Case manager: | Zuhal Skaar-Olsen |

**On this page you can:**

**Project access**
Give other users access to the project information.

**View / Change Project**
View the data about the project or submit a request to make changes.
If you are requesting a change to the project funding from the Research Council for 2022, you must have sent an intital change request **by 31.12.2022**.

**Reports**
"Reports currently outstanding" means that you must fill in and submit the report indicated.
"Reporting history" means you can open and view previously submitted reports in PDF-format.
**NEWS** - My RCNWEB will have a new design that is adapted to Universal Design from 6 December 2022.

[ Show/edit project ]   ( Project access )

**Outstanding reports**

| Reports | Deadline | Message | PDF |
|---|---|---|---|
| Progress report | 01.12.2023 | | 📄 |

**Reports** Click on to open the report; progress, final or annual report.

**Project access** Give another user access to the menu tab for "Project info/ Reports" and enable them to complete/edit forms in the electronic reporting system.

**Show/edit project** All *changes to and deviations in* the project framework must be reported as soon as possible.

**PDF** Click on the PDF icon to access the report form in pdf-format.

# Main page of the progress report

| | |
|---|---|
| 📄 Submit | ✓ Save |

## Main page of the progress report

The main page of the progress report shows all the items that you are to fill in. As each item in the report is completed, this will be indicated on the main page. **All** items must be answered before the progress report can be submitted. **The report period extends from the previously submitted progress report to the current reporting deadline.**

The progress report is to provide information about the status of the project. The Research Council will assess progression in relation to terms and conditions set out in the contract.

**Important!** All changes and deviations to the project must be reported to the Research Council as soon as possible via "My RCN Web" under Projects/Reports "View / Change Project".

The requirements relating to what items to fill in and how to do so are provided in the guidelines for the individual items on the report. **Please read these guidelines carefully!**

| Project number: | 267873 |
|---|---|
| Project title: | Test nytt design sluttrapport |
| Project manager: | Rabbersvik, Terje |
| Activity: | CLIMIT |
| Project owner: | SINTEF AS |

| No. | Report element | Status |
|---|---|---|
| 1 | **Popular science presentation:** I understand that the text of the popular science presentation will be made publicly available* | Not completed |
| 2 | **Results:** Has information on publications been provided? | Not completed |
| 3 | **Performance indicators:** All results data that have emerged from the project are to be reported. Has this been done? | Not completed |
| 4 | **Fellowship grants:** Information regarding all fellowship grants must be complete and correct. Have you updated the man-months and other information for each fellowship-holder? | Not completed |
| 5 | **International:** The extent of international cooperation is to be indicated. Has any international cooperation taken place during the report period? | Not completed |
| 6 | **Special reports:** If any requests for special reports have been put forth by the case officer at the Research Council, these must be fulfilled. Have special reports been submitted? | Not completed |

View project information or apply for project changes

| | |
|---|---|
| 📄 Submit | ✓ Save |

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1. **Popular science presentation**

**Popular science presentation**

Guidelines ❓

**Popular science presentation - results - activities**

Here you are to provide a brief popular science presentation of the project and the results achieved thus far – **from project start-up to the reporting date** (maximum 5 000 characters).
The Project Owner has the full responsibility for the production and content of the text entered here.
The popular science presentation is to be updated in **each** report.

This text will be:

- published in its entirety in the Project Databank, prosjektbanken.forskningsradet.no, on the Research Council's website after the progress report has been approved.

- used as input for the Research Council's reports to the government ministries.

**If this report is part of the final report**, the popular science presentation must apply to the entire duration of the project period. The text in the popular science presentation cannot be changed after the final report has been approved, and should be written to be serviceable in a long-term time frame.

After the report has been approved, the text of the popular science presentation will be published in the Research Council Project Databank:
prosjektbanken.forskningsradet.no.
Read more about the Project Databank and how to write good popular science presentations.

