Lifelong Learning Programme

Report Form

Call: 2013

Leonardo da Vinci Transfer of Innovation

Form version: 4.0 / Adobe Reader version: 10

A. GENERAL INFORMATION

Please send this report duly completed and signed to your National Agency at the latest by the date stated in the grant agreement. Refer to the website of your National Agency for a link to the detailed self-calculating (excel) financial tables. Once this report and the supporting documents are submitted and approved, the National Agency will pay the second pre-financing payment.

B. SUBMISSION

Programme	LIFELONG LEARNING PROGRAMME
Sub-programme	LEONARDO DA VINCI
Action type	TRANSFER OF INNOVATION
Action	LEONARDO DA VINCI Transfer of innovation
Call	2013
Project duration (months)	24 months
Report Type	INTERIM (Interim)

B.1. PERIOD COVERED BY THE REPORT

From (dd-mm-yyyy)	01-11-2013
To (dd-mm-yyyy)	31-10-2014

B.2. PROJECT IDENTIFIERS

Grant agreement no.	2013-1-HR1-LE005-03048
Grant agreement period start (dd-mm-yyyy)	01-11-2013
Grant agreement period end (dd-mm-yyyy)	31-10-2015
Project title	ACTs
National Id	
Beneficiary name	Faculty of Maritime Studies, University of Rijeka, HR - CROATIA
Beneficiary legal representative	Serdjo Kos
Submission id	1199649
Form hash code	6A1F16F9639740C5

B.3. NATIONAL AGENCY

Identification	HR1 LLP (AMEUP)
Postal address	Gajeva 22, 10 000 Zagreb, Croatia
Email address	leonardo@mobilnost.hr
Helpdesk	info@mobilnost.hr
Website	www.mobilnost.hr

C. IDENTIFICATION OF THE BENEFICIARY

C.1. BENEFICIARY ORGANISATION

Partner number	P0
Role	Applicant Organisation (APP)
Full legal name (national language)	Pomorski fakultet u Rijeci, Sveuciliste u Rijeci
Full legal name (latin characters)	Faculty of Maritime Studies, University of Rijeka
Acronym	PFRI
National id (if requested by the NA)	76722145702
Type of organisation	University or higher education institution (tertiary level) (EDU-UNIV)
Commercial orientation	Not for Profit (NP)
Scope	national (N)
Legal status	public (PB)
Economic sector	P85.4 - Higher education
Size (staff)	staff 51 to 250
Legal address	Studentska 2
Postal code	51000
City	Rijeka
Country	HR - CROATIA
Region	HR03 - Jadranska Hrvatska
Telephone 1	+385 (0)51 338 411
Telephone 2	+385 (0)51 214 587
Fax	+385 (0)51 336 755
Email	dekanat@pfri.hr
Website	http://www.pfri.uniri.hr

C.1.1. CONTACT PERSON

Title	PhD
First name	Djani
Family name	Mohovic
Department	Nautical Sciences
Position	Professor Assistant
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City	Rijeka
Country	HR - CROATIA
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Telephone 2	
Mobile	+385 (0)98 900 7220
Fax	+385 (0)51 336 755
Email	dmohovic@pfri.hr

C.1.2. PERSON AUTHORISED TO SIGN FOR THE ORGANISATION

Title	PhD
First name	Serdjo
Family name	Kos
Organisation	
Department	Nautical sciences
Position	Dean of Faculty of Maritime Studies
Work address	Studentska 2
Postal code	51000
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Telephone 2	
Mobile	+385 (0)99 242 3873
Fax	+385 (0)51 336 755
Email	skos@pfri.hr

D. IDENTIFICATION OF THE PARTNERS

D.1. PARTNER ORGANISATION

Partner number	P1
Role	Management co-ordinator (CO-MAN)
Full legal name (national language)	Centre For Factories Of The Future Limited
Full legal name (latin characters)	Centre For Factories Of The Future Limited
Acronym	C4FF
National id (if requested by the NA)	
Type of organisation	SME (ENT-SME)
Commercial orientation	For profit (P)
Scope	european (E)
Legal status	private (PR)
Economic sector	H50 - Water transport
Size (staff)	staff 1 to 20
Legal address	4 Highgrove, Westwood Heath
Postal code	CV4 8JJ
City	Coventry
Country	UK - UNITED KINGDOM
Region	UKG3 - West Midlands
Telephone 1	+44 (024) 76 236734
Telephone 2	+44 (024) 76 470060
Fax	+44 (024) 76 470060
Email	martin.ziarati@c4ff.co.uk
Website	www.c4ff.co.uk

D.1.1. CONTACT PERSON

Title	Dr
First name	Martin
Family name	Ziarati
Department	Maritime Education
Position	Director
Work address	Coventry University Technology Park, Design Hub, Swift Road
Postal code	CV1 2TT
City	Coventry
Country	UK - UNITED KINGDOM
Telephone 1	+44 (024) 76 236734
Telephone 2	
Mobile	
Fax	+44 (024) 76 470060
Email	martin.ziarati@c4ff.co.uk

D.2. PARTNER ORGANISATION

Partner number	P2
Role	Core partner (PA-CORE)
Full legal name (national language)	Piri Reis University
Full legal name (latin characters)	Piri Reis University
Acronym	PRU
National id (if requested by the NA)	
Type of organisation	Vocational training institute tertiary level (EDU-HEIVoc)
Commercial orientation	For profit (P)
Scope	european (E)
Legal status	private (PR)
Economic sector	P85.42 - Tertiary education
Size (staff)	staff 51 to 250
Legal address	Hacioglu Sok, Istasyon Mah
Postal code	34940
City	Tuzla/Istanbul
Country	TR - TURKEY
Region	TR1 - ISTANBUL
Telephone 1	++90 216 / 447 0079
Telephone 2	
Fax	++90 216 / 447 0079
Email	Idilli@tudevedu.com
Website	www.tudev.com.tr

D.2.1. CONTACT PERSON

Title	Mrs
First name	Lerna
Family name	Dilli
Department	
Position	European Projects Coordinator
Work address	Hacioglu Sok, Istasyon Mah
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Country	TR - TURKEY
Telephone 1	++90 216 / 447 0079
Telephone 2	
Mobile	
Fax	++90 216 / 447 0079
Email	ldilli@tudevedu.com

