

# Status of the Joint Action

## Technical Reporting



**CanCon**  
Cancer Control Joint Action

Tina Lipušček | Brussels | 25 Feb 2015



# Deadlines

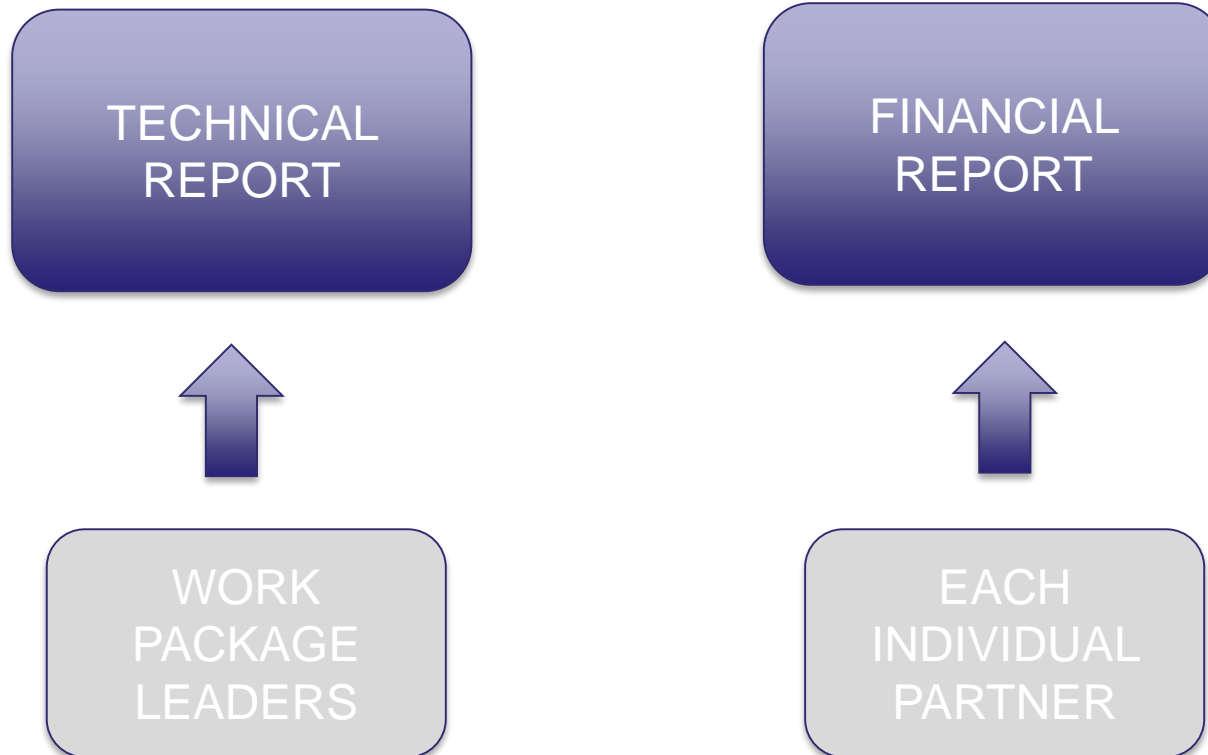
- 23 February 2015 – 1 year after beginning of CANCON Joint Action
- First Interim Report deadline covering the first year of CANCON