To update the presentation you must tick off the box indicating that you understand that the text of the popular science presentation will be made publicly available.

**Message to the Research Council of Norway**
An overview of any scientific results and project activities that are not to be disclosed to the public may be entered here. You may also use this field to provide any internal comments to the Research Council regarding the project's progress and activities. The Research Council will use this part of the report to follow up project progression.
If the project has started up only a short while before the report submission date, this should be stated here.

Popular science presentation (Norwegian)

Her ligger siste innsendte versjon av populærvitenskapelig fremstilling på norsk. Denne tekstboksen kan ikke editeres.

Popular science presentation - Updated (Norwegian) *

Oppdatert populærvitenskapelig framstilling på norsk

53/5000

Popular science presentation (English)

Her ligger siste innsendte versjon av populærvitenskapelig fremstilling på engelsk. Denne tekstboksen kan ikke editeres.

Popular science presentation - Updated (English) *

Updated popular science presentation in English

47/5000

✅ I understand that the text of the popular science presentation will be made publicly available

**See the project in Prosjektbanken**

Message to The Research Council of Norway

0/200

Report period 30.06.2022 - 29.06.2022
Project period 01.04.2017 - 30.06.2022

Submit    Save

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## 2. Results

Report period 30.06.2022 - 29.06.2022
Project period 01.04.2017 - 30.06.2022

Submit    Save

**Results**

Guidelines ❓

## Publication information

We have introduced a **new solution** in which the dissemination measures and scientific/scholarly publications registered under Publication information are automatically transferred to the respective columns under Performance indicators. Other information under Performance indicators must be entered manually, as previously.

Information relating to scientific and scholarly results that have been published/completed/accepted during the report period should be given here. If the number of published articles deviates from that indicated in the grant application, this should be explained in this report. The list should only contain results from this project.Read more about the definition of scientific publication

Information about results is to be retrieved from the Cristin Current Research Information System. If you are not able to use Cristin, you must register the results requested here manually via the field for "Type for manual registration". Read more about CRIStin and who can become a user.

**Automatic retrieval of results from Cristin**
To retrieve information on the relevant results categories from Cristin, you must have previously registered the correct six-digit Research Council project number in the field for "Project code" in Cristin. See Cristin's user guide. The report will be updated with the latest results data from Cristin when it is opened, but you can still click on "Get from Cristin" in the report form to to ensure that the most recent information registered is included. **The information retrieved from Cristin is entered automatically here and may not be edited.** If there are errors in the data you have retrieved, you must first correct these directly in the Cristin system and then retrieve them again.

If you make changes after you have begun to work on the report, you can choose to retrieve the data from Cristin again. This will ensure that the correct data are included in the report.

A list containing active links to publications in CRIStin will be published in **the Project Databank on the Research Council's website:** prosjektbanken.forskningsradet.no. Registration of the project number is necessary for the links to appear on the list. See paragraph above. Note that the Project Databank always shows an updated overview of publications registered in Cristin, and this may deviate from what has been reported to the Research Council in the annual progress report.

**Manual registration of results**
To enter results manually, make the appropriate selection under "Select type". Enter the information into the relevant fields and click on "Add new". The types of publications are as follows:
**Anthology**
**Academic commentary**
**Academic monograph**
**Academic chapter**
**Academic article**
**Academic literature review**
**Popular science publication** (book, chapter, lecture, article)
**New publication in the media** (interview, documentary, programme participation, programme management)
**Dissemination** (textbook, scientific book, chapter, seminar, guest lecture, academic and other lecture, poster, article in business/trade/industry journal, editorial, reader opinion piece, feature article).

More details about the types of publications are found here: Cristin

Under Datasets please enter name of archives or data infrastructure to be used for storing the research data, etc.

Publications that do not come under the types above should be entered as Other publication

To edit manually entered data, click on the relevant author's name (link), make the necessary changes and click on "Save change".

To delete manually entered data: Click on the X to the right of the relevant publication.