D.3. PARTNER ORGANISATION

Partner number	P3
Role	Core partner (PA-CORE)
Full legal name (national language)	Spinaker, navtično izobraževanje, d.o.o.
Full legal name (latin characters)	Spinaker, navtično izobraževanje, d.o.o.
Acronym	SPIN
National id (if requested by the NA)	
Type of organisation	Vocational training centre or organisation (EDU-VET)
Commercial orientation	For profit (P)
Scope	european (E)
Legal status	private (PR)
Economic sector	P85.59 - Other education n.e.c.
Size (staff)	staff 1 to 20
Legal address	Sončna pot 8
Postal code	6320
City	Portorož
Country	SI - SLOVENIA
Region	SI024 - Obalno-kraska
Telephone 1	+38641412067
Telephone 2	
Fax	+38641412067
Email	info@spinaker.si
Website	www.spinaker.si

D.3.1. CONTACT PERSON

Title	Mr
First name	Tomaz
Family name	Gregoric
Department	
Position	Director
Work address	Viška cesta 27
Postal code	1000
City	Ljubljana
Country	SI - SLOVENIA
Telephone 1	+38641412067
Telephone 2	
Mobile	
Fax	+38641412067
Email	tomaz.gregoric@spinaker.si

D.4. PARTNER ORGANISATION

Partner number	P4
Role	Core partner (PA-CORE)
Full legal name (national language)	Висше Военноморско Училище „ Никола Йонков Вапцаров”
Full legal name (latin characters)	Nicola Vaptsarov Naval Academy
Acronym	NVNA
National id (if requested by the NA)	
Type of organisation	Vocational training institute tertiary level (EDU-HEIVoc)
Commercial orientation	Not for Profit (NP)
Scope	european (E)
Legal status	public (PB)
Economic sector	P85.4 - Higher education
Size (staff)	staff 251 to 500
Legal address	73 VASIL DRUMEV Str.
Postal code	9026
City	VARNA
Country	BG - BULGARIA
Region	BG33 - Severoiztochen
Telephone 1	+359 52 632015
Telephone 2	+359 52 552222
Fax	+359 52 303163
Email	info@naval.acad.bg
Website	www.naval-acad.bg; www.nvna.eu

D.4.1. CONTACT PERSON

Title	Mr
First name	Ivaylo
Family name	Ivanov
Department	Navigation
Position	Assistant Professor
Work address	73 VASIL DRUMEV Str.
Postal code	9026
City	VARNA
Country	BG - BULGARIA
Telephone 1	+ 359887657514
Telephone 2	
Mobile	
Fax	
Email	ivo.ivanov@nvna.eu

D.5. PARTNER ORGANISATION

Partner number	P5
Role	Core partner (PA-CORE)
Full legal name (national language)	Sea Teach S.L.
Full legal name (latin characters)	Sea Teach S.L.
Acronym	Sea Teach
National id (if requested by the NA)	
Type of organisation	Vocational training centre or organisation (EDU-VET)
Commercial orientation	For profit (P)
Scope	european (E)
Legal status	private (PR)
Economic sector	P85 - Education
Size (staff)	staff 1 to 20
Legal address	Port Petit 324
Postal code	07660
City	Cala D'or
Country	ES - SPAIN
Region	ES53 - Illes Balears
Telephone 1	0034971648429
Telephone 2	0034626275264
Fax	0034971648101
Email	email@sea-teach.com
Website	www.sea-teach.com

D.5.1. CONTACT PERSON

Title	Mr.
First name	Michael
Family name	John
Department	Training
Position	Chief Instructor
Work address	Port Petit 324
Postal code	07660
City	Cala D'or
Country	ES - SPAIN
Telephone 1	0034971648429
Telephone 2	
Mobile	0034626090664
Fax	
Email	info@sea-teach.com

D.6. PARTNER ORGANISATION

Partner number	P6
Role	Ineligible partner (PA-INL)
Full legal name (national language)	Deniz Ticatet Odasi
Full legal name (latin characters)	Deniz Ticatet Odasi
Acronym	DTO
National id (if requested by the NA)	
Type of organisation	Chambers of commerce (ENT-CHCom)
Commercial orientation	For profit (P)
Scope	national (N)
Legal status	public (PB)
Economic sector	H50 - Water transport
Size (staff)	staff 51 to 250
Legal address	Meclis-i Mebusan Cd. No:22 34427 Findikli
Postal code	34427
City	Istanbul
Country	TR - TURKEY
Region	TR1 - ISTANBUL
Telephone 1	+90 212 252 0130
Telephone 2	
Fax	+90 212 293 79 35
Email	dto@chamber-of-shipping.org
Website	www.denizticaretodasi.org

D.6.1. CONTACT PERSON

Title	Mrs
First name	Basak
Family name	AKDEMIR
Department	
Position	Executive Member of The Board
Work address	Meclis-i Mebusan Cd. No:22 34427 Findikli
Postal code	34427
City	Istanbul
Country	TR - TURKEY
Telephone 1	+90 212 252 01 30
Telephone 2	
Mobile	
Fax	+90 212 293 79 35
Email	basak@makroshipping.com

D.7. PARTNER ORGANISATION

Partner number	P7
Role	Ineligible partner (PA-INL)
Full legal name (national language)	Turk Deniz Egitim Vakfi
Full legal name (latin characters)	Turk Deniz Egitim Vakfi
Acronym	TUDEV
National id (if requested by the NA)	
Type of organisation	Non profit organisations, voluntary bodies, non-governmental organisations ("NGOs") (I
Commercial orientation	Not for Profit (NP)
Scope	national (N)
Legal status	public (PB)
Economic sector	H50 - Water transport
Size (staff)	staff 1 to 20
Legal address	TÜDEV Deniz Eğitim Merkezi, İstasyon Mahallesi, Hacıoğlu Sokak 34940 Tuzla-İSTANBUL
Postal code	34940
City	Istanbul
Country	TR - TURKEY
Region	TR1 - ISTANBUL
Telephone 1	+90 216 581 0000
Telephone 2	
Fax	+90 216 446 7005
Email	info@tudevedu.com
Website	www.tudev.com.tr