**Friday, 20 March 2015**

Deadline for submission of financial and technical reports to the coordinator

# REPORTING

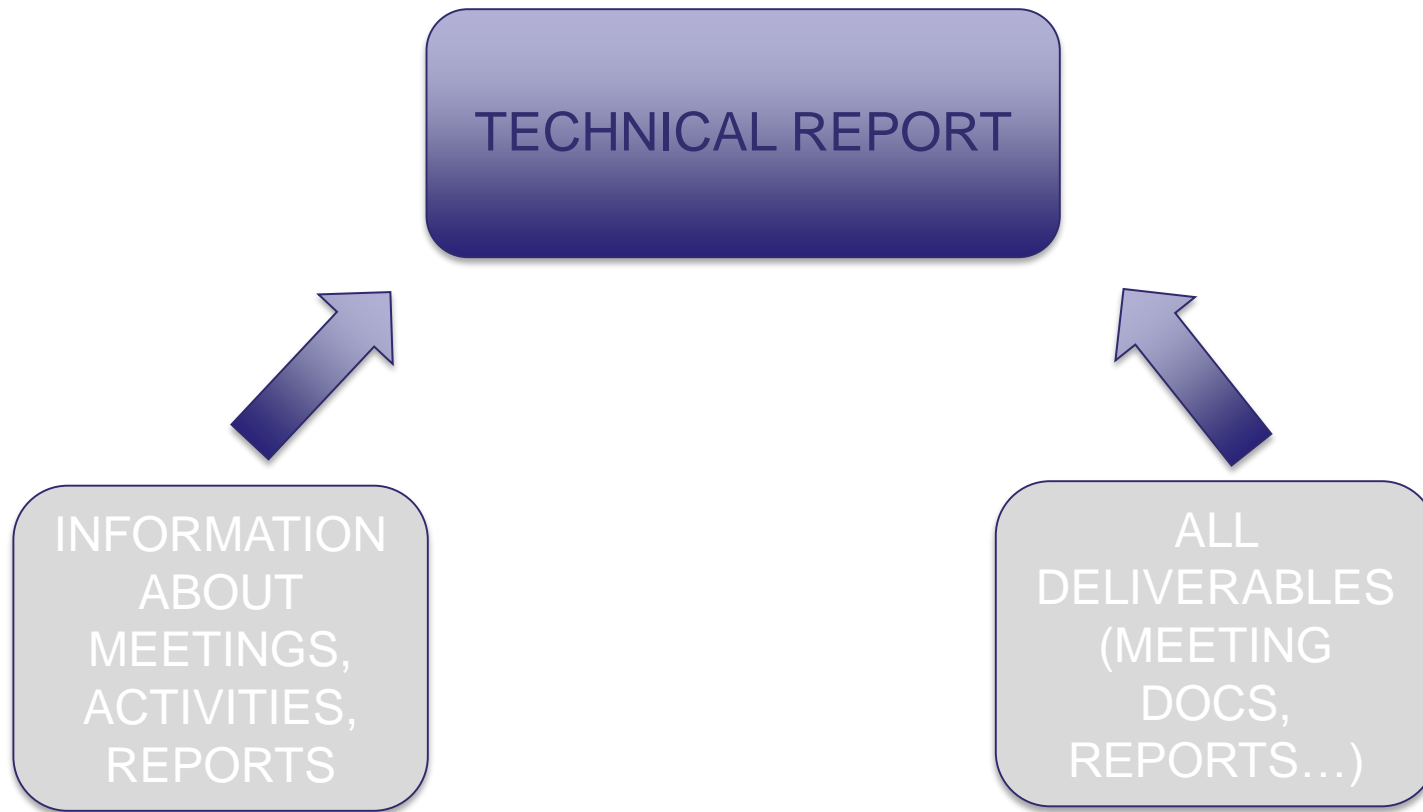
- Reporting consists of:



# TECHNICAL REPORT

- Organised by Work Package
- Contains:
  - an overview of all WP activities
  - executive summaries of the JA and each WP
  - information on milestones /completion of deliverables
  - appendices related to each WP (all documents produced by a specific WP)

# TECHNICAL REPORT – ROLE OF ASSOCIATED PARTNERS



# WP appendices – important to remember!

Include all meeting documents in the report:

- Agenda,
- Minutes,
- Sign-in sheet of participants,
- Presentations, background documents.

Other documents to include:

- Drafts,
- Outlines,
- Reports.



Thank You