For a complete overview over which categories are included under the various types of publication, see here.

**Deposit for public access**
In accordance with the Research Council's guidelines for open access, a copy of all articles resulting from Research Council-funded projects is to be stored in an open research archive. Researchers are encouraged to use the uploading function in the Cristin system, and to follow the recommendations onwww.openaccess.no for depositing publications for public access.


Links:
Read more about the definition of scientific publication (Norwegian only)
Read more about CRIStin and who can become a user. (Norwegian only)
Read CRIStins user guide. (Norwegian only)
www.forskningsradet.no/prosjektbanken
www.openaccess.no


Please provide information about scientific publications, other publications and lectures by retrieving information registered in CRIStin. Manual registration by 'Select type' must only be used if the publication cannot be registered in CRIStin pursuant to the applicable rules.

Retrieve from Cristin          Manual registration

When choosing manual registration, these fields will appear:

**Manual registration of results**

Select type of result *

Academic anthology/Conference proceedings

Author (s) *

Tittle *

Publisher *

Page number, from - to

Year *

ISSN/ISBN

DOI

Cancel     Add

### 3. Performance indicators

Report period 30.06.2022 - 29.06.2022
Project period 01.04.2017 - 30.06.2022

Submit          Save

**Performance indicators**

Guidelines ❓

## Performance indicators

We have introduced a **new solution** in which the dissemination measures and scientific/scholarly publications registered under Publication information are automatically transferred to the respective columns under Performance indicators. Other information under Performance indicators must be entered manually, as previously. The Research Council needs to quantify performance indicators of projects for reporting activities vis-á-vis its contractors and partners.

The fields for **Dissemination measures** and **Scientific/scholarly publications** will be updated **automatically** based on information registered under Publication information (see above), and are **not** to be filled in manually.

For other performance indicators that still must be entered manually, the total number is to be entered in the column for Cumulative number at the far right of the table. This figure is to be the **cumulative number** achieved since project start-up. The figure should only encompass completed and achieved results, i.e. **not** those that are unfinished or planned.

Scientific publications are publications that have been subject to peer review as defined in the CRISTIN Current Research Information System. Only publications that are classified under NVI (the Norwegian science index) will be included in the performance indicators under Scientific/scholarly publications:

**Book/monograph/report** = Academic anthology/Conference proceedings, Academic commentary and Academic monograph. The publication has a title with an ISBN-number. It may have one or more authors and names are listed in association with the title.

**Part of a book/report / chapter** in an anthology = Academic chapter/article/Conference paper. The publication does not have its own number, but is related to a book with an ISBN-number. It may have one or more authors, and names are listed in association with each article.

**Articles** in journals/periodicals = Academic article and Academic literature review. Academic articles in periodicals, series and websites (ISSN-numbers): The publication does not have its own number, but is associated with a journal that has an ISSN-number. It may have one or more authors, and names are listed in association with each article.

More details about the definitions are found here:
https://www.cristin.no/nvi-rapportering/rapporteringsinstruksen/

## Dissemination measures for the general public

**Popular science publications (articles/books, books/articles in the public debate, documents formally circulated for review, exhibitions, fiction, etc..)**

| Year | 2017 | 2018 | 2019 | 2020 | 2021 | 2022 | Accumulated so far |
|------|------|------|------|------|------|------|--------------------|
| Results | | | | | | | |

**New publication in the media (newspapers, radio, TV, etc..)**

| Year | 2017 | 2018 | 2019 | 2020 | 2021 | 2022 | Accumulated so far |
|------|------|------|------|------|------|------|--------------------|
| Results | | | | | | | |

## Dissemination measures for users

**Reports, memoranda, articles, presentations held at meetings/conferences for project target groups (public sector, trade and industry, organisations)**

| Year | 2017 | 2018 | 2019 | 2020 | 2021 | 2022 | Accumulated so far |
|------|------|------|------|------|------|------|--------------------|
| Results | | 4 | 5 | | 1 | | 10 |