D.7.1. CONTACT PERSON

Title	Ms
First name	Lerna
Family name	Dilli
Department	
Position	Coordinator
Work address	TÜDEV Deniz Eğitim Merkezi, İstasyon Mahallesi, Hacıoğlu Sokak 34940 Tuzla-İSTANBUL
Postal code	34940
City	Istanbul
Country	TR - TURKEY
Telephone 1	+90 216 581 0000
Telephone 2	
Mobile	
Fax	
Email	info@tudevedu.com

D.8. PARTNER ORGANISATION

Partner number	P8
Role	Ineligible partner (PA-INL)
Full legal name (national language)	Maritime Education
Full legal name (latin characters)	Maritime Education Partnership
Acronym	MarEdu
National id (if requested by the NA)	
Type of organisation	Enterprises, social partners and their organisations at all levels, including trade organis
Commercial orientation	For profit (P)
Scope	european (E)
Legal status	private (PR)
Economic sector	H50 - Water transport
Size (staff)	staff 1 to 20
Legal address	Design Hub, Coventry University Technology Park, Puma Way, Coventry CV1 2TT
Postal code	CV1 2TT
City	Coventry
Country	UK - UNITED KINGDOM
Region	UKG3 - West Midlands
Telephone 1	+44 024 76 47 00 60
Telephone 2	
Fax	
Email	lena_kendall@yahoo.co.uk
Website	www.maredu.co.uk

D.8.1. CONTACT PERSON

Title	Ms
First name	Lena
Family name	Kendall
Department	
Position	Coordinator
Work address	Design Hub, Coventry University Technology Park, Puma Way, Coventry CV1 2TT
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City	Coventry
Country	UK - UNITED KINGDOM
Telephone 1	+44 024 76 236734
Telephone 2	
Mobile	
Fax	
Email	lena_kendall@yahoo.co.uk

D.9. PARTNER ORGANISATION

Partner number	P9
Role	Ineligible partner (PA-INL)
Full legal name (national language)	MariFuture
Full legal name (latin characters)	MariFuture
Acronym	MariFuture
National id (if requested by the NA)	
Type of organisation	Enterprises, social partners and their organisations at all levels, including trade organis
Commercial orientation	Not for Profit (NP)
Scope	european (E)
Legal status	private (PR)
Economic sector	H50 - Water transport
Size (staff)	staff 1 to 20
Legal address	University of Warwick Science Park, Sir William Lyons Road, Coventry CV4 7EZ United Kingdom
Postal code	CV4 7EZ
City	Warwick
Country	UK - UNITED KINGDOM
Region	UKG3 - West Midlands
Telephone 1	
Telephone 2	
Fax	
Email	info@marifuture.org
Website	www.marifuture.org

D.9.1. CONTACT PERSON

Title	Mrs
First name	Zena
Family name	Ziarati
Department	
Position	Coordinator
Work address	University of Warwick Science Park, Sir William Lyons Road, Coventry CV4 7EZ United Kingdom
Postal code	CV4 7EZ
City	Warwick
Country	UK - UNITED KINGDOM
Telephone 1	+44 (0) 2476 236734
Telephone 2	
Mobile	
Fax	
Email	info@marifuture.org

D.10. PARTNER ORGANISATION

Partner number	P10
Role	Ineligible partner (PA-INL)
Full legal name (national language)	STX Finland Oy Rauma Shipyard
Full legal name (latin characters)	STX Finland Oy Rauma Shipyard
Acronym	STX
National id (if requested by the NA)	
Type of organisation	Enterprises, social partners and their organisations at all levels, including trade organis
Commercial orientation	For profit (P)
Scope	international (I)
Legal status	private (PR)
Economic sector	C32 - Other manufacturing
Size (staff)	staff 51 to 250
Legal address	PO Box 302
Postal code	FL-26101
City	Rauma
Country	FI - FINLAND
Region	FI19 - Länsi-Suomi
Telephone 1	+358 (0) 106700
Telephone 2	
Fax	+358 106704190
Email	markku.uusitalo@stxeurope.com
Website	www.stxeurope.com

D.10.1. CONTACT PERSON

Title	Mr
First name	Markku
Family name	Uusitalo
Department	
Position	V.P Production
Work address	PO Box 302
Postal code	FL-26101
City	Rauma
Country	FI - FINLAND
Telephone 1	+358 (0) 106700
Telephone 2	
Mobile	
Fax	
Email	markku.uusitalo@stxeurope.com

D.11. PARTNER ORGANISATION

Partner number	P11
Role	Ineligible partner (PA-INL)
Full legal name (national language)	Udruga pomorskih kapetana Sjevernog Jadrana "Kraljica mora" Rijeka
Full legal name (latin characters)	Udruga pomorskih kapetana Sjevernog Jadrana "Kraljica mora" Rijeka
Acronym	Kraljica mora
National id (if requested by the NA)	30012038526
Type of organisation	Non-profit associations (NFP-ASC)
Commercial orientation	Not for Profit (NP)
Scope	national (N)
Legal status	public (PB)
Economic sector	H50 - Water transport
Size (staff)	staff 51 to 250
Legal address	Studentska 2
Postal code	51000
City	Rijeka
Country	HR - CROATIA
Region	HR03 - Jadranska Hrvatska
Telephone 1	+385 51 338 411
Telephone 2	
Fax	+385 51 336 755
Email	kapetani@pfri.hr
Website	www.kraljica-mora.net

D.11.1. CONTACT PERSON

Title	Mr
First name	Juraj
Family name	Karninčić
Department	
Position	President
Work address	Studentska 2
Postal code	51000
City	Rijeka
Country	HR - CROATIA
Telephone 1	+385 51 338 411
Telephone 2	
Mobile	
Fax	
Email	juraj.karnincic@ri.t-com.hr

E. CONSORTIUM

Are there any changes to the initial consortium or in the distribution of tasks and Budget amongst partners?

Note: changes to the consortium or substantial changes in the allocation of tasks require an amendment of the grant agreement.

