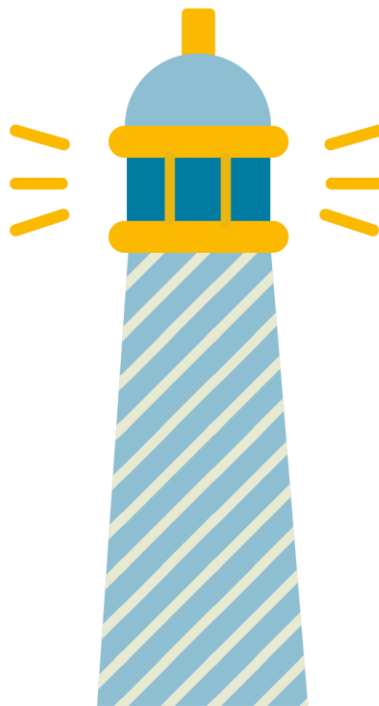


eMS Introduction to Non-Users



Draft Agenda
03 July 2019
Vienna, Austria





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Outline

This workshop is targeting representatives of programmes that are not using the Monitoring system developed by Interact (eMS). We invite members of JS/MA, as well as CA, AA and MC to join the workshop.

During the workshop we will look back at the history of the eMS and explain the main conceptual features of the software such as user roles, programme-specific plug-ins and reports. Participants will then follow a walk-through, starting with setting up a call, applying and assessing a project all the way through project contracting, reporting and payment.

Please note that this is an introduction into eMS for Programmes not using the eMS. It is NOT a training for eMS users!

To ensure an effective workshop, we will strive for a good mix of programmes and countries among participants.

Objectives

The eMS is currently used by more than 30 Interreg, IPA and ENI Programmes throughout Europe, managing 60.000 users and more than 4 billion EUR. While Programmes using the eMS have by now become well acquainted with the software's features, user interfaces, workflows and internal logic, members of Programmes not using the eMS have expressed interest in learning more about the software.

This workshop is therefore targeting Programmes not using the software that want to obtain a better understanding of the eMS, its basic features and functionalities. The goal of the workshop is to get a good overview, understand the basic principles and be able to ask informed questions about the software. In addition to the general overview, there will also be room for discussions for participants interested in specific features.



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Wednesday, 03 July 2019

09.00 – 09.30 **Registration and Welcome Coffee**

09.30 – 10.00 **Welcome and Expectations**
Interact programme

10.00 – 10.30 **History of eMS**
Interact programme

During this session, participants will obtain information on the development of the eMS, numbers and types of users, etc.

10.30 – 11.00 **eMS Modules and Features**
Interact programme

During this session, we will discuss main conceptual features of the eMS such as plug-ins, user roles, programme options and the various levels of partner, project and programme reporting.

11.00 – 11.30 **Coffee Break**

11.30 – 12.30 **eMS Walk-through**
Interact programme

During this session, participants will follow a walk-through, starting with setting up a call, applying and assessing a project all the way through project contracting, reporting and payment.

12.30 – 13.30 **Lunch Break**

13.30 – 14.30 **eMS Walk-through (continued)**
Interact programme

14.30 – 15.00 **Coffee Break**

15.00 – 16.00 **Question and Answer Session**

16.00 **End of Workshop**