## Industry-oriented R&D results

**New/improved methods/models/prototypes finalised**

| Year | 2017 | 2018 | 2019 | 2020 | 2021 | 2022 | Accumulated so far |
|------|------|------|------|------|------|------|--------------------|
| Results | | | | | | | |

## Introduction of new/improved methods/models/technology to enhance value creation

**Bedrifter utenfor prosjektet som har innført nye/forbedrede metoder/modeller/teknologi**

| Year | 2017 | 2018 | 2019 | 2020 | 2021 | 2022 | Accumulated so far |
|------|------|------|------|------|------|------|--------------------|
| Results | | | | | | | |

**Companies participating in the project that have introduced new/improved work processes/business models**

| Year | 2017 | 2018 | 2019 | 2020 | 2021 | 2022 | Accumulated so far |
|------|------|------|------|------|------|------|--------------------|
| Results | | | | | | | |

**Companies participating in the project that have introduced new/improved methods/technology**

| Year | 2017 | 2018 | 2019 | 2020 | 2021 | 2022 | Accumulated so far |
|------|------|------|------|------|------|------|--------------------|
| Results | | | | | | | |

## New business activity

**New companies launched as a result of the project**

| Year | 2017 | 2018 | 2019 | 2020 | 2021 | 2022 | Accumulated so far |
|------|------|------|------|------|------|------|--------------------|
| Results | | | | | | | |

**New business areas in existing companies, resulting from the project**

| Year | 2017 | 2018 | 2019 | 2020 | 2021 | 2022 | Accumulated so far |
|------|------|------|------|------|------|------|--------------------|
| Results | | | | | | | |

## Commercial results to which the project has contributed

**Licensing agreements signed (excluding software user licenses)**

| Year | 2017 | 2018 | 2019 | 2020 | 2021 | 2022 | Accumulated so far |
|------|------|------|------|------|------|------|--------------------|
| Results | | | | | | | |

**Patents registered (the same patent in different countries counts as 1 patent)**

| Year | 2017 | 2018 | 2019 | 2020 | 2021 | 2022 | Accumulated so far |
|------|------|------|------|------|------|------|--------------------|
| Results | | | | | | | |

**New/improved products finalised**

| Year | 2017 | 2018 | 2019 | 2020 | 2021 | 2022 | Accumulated so far |
|------|------|------|------|------|------|------|--------------------|
| Results | | | 1 | | | | 1 |

**New/improved processes finalised**

| Year | 2017 | 2018 | 2019 | 2020 | 2021 | 2022 | Accumulated so far |
|------|------|------|------|------|------|------|--------------------|
| Results | | | | | | | |

**New/improved services finalised**

| Year | 2017 | 2018 | 2019 | 2020 | 2021 | 2022 | Accumulated so far |
|------|------|------|------|------|------|------|--------------------|
| Results | | | | | | | |

## Scientific/scholarly publications

**Book/report**

| Year | 2017 | 2018 | 2019 | 2020 | 2021 | 2022 | Accumulated so far |
|------|------|------|------|------|------|------|--------------------|
| Results | | | | | | | |

**Article in book**

| Year | 2017 | 2018 | 2019 | 2020 | 2021 | 2022 | Accumulated so far |
|------|------|------|------|------|------|------|--------------------|
| Results | | | | | | | |

**Article**

| Year | 2017 | 2018 | 2019 | 2020 | 2021 | 2022 | Accumulated so far |
|------|------|------|------|------|------|------|--------------------|
| Results | | | 1 | 1 | | 1 | 3 |

All results data that have emerged from the project are to be reported. Has this been done?