No

E.1. CONSORTIUM MEETINGS

Send the minutes of the consortium meetings with the duly signed paper version of this report and do not forget to list them in section Annexes to the Report.

No.	1
Title	1st Partner meeting
Place (country)	TR - TURKEY
Place (city)	Istanbul
Date (dd-mm-yyyy)	21-11-2013
Partners not attending (explain the reasons)	

No.	2
Title	2nd Partner meeting
Place (country)	ES - SPAIN
Place (city)	Cala D'or, Majorca
Date (dd-mm-yyyy)	05-06-2014
Partners not attending (explain the reasons)	

No.	3
Title	3rd Partner meeting
Place (country)	BG - BULGARIA
Place (city)	Varna
Date (dd-mm-yyyy)	02-10-2014
Partners not attending (explain the reasons)	

F. WORK PROGRAMME

Please summarise in this section the past/future activities of your project, in order to provide a correct assessment on current progress.

F.1. PAST ACTIVITIES

Please describe the past activities undertaken.

During the 1st year of the project many activities have been undertaken. The activities in WP1 Management are according to the plan. The management of the project manage overall project in an efficient and effective way. The WP2 Identification of training needs started at the first month of the project as a first step in understanding and identifying the training needs for COLREGs for each target group. During the first partner meeting it was agreed about the form of the questionnaire that checked the understanding and application of COLREGs by students and seafarers. The results of the questionnaire were analyzed and prepared for discussion at workshops organised in all partner countries. Along with the questionnaire, the collision database was developed. All partners organized a workshop where the results of research were presented and a discussion about the results and methods and methodology of learning COLREGs was conducted. The questionnaire`s results, analysis of the collisions and conclusions from workshops were used to determine the methodology and methods (WP3) that will be used for the preparation of COLREGs learning materials. Based on previous mentioned results and based on many years of experience of partners in teaching Rules it was decided which methods of developing and delivering the training tasks, as well as methods of assessment, is best to use. Partners decided, with support of Steering Committee that using the pre-prepared scenarios that shows real life collisions are the best method for learning Rules. The multimedia learning techniques will be applied in the development of training courses. Training course will be an online course that supports self-learning. Preparations of the scenarios started as a part of WP4 Course Content. During the WP4 development, the evaluation of the feasibility of transferring the modular course with learning materials into learning platform (WP5) and particular evaluating the learning materials template was made. Until Interim report, scenarios in paper form are finished and currently they are simulating in nautical simulator.
All partners have been working on the dissemination of the project results to the target groups and wider audience, and raising awareness among the seafarers, shipping industry, educational and training providers. The ACTs project is disseminated thought web advertising, different events, and in some major maritime related conferences.

Indicate which work packages had to be changed compared with the original planning in your application and briefly explain the reasons.

After the questionnaire was completed and aligned within partners, implementation of the questionnaire began in wp 2. Also, workshops were organized after a representative number of questionnaires were collected. In order to gain more professional participants (captains and ships officers), workshops were implemented in time that allowed the largest number of desired participants. A delay of two months did not affect the implementation of the project activities.
WP 3 Methods and Methodologies depended on the results from WP2 - Identification of Training Needs that delayed according to the initial proposal. The second reason for later implementation of WP3 was that the partners decided to carry out the external evaluation of the WP3, which is made 12th July 2014 on the Workshop at Plymouth (UK). Delay in WP3 in relation to the initial proposal does not affect the implementation of the project.

What is the estimated percentage(%) of work completed?

55%

F.2. FUTURE ACTIVITIES

Please describe the future activities.

Planned future activities are to finalize simulations in nautical simulator of partners from Bulgaria (NVNA) and to finalized ACTs Course content in WP4. Simulated scenarios will be prepared in the form of e-learning platform as a part of WP5. After the course content are finished, it will be translated in national languages in accordance with WP6 Translation. Prepared e-platform will be evaluated internal and external in the framework of WP7 Evaluations & Quality Assurance. Partners will continue to disseminate the project troughs WP8. Exploitation and sustainability of the ACTs project will be conduct according to the WP9.

Indicate changes to planned activities which you expect in the future and briefly explain the reasons (please bear in mind that certain changes might require an amendment request and subsequent approval. In case of doubt contact your National Agency).

Currently there are no expectations of changes in future activities.

F.3. RESULTS AND WORK PACKAGES

Please describe in this section the results achieved so far and the progress made on the corresponding working packages.

Note: In case of tangible results/products send with the duly signed paper version of this Interim Report two copies of each tangible result/product showing its current stage of development. Also do not forget to list these tangible results/products in section Annexes to the Report.

Where possible, electronic copies should be provided rather than hard copies (CDROM, links to websites). When applicable include also login and password details.

F.3.1. RESULTS

No.	**1**
Result/Product title	Deliverable plan
Result/Product description	The Delivery plan is developed in order to monitor and ensure that the project is keeping to schedule according to the work packages with deliverables. The plan includes a Gantt Chart and a calendar. Gantt Chart presents the demonstration of each work package with their duration and second part plan of the Results/ Outputs/Deliverables covers two years activity of the project. It explain the: 1.Overview of the activities that will be delivered, 2.When it will be delivered 3.Who is responsible 4.What is the delivery mechanism and which key partners are involved and expected outcome of the activity. Sustainability activities will be included at the end of the project.
How does the Result/Product contribute to achieve the project objective/s	It provides a simple and good overview and helps smooth execution of the project deliverables/results.
Deviations from initial proposal or subsequent amendments, including reasons for change	None
Result/Product Type	Report (PR01)
Target group(s) / potential beneficiaries	All project partners, NA
Target sector	N/A
Result/Product language/s	EN - English
Medium used	Text (TXT)
Availability date (dd-mm-yyyy)	30-12-2013
Number of copies (if applicable)	1
Evaluation type and testing (if applicable)	Internal partners evaluation
Where, when and how the evaluation and testing were carried out (e.g. scope, method, tools, sample, etc.)?	All partners reviewed the document and provided inputs. It was several version of document (v5) until the final one.
Findings, conclusions and lessons of evaluation and testing	All partner agreed about the terms, goals and schedule according to the work packages with deliverables.