○ Yes

○ No

Report period 30.06.2022 - 29.06.2022
Project period 01.04.2017 - 30.06.2022

Submit    Save

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## 4. Fellowship grants

Report period 30.06.2022 - 29.06.2022
Project period 01.04.2017 - 30.06.2022

Submit    Save

## Fellowship grants

Guidelines ❓

## Fellowship grants

Reporting is **only** required for **doctoral fellowships, post-doctoral fellowships, overseas researcher grants and visiting researcher grants**. If a fellowship-holder has both a doctoral/post-doctoral fellowship and an overseas researcher grant, these should be

entered as two separate fellowship grants. Researcher positions are **not** to be reported here.

This list is to provide a complete overview over fellowship-holders who are wholly or partially funded by the project. Fellowship-holders who are affiliated with the project but are not funded by it **should not** be included in the overview.

Information on all grants must be complete and correct. The information for all fellowship-holders marked with an "X" in the "Check" field must be updated. The correct information about the fellowship-holder must be entered if this has previously been unspecified ("Name not registered"). If the fellowship-holder is not yet under employment at the time of reporting, the entire fellowship period must be shifted forward in time.

To add new fellowship-holders:

- Choose the appropriate type of fellowship from the dropdown list

- Enter the relevant information in the white fields (mandatory fields are marked with an asterisk [*]).

- Click on "Add new".

To update information about a fellowship-holder:

- Click on the fellowship-holder's name (link)

- Update/add information in the white fields (mandatory fields are marked with an asterisk [*])

- Tick off in the box for "Checked*"

- Click on "Save change".

**Registration of number of man-months**
Indicate the actual number of man-months (funded by the project) carried out/expected to be carried out during the calendar year (1 Jan.- 31 Dec.). In addition, enter the planned number of man-months (funded by the project) distributed by year for the duration of the fellowship period. The total number of man-months must correspond to the allocated/funded number of man-months from the project.

**Definitions**
Enter date of birth for PhD candidates who have not provided their date of birth.
A personal ID number must always be entered for doctoral and post-doctoral fellows. Date of birth is sufficient for foreign students who have yet to be assigned a personal ID number, and their personal ID number can be entered later. The D-number must not be entered in the personal ID number field. We no longer obtain D-numbers for PhD candidates.
If this information has previously been registered, it will not be possible to edit the personal ID number and date of birth fields, and the numbers will be shown as stars. Any information that is incorrect must be reported via a project change notification.

*Country of work and Country of implementation:*
The country of implementation is the country which the fellowship-holder is visiting, i.e. the country where the host institution is located.

International R&D cooperation is highly prioritised, and the Research Council registers mobility data on fellowship-holders and visiting researchers. We distinguish between Norwegian and non-Norwegian individuals who were residing in Norway before they were employed in the relevant project, and individuals who move to Norway to assume a fellowship position in the relevant project. For the latter group, representing incoming mobility, we would like to know the country where the fellowship-holder/visiting researcher was employed/based before coming to Norway. Additionally, we would like to know which country the fellowship-holders/visiting researchers affiliated with projects funding by the Research Council, independent of their nationality, will be traveling to from Norway.

*For fellowship-holders and visiting researchers in a project who come to Norway after project funding has been granted:*

Country of work: Enter the country where the individual has/had his or her permanent employment before he or she became employed in Norway. If the fellowship-holder has not been employed, enter the country in which he or she has completed his or her master's or doctoral degree.
Country of implementation: Norway

*For fellowship-holders and researchers (including holders of overseas research grants) in the project who travel out of Norway: *

Country of work: Norway
Country of implementation: Enter the country to which the individual is travelling.

*Start date* is the date on which the fellowship first enters into force.
*End date* is the date of expiry of the fellowship.

Fellowship-holders marked in the "Check" column need to be updated:



**Update the information for fellowship entries marked "Must be checked"**

Add fellowship

| Type of fellowship ▲ | Name | Start date | End date | Country of implementation | Check | ⋯ |
|---|---|---|---|---|---|---|
| Doctoral research fellowship | Giorgia Mondino | 01.06.2017 | 31.10.2020 | Norway | Must be checked | ✏ |

Information regarding all fellowship grants must be complete and correct. Have you updated the man-months and other information for each fellowship-holder?
○ Yes
◉ No

## Add fellowship

Type of fellowship *

Doctoral research fellowship ⌄

First name *

Last name *

Gender *
○ Male ○ Female ○ Unknown

Date of birth (DDMMYY) *      National identity number/D-number *

Academic degree

⌄

Country of work *

Norway ⌄

Country of implementation *

Norway ⌄

Start date *      End date *

---

5. **International**

Report period 30.06.2022 - 29.06.2022
Project period 01.04.2017 - 30.06.2022

[▤ Submit]   [✓ Save]

**International cooperation**

Guidelines ❓

### International cooperation

The **overall Norwegian costs** (in NOK thousands) related to international cooperation are to be entered here, not just the costs for activities outside of Norway. The funding allocated to international cooperation is to be distributed among the participating countries.

International cooperation activities include the following:

- Project cooperation with partners in other countries, including procurement of R&D services.

- International researcher mobility, including stays abroad for research fellows and researchers in Norway (salary, administrative and travel/living expenses are to be included).

If the contribution from an international partner is **essential** to achieving project objectives, you may enter the project's **overall expenses** here. If the contribution is essential or important in relation to **a part** of the project, then expenses related to **that part** may be entered.

**Add international cooperation**

Choose country *

Choose country

Amount in 1000 NOK for 2022 *

Cancel    Add

## 6. Special reports

Submit    Save

### Special reports

Guidelines ?

Special reports

### Special reports

Special reports are to be submitted only if this has been specifically requested. Special reporting requirements will be stipulated in the contract and/or the Research Council will notify you if a special report is required. This notification will specify what needs to be reported, and whether it can be entered directly into the comment field or must be submitted in an attachment to be uploaded separately.

**Uploading attachments**
All attachments must be submitted in pdf-format. Please note that the file must have a valid filename, and that use of certain characters and letters is not permitted. If the filename contains invalid characters or letters, an error message will appear. The system will not accept attachments larger than 40Mb.

**Important information to users of Adobe Acrobat**
The Research Council needs to be able to copy the contents of the attachment file. Attachments in pdf-format must not be password-protected under the "Security Settings" of Adobe Acrobat in a manner that prevents this. If you normally use "Security Settings", please make sure to tick the box marked "Enable copying of text, images and other content".

To upload a file:

- Click on "Browse" to locate and select the file you wish to upload.

- Click the "Upload" button to upload the file selected.

- Wait until the file upload is complete. This may take several minutes, depending on the speed of your Internet connection and the size of the document.

- The filename will appear in the field "Uploaded file" when the uploading process is complete.

To delete a file:

- Click on the "X" to the right of the field "Uploaded file".

To replace a file:

- You must delete the previously uploaded file before you can upload a new version.

**Comments**

Comments

0/3000

**Attachments**

Drag and drop files here, or click to upload attachments

If any requests for special reports have been put forth by the case officer at the Research Council, these must be fulfilled. Have special reports been submitted?

○ Yes

○ No

Report period 30.06.2022 - 29.06.2022
Project period 01.04.2017 - 30.06.2022

Submit | Save

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Use the progress report main page to check that all elements of the report have been dealt with. Click on the link under "Status" to go to the items that have not been completed.

## Main page of the progress report

Guidelines ❓

| Project number: | 267873 |
|---|---|
| Project title: | Test nytt design sluttrapport |
| Project manager: | Rabbersvik, Terje |
| Activity: | CLIMIT |
| Project owner: | SINTEF AS |

| No. | Report element | Status |
|---|---|---|
| 1 | **Popular science presentation:** I understand that the text of the popular science presentation will be made publicly available* | Completed |
| 2 | **Results:** Has information on publications been provided? | Completed |
| 3 | **Performance indicators:** All results data that have emerged from the project are to be reported. Has this been done? | Completed |
| 4 | **Fellowship grants:** Information regarding all fellowship grants must be complete and correct. Have you updated the man-months and other information for each fellowship-holder? | OK |
| 5 | **International:** The extent of international cooperation is to be indicated. Has any international cooperation taken place during the report period? | Completed |
| 6 | **Special reports:** If any requests for special reports have been put forth by the case officer at the Research Council, these must be fulfilled. Have special reports been submitted? | Not applicable |