Was the result/product/process modified respectively adapted after evaluation and testing?	It was updated after partners comments.
Involved partners	Deliverable Co-ordinating Organisation: C4FF and all other partners were included

No.	**2**
Result/Product title	Quality Assurance Plan
Result/Product description	The Quality Assurance Plan (QAP) defines the methodology to be followed and the general working mechanisms for implementation of the ACTs project. That will be used as an implementation guide for all ACTs team members. This QAP ensures the smooth execution of the project. In Quality Assurance Plan, the Scope and Applicability, Project general information and summary, Project structure, Project Reporting, Methods and Instruments for monitoring process, Risk management and Contingency Plan, Applicable documents and normative references, Verification of results, Validation, Documentation and Communication Standards, Verification of perceived quality and record are described. The terms of reference, composition and frequency of the Steering Committee is drafted within the plan. The Quality Assurance Plan includes the responsibilities of partners and assists the project manager and coordinator in the implementation of the project in the most effective and efficient way. The plan is based on Total Quality Management (TQM) principals and takes advantage of the good practices from the ISO 9000 procedural quality systems (9001/2/3/4).
How does the Result/Product contribute to achieve the project objective/s	Quality Assurance Plan is developed in order to control the quality of the project activities, describing the necessary procedures, particularly the internal procedure of deliverables quality assurance and to minimize the possibility of risks occurrence and to define mitigation strategies.
Deviations from initial proposal or subsequent amendments, including reasons for change	None
Result/Product Type	Report (PR01)
Target group(s) / potential beneficiaries	All project partners, NA
Target sector	N/A
Result/Product language/s	EN - English
Medium used	Text (TXT)
Availability date (dd-mm-yyyy)	30-12-2013
Number of copies (if applicable)	1
Evaluation type and testing (if applicable)	Internal partners evaluation
Where, when and how the evaluation and testing were carried out (e.g. scope, method, tools, sample, etc.)?	All partners reviewed the document and provided inputs. It was several version of document (v5) until the final one.
Findings, conclusions and lessons of evaluation and testing	All partner agreed about the methodology to be followed and the general working mechanisms for implementation of the ACTs project
Was the result/product/process modified respectively adapted after evaluation and testing?	It was updated after partners comments.
Involved partners	Deliverable Co-ordinating Organisation: UoR and all other partners were involved

No.	**3**
Result/Product title	Quarterly Progress report
Result/Product description	Quarterly progress reports are produce at 3 monthly intervals by each partner during the project implementation in order to report their progress to project contractor and coordinator. UoR is responsible for integrating data from all partners in one document. In that purpose UoR develop the templates for collecting information. In the 1st year of the project 3 quarterly reports are written: 1. Quarterly progress report for period 11/2013 - 01/2014 2. Quarterly progress report for period 02/2014 - 04/2014 3. Quarterly progress report for period 05/2014 - 07/2014 The progress report for last quarter of 1st year of project is described, with others, in Interim report document. In the 2nd year of project it is planned to write 3 more quarterly reports for periods 11/2014-01/2015, 02/2015-04/2015, 05/2015-07/2015.
How does the Result/Product contribute to achieve the project objective/s	The Quarterly Reports summarize the work of the team and its results/outputs/ deliverables. It is in line with interim and final reporting template in order to have prepared information for Interim and Final project report. It is reported every 3 months about project progress in order to avoid any kind of deviations and to be in line with the time plan. Quarterly reports describes the project results, progress in work packages, dissemination activities, influence at focus groups etc.
Deviations from initial proposal or subsequent amendments, including reasons for change	None
Result/Product Type	Report (PR01)
Target group(s) / potential beneficiaries	All project partners, NA
Target sector	N/A
Result/Product language/s	EN - English
Medium used	Text (TXT)
Availability date (dd-mm-yyyy)	10-09-2014
Number of copies (if applicable)	1
Evaluation type and testing (if applicable)	Internal partners evaluation
Where, when and how the evaluation and testing were carried out (e.g. scope, method, tools, sample, etc.)?	All partners contributed to the report and review the documents. It was several version of documents (v3, v3, v6) until the final ones. There are 3 quarterly reports for the first year of the project. The UoR provide templates for reports. All partners reviewed the document and provided inputs.
Findings, conclusions and lessons of evaluation and testing	All partner agreed about the methodology of writing the quarterly reports and produce information about their progress every 3 months. On that way it is easier for project Contractor and Coordinator to follow the project implementation and react on possible deviations in project progress.
Was the result/product/process modified respectively adapted after evaluation and testing?	It was updated after partners comments.

Involved partners	Deliverable Co-ordinating Organisation: UoR and all other partners were involved

No.	**4**
Result/Product title	Interim report
Result/Product description	Interim report describes progress of the project activities for the 1st year of the project from period 11/2013 to 10/2014. It summarize the work of the ACTs team and its results.
How does the Result/Product contribute to achieve the project objective/s	This report describes the project results, progress in work packages and tasks, dissemination activities, influence at the focus groups etc. Also, it contain overview of budget spending, supporting financial documents and supporting dissemination materials. It insures that project is moving due the project application and explains deviations, if any, from initial proposal.
Deviations from initial proposal or subsequent amendments, including reasons for change	None
Result/Product Type	Report (PR01)
Target group(s) / potential beneficiaries	All project partners and National Agency
Target sector	N/A
Result/Product language/s	EN - English
Medium used	Text File (TXTFL)
Availability date (dd-mm-yyyy)	31-10-2014
Number of copies (if applicable)	1
Evaluation type and testing (if applicable)	Internal partners evaluation
Where, when and how the evaluation and testing were carried out (e.g. scope, method, tools, sample, etc.)?	All partners contributed to the report and review the document. All partners reviewed the main template of Interim report document and provided inputs for all financial and dissemination activities.
Findings, conclusions and lessons of evaluation and testing	All partner agreed about the methodology of writing the Interim reports and collecting supporting documents. Partners report and produce information about their progress during this year, WP leader report about WP progress, and all results of project are explained. The main conclusion is that in this moment 55% of the project activities are successfully finished with no serious deviations from initial proposal.
Was the result/product/process modified respectively adapted after evaluation and testing?	It was updated after partners comments.
Involved partners	Deliverable Co-ordinating Organisation: UoR and all other partners were involved

No.	**5**
Result/Product title	Final report
Result/Product description	Final report will describe progress of the project activities for the 2 years of the project (11/2013 - 10/2015). It will summarize the work of the ACTs team and its results.
How does the Result/Product contribute to achieve the project objective/s	Final report will describe the project results, progress in work packages and tasks, dissemination activities, influence at the focus groups etc. Also, it will contain overview of budget spending. Final report will insure that project is finished due the project proposal and will explain potential deviations from initial proposal.
Deviations from initial proposal or subsequent amendments, including reasons for change	N/A
Result/Product Type	Report (PRO1)
Target group(s) / potential beneficiaries	All Partners and National Agency
Target sector	N/A
Result/Product language/s	EN - English
Medium used	Text (TXT)
Availability date (dd-mm-yyyy)	30-12-2015
Number of copies (if applicable)	1
Evaluation type and testing (if applicable)	N/A
Where, when and how the evaluation and testing were carried out (e.g. scope, method, tools, sample, etc.)?	N/A
Findings, conclusions and lessons of evaluation and testing	N/A
Was the result/product/process modified respectively adapted after evaluation and testing?	N/A
Involved partners	Deliverable Co-ordinating Organisation: UoR

No.	**6**
Result/Product title	Project web site
Result/Product description	Project website is professionally designed and developed considering the final product of the project with best user interface available. It is available in all partner languages as a key tool for promoting and informing the public and target groups about the project. Project web site contains sections about project aims, project progress, newsletter, provide a contact form for interested persons and organizations, provide information about consortium etc. A separate sections in the website are "Colission Reporting" that was created to collate further reports from the target groups and section "Survey" where maritime professionals (seafarers, maritime lecturers etc.) and non-professionals (amateurs sailors etc.) can fill in. This questionnaires were used in WP2 Identification of training needs, and this sections will be open until the end of the project. Also, after development of ACTs platform the website will link between the project website (WP1) to the ACTs platform (WP5). C4FF took the charge of updating the website during project lifetime. It is available by following the link here www.ecolregs.com.
How does the Result/Product contribute to achieve the project objective/s	The website is one of the major deliverables of the project which will host all results and outcomes of the project to be reached to target groups.
Deviations from initial proposal or subsequent amendments, including reasons for change	A draft website was designed and developed at initial stage of the project and it was later on replaced with a brand new website.
Result/Product Type	Publishing Resources (PR)
Target group(s) / potential beneficiaries	All target groups
Target sector	Maritime sector
Result/Product language/s	EN - English HR - Croatian TR - Turkish SL - Slovenian BG - Bulgarian ES - Spanish
Medium used	Website (WEB)
Availability date (dd-mm-yyyy)	30-12-2013
Number of copies (if applicable)	1
Evaluation type and testing (if applicable)	It was evaluated by the partners internally and tested by the IT team before it is launched.

Where, when and how the evaluation and testing were carried out (e.g. scope, method, tools, sample, etc.)?	Internally by the all project partners and C4FF's IT Team
Findings, conclusions and lessons of evaluation and testing	The website works fine and functioning as required.
Was the result/product/process modified respectively adapted after evaluation and testing?	The website content will be updated as when it is necessary during the project lifetime.
Involved partners	Deliverable Co-ordinating Organisation: C4FF with support from all partners

No.	**7**
Result/Product title	Project Shared Area
Result/Product description	A shared area (confluence) was developed during the first quarter of the project. A specific area for each result of the project was created for project partners and National Agency for their ease access for all project results. The access to project Shared Area is via https://actsproject.atlassian.net For National Agency - User name: na, Password: na
How does the Result/Product contribute to achieve the project objective/s	It provides a very-well structured area to control the project results in very organised manner. All partners of the project have access to Shared Area, and they report about the progress, or upload the results/outputs/deliverables. On that way the project Coordinator and Contractor have insight in the status of the project activities, tasks and results.
Deviations from initial proposal or subsequent amendments, including reasons for change	None
Result/Product Type	Publishing Resources (PR)
Target group(s) / potential beneficiaries	All project partners and National Agency
Target sector	N/A
Result/Product language/s	EN - English
Medium used	Website (WEB)
Availability date (dd-mm-yyyy)	30-12-2013
Number of copies (if applicable)	1
Evaluation type and testing (if applicable)	It was evaluated by the partners internally and tested by the IT team before it is launched.
Where, when and how the evaluation and testing were carried out (e.g. scope, method, tools, sample, etc.)?	Internally by the partners and C4FF's IT Team.
Findings, conclusions and lessons of evaluation and testing	The shared area works fine and functioning as required.
Was the result/product/process modified respectively adapted after evaluation and testing?	It is evolving area where the results will be placed when they are available.
Involved partners	Deliverable Co-ordinating Organisation: C4FF with support from all partners

No.	**8**
Result/Product title	Extended Knowladge Base of Accident Reports
Result/Product description	The database includes the review of the collision and near-miss reports published in each partner country and national agencies such as MAIB and MARS, as well as any other reports and papers available to the partnership. In order to investigate collisions which had occurred on vessels similar to vessels which sail today, partners had agreed that they will investigate collision which had occurred up to 10 years ago. The collision and near-miss reports analysis was carried on in parallel with Questionnaire distribution (Task 2.1). Results of analyses were presented on Workshops (Task 2.2). These reports are compiled in an excel form to create a knowledge base for both collisions and near misses. In some countries occurred larger number of collisions, however many of collisions occurred between small craft which are not significant for this project. Due to project goals and mentioned reason partners chose 14 collisions which are described in excel form where was analysed Collision location, Visibility (M), Year, Accident type, Related rules, Link to summary. Data chart was made using data from excel sheet, that shows Rule number and how many times action was not in compliance with the Rule in analysed collisions.
How does the Result/Product contribute to achieve the project objective/s	Results/Products contribute to achieve the project objective in two way: 1. They have been taken into consideration for comparing the results of the actual collisions (Rule number and how many times action was not in compliance with the Rule in analysed collisions) and the results obtained through questionnaires. It was very satisfying knowing that the results from collision analysies and Questionnaire correlate. 2. They have been taken into consideration for preparing animation of scenarios for the learning materials.
Deviations from initial proposal or subsequent amendments, including reasons for change	None
Result/Product Type	Report (PR01)
Target group(s) / potential beneficiaries	All target groups
Target sector	Maritime sector - seafarers dealing with navigation watch, lecturers, students
Result/Product language/s	EN - English
Medium used	Text (TXT)
Availability date (dd-mm-yyyy)	30-03-2014
Number of copies (if applicable)	1
Evaluation type and testing (if applicable)	The database is selected by using the number of real life collisions and near misses. It was in the form of case studies, Law practice and safety investigation.
Where, when and how the evaluation and testing were carried out (e.g. scope, method, tools, sample, etc.)?	Collisions and near misses were analised by COLREGs expert from each Partner. All partners provided the collisions and near misses that has breach of the COLREGs rules and they were collated in an excel table with the template created by C4FF.

Findings, conclusions and lessons of evaluation and testing	It was founded between partners COLREGs expert easily that collision and near miss reports needs to be summarised which will only include the aspects of COLREGs. Therefore, a template with data as Collision location, Visibility (M), Year, Accident type, Related rules, Link to summary was created to summarize these report. Furthermore, a separate section in the website “Collision Reporting” was created to collate further reports from the target groups.
Was the result/product/process modified respectively adapted after evaluation and testing?	From all analysed collisions an near-miss reports, the knowledge base that includes 14 representative collision and near miss reports are being summarised.
Involved partners	Deliverable Co-ordinating Organisation: C4FF with support from all partners

No.	**9**
Result/Product title	Report on Training Needs
Result/Product description	Report on training needs are produced incorporating the questionnaire findings, workshop results and review of past accidents reports. Purpose of this report was to recognise and to show target group misunderstanding and wrong appliance of the Rules (all maritime schools and colleges, seafarers on merchant ships, teachers and lecturers at maritime institutions, VTS operators, employees of the port authorities, pilots as well as masters of the fishing boats and yachts) and to determine need to upgrade Rules learning methods.
How does the Result/Product contribute to achieve the project objective/s	Report on Training needs was created after development of a targeted questionnaire that contributed to the identification of knowledge gaps of the target groups and deficiencies in the application of COLREGs in each partner country and other nationalities seafarers which had participated in on-line questionnaire, and also after workshops in each partners country validate the results and findings of questionnaires and reports from analysed collisions and near misses. A Report of Training needs as results of analyses of the questionnaire results, collision cases research and conclusions of workshops discussions clearly indicate problems in understanding and application of COLREGs. Furthermore, the Report clearly define which activities should be conducted in future WPs in order to achieve the main objective of the ACTs project (activities are many so they are listed in full document).
Deviations from initial proposal or subsequent amendments, including reasons for change	This results delayed for two months. After the questionnaire was completed and aligned with partners, implementation of the questionnaire began. Questionnaire was conducted by all partners in their countries, and online at the project website. As the school holidays and test periods at Universities in partner countries are different, it was decided to extend the time of the questionnaire so all target groups of respondents can participate in the questionnaire and thereby questionnaire results are more representative and high quality. Also, workshops were organized after a representative number of questionnaires were collected. In order to gain more professional participants (captains and ships officers), workshops were implemented in time that allowed the largest number of desired participants. A delay of two months in any way did not affect the course of the project activities, such of implementation improved project quality.
Result/Product Type	Report (PR01)
Target group(s) / potential beneficiaries	All interested parties
Target sector	Maritime
Result/Product language/s	EN - English
Medium used	Text (TXT)
Availability date (dd-mm-yyyy)	30-05-2014
Number of copies (if applicable)	1
Evaluation type and testing (if applicable)	Evaluation of the results obtained through questionnaires for professional and nonprofessionals was evaluated two times. First, results are evaluated among

	partners via usual communication channels. Second time results are evaluated from the participants on the workshops in each partners country. On the workshops have been analysed also collisions and near miss reports.
Where, when and how the evaluation and testing were carried out (e.g. scope, method, tools, sample, etc.)?	Questionnaire was distributed from January until the end of March trough Lime survey and in printed form. Results from printed form were inserted in Lime survey. Questionnaire was distributed to all maritime schools and colleges, seafarers on merchant ships, teachers and lecturers at maritime institutions, VTS operators, employees of the port authorities, pilots as well as with masters of the fishing boats and yachts. Crew managers send questionnaires to all vessels and to seafarers at home. High school and faculty students fulfilled the questionnaire in the classrooms. Questionnaire was announced and they were allowed to use books during fulfilling the questionnaire. Time for fulfilling the questionnaire was unlimited. In that way we managed to examine the understanding of the Rules because participants were allowed to use all literature and unlimited time. Definitely there was no stress which is usually present on board. Until the end of the March (25th March 2014.) questionnaire was fulfilled by 1280 participants (professional seafarers, maritime high school and faculty students) and 285 persons holding license for various types of ships/boats (pleasure craft and small fishing vessels). Workshops were organized in all partners country. In Croatia workshop took place in Rijeka were was 42 participants, in UK workshop took place in Southampton were was 13 participants, in Turkey workshop took place in Tuzla-Istanbul were was 13 participants, in Bulgaria workshop took place in Varna were was 16 participant, in Slovenia workshop took place in Portoroz were was 19 participants and in Spain workshop took place in Cala D'or, Mallorca where was 6 participants. Total number of workshops participant was 109. On the workshops the student representatives from maritime schools and colleges, seafarers on merchant ships, teachers and lecturers at maritime institutions, VTS operators, employees of the port authorities, pilots as well as masters of the fishing boats and yachts participated.
Findings, conclusions and lessons of evaluation and testing	On the workshops and between the project partners, it was concluded that there is a strong need for a new methods of learning and explanations of COLREGs, and the most important conclusions are: 1. The Rules would have to have some minor changes or updates in accordance with evolving technology, and some drastic changes are unlikely to expect. 2. The existing rules have to be interpreted precisely so that they are understood in the same way by everyone. 3. The rules that have a priority to others have to be clearly determined and navigation officers should be able to apply them without having difficulty. 4. Establishing a common understanding of an individual rule through some kind of Guidelines is needed and standardizing the education, training and assessment of COLREGs through COLREGs Model Course. COLREGs model course should be an integral part of the STCW. 5. In some rules certain definition should be added in order to clarify the rules. 6. To develop COLREGs e-course which should be used with simple means of information technology, rather than expensive simulators. 7. To improve learning methodologies it is suggested to use multiple case real life study scenarios which cover each individual rule, Court decisions for interpretation of case studies, visual images, simulators, CADs and 3D dynamic animations. 8. Official translation of COLREGs in multiple languages could be made, but even

	more important are the explanations of the rules. 9. A Global COLREGs online test would be strongly supported and recommended. The test should be taken in English and in mother tongue.
Was the result/product/process modified respectively adapted after evaluation and testing?	The questionnaire results, collision cases research and most important a conclusions of workshops discussions were used for preparing final Reports which clearly indicate problems in understanding and application of COLREGs. Furthermore, the conclusions of the conducted workshops clearly define in the final Report which activities should be conducted in future WPs in order to achieve the main objective of the ACTs project.
Involved partners	Deliverable Co-ordinating Organisation: UoR with support from all partners

No.	**10**
Result/Product title	A report on Methods and Methodologies
Result/Product description	Based on discussions on workshops and on experience of project partners which are involved in Rules teaching, decision of methods of developing and delivering the training tasks, as well as methods of assessment was made. A review of state of art literature in competence based and vocational learning is taken as the first step. Partners decided that the best method to learn Rules is to use pre-prepared scenarios. Part of scenarios would be real life collisions analysed in this project and where applicable, would be in animated form. It was decided to apply multimedia learning techniques in the development and delivery of training courses. Training course will be an online learning course, which will support self-learning. The course can be used to support blended learning, distance learning or classroom learning supported by Rule expert teacher. The final decision about method and methodologies was made by Steering Committee. The Steering Committee members decided about methods/ methodologies with due regards for the identified training needs and current tools for development and delivery of training modules. Once decided about using scenarios as learning method, partners discussed about preparation of the training material and was discussed as to how the scenario will be created. At the beginning, scenarios for Rule 15 – Crossing situation were prepared, which were discussed between partners and after discussion it was decided how to prepare scenario template for all other Rules. Refinements of the scenario are being developed considering & evaluating the strength(s) & limitation(s) of previous each methods, e.g. adaptation of M'aider (2009-11), e-learning and e-assessment process for the production of training modules. Also, experiences from e-gmdss training module were used. For all scenarios simulation on NaviTransas Professional 5000 navigation simulator will be done, and recorded materials will be used in preparing Rules learning e-platform.
How does the Result/Product contribute to achieve the project objective/s	This deliverable carries major importance as the methods and methodologies agreed in this document will be base for developing collision case scenarios and turning scenarios into e-learning platform.
Deviations from initial proposal or subsequent amendments, including reasons for change	A report on Methods and Methodologies depended on results in WP2 - Identification of Training Needs which was delayed (explained in WP2 report). That is one of the reason for delay of this report and other reason is that partners decided to make external evaluation which was done on 12th July 2014 at Plymouth. Delay of report is minor and did not effect the project implementation.
Result/Product Type	Report (PR01)
Target group(s) / potential beneficiaries	All partners and interested parties
Target sector	Maritime
Result/Product language/s	EN - English
Medium used	Text (TXT)

Availability date (dd-mm-yyyy)	18-07-2014
Number of copies (if applicable)	1
Evaluation type and testing (if applicable)	Evaluation of methods and methodologies which will be used for preparation of Rules learning e-platforms was divided in several steps and on multiple levels. First evaluation of methods and methodologies of Rules learning were on partners workshops. After that discussion was continued between partners. After conducting external evaluation in Workshop at Plymouth for the validity of the test Methods and Methodologies, Partners harmonised final Methods and Methodologies which will be used for development of e-learning process.
Where, when and how the evaluation and testing were carried out (e.g. scope, method, tools, sample, etc.)?	Evaluation was conducted through discussion and using brainstorm method on all Partners workshops (6 workshops were conducted). Between Partners discussion and evaluation was done through standard communication channel (e-mails, Skype,...). External evaluation was conducted on Plymouth workshop on 12th July 2014.
Findings, conclusions and lessons of evaluation and testing	E-learning test materials are being produced based on real life accident reports and near misses where Colregs were applied and learning material are being produced based on the research findings.
Was the result/product/process modified respectively adapted after evaluation and testing?	All discussions, objections, proposals were taken into account and Partners had final decision on methods and methodologies about methods for learning process.
Involved partners	Deliverable Co-ordinating Organisation: C4FF and all other partners were involved

No.	**11**
Result/Product title	Actual COLREGs in all partner languages
Result/Product description	Provides availability of last updated COLREGs publication in partner languages. The COLREGs is established in the English and French languages. Due to differences in national languages of partners from Spain, Slovenia, Croatia, Bulgaria and Turkey it is necessary to ensure all official translation of COLREG Rules on those languages and summarized them.
How does the Result/Product contribute to achieve the project objective/s	Provides an easier way for the native speakers to make references in their own language.
Deviations from initial proposal or subsequent amendments, including reasons for change	None
Result/Product Type	Learning resources (PR03)
Target group(s) / potential beneficiaries	All Partner and interested parties
Target sector	Maritime
Result/Product language/s	EN - English HR - Croatian TR - Turkish SL - Slovenian BG - Bulgarian ES - Spanish
Medium used	Text (TXT)
Availability date (dd-mm-yyyy)	30-05-2014
Number of copies (if applicable)	6
Evaluation type and testing (if applicable)	N/A
Where, when and how the evaluation and testing were carried out (e.g. scope, method, tools, sample, etc.)?	N/A
Findings, conclusions and lessons of evaluation and testing	N/A
Was the result/product/process modified respectively adapted after evaluation