View project information or apply for project changes

Report period 30.06.2022 - 29.06.2022
Project period 01.04.2017 - 30.06.2022

Submit | Save

← Previous | Next →

When all the pages in the report have been marked with yes/no/not applicable or completed, the report may be submitted. Click on the "Cancel" button to cancel the submission process, or click on "Submit report" and "OK" to finalise your submission.

**Submission of report**

The project administrator is responsible for approving the content of the report on behalf of the Project Owner. The submitted report can be found in pdf-format on "My RCN Web".

Cancel    Send report

Once the report has been submitted it will be removed from the list of "Reports not yet submitted" and will appear under "Report history". To open the report in pdf-format, click on the PDF icon.



**255572 Tittel endrin FOUP test CO2 permeability along fragmented shale interfaces**

| | |
|---|---|
| Project manager: | Brita Kyte |
| Project administrator: | Brita Kyte |
| Programme / activity: | CLIMIT |
| Project owner (contracting party): | Brita Kyte |
| Project period: | 20160101 - 20180831 |
| Phase: | Allocation |
| Case officer: | Brita Kyte |

On this page you can do the following:
**Project access...** - Give other users access to the project information.
**View / Change Project** – View the data about the project or submit a request to make changes.
**Reports** –
"Reports currently outstanding" means that you must fill in and submit the report indicated.
"Reporting history" means you can open and view previously submitted reports in PDF-format.

Access to project...    View / Change Project

| Reports not yet submitted | Deadline | Message | PDF |
|---|---|---|---|
| Progress report | 20170901 | | |

| Report history | Deadline | Submitted | Status | PDF |
|---|---|---|---|---|
| Progress report | 20161201 | 20170607 | Approved | |

The following e-mail will be sent from esoknad@forskningsradet.no when the report form is available on My RCN Web:

**From:** esoknad@forskningsradet.no [mailto:esoknad@forskningsradet.no]
**Date:** dd.mm.åååå,  kl
**To:** project manager, project administrator
**Subject:** Time to submit a progress report for your project with reference number @@prosjektnr@@

Dear Project Owner,

The progress report form for your project with reference number @@prosjektnr@@, entitled @@prosjekttittel@@ is now available, and we ask that you submit your report by the stipulated deadline.

**Opening and completing the report**
The appropriate report form and information about deadlines can be found on "My RCN Web" under the menu tab "Projects/Reports". Go to [www.forskningsradet.no/login](www.forskningsradet.no/login) and log in using your email address **@@bruker@@.** To ensure that you fill in the report form correctly, please read the guidelines for each individual item.

**Important!** All *changes and deviations* to the project must be reported to the Research Council as soon as possible via "My RCN Web" under Projects/Reports "View / Change project".

@@eposttekst@@

**Popular science presentation in the Project Databank**
After the report has been approved, the text of the popular science presentation you have provided will be published in the Research Council Project Databank:
[www.forskningsradet.no/prosjektbanken](www.forskningsradet.no/prosjektbanken).
[Read more about the Project Databank and how to write good popular science presentations.](#)

**Access to project report for other users**
You may give additional users access to write/edit the project report under the menu tab "Projects/Reports" on "My RCN Web".

**Do you have questions?**
Please feel free to contact the case officer @@saksbehandler@@ by telephone @@saksbehandlertlf@@ if you have any questions. Please be sure to include the reference number @@prosjektnr@@ on all enquiries to the Research Council relating to this project.


Yours sincerely,
The Research Council of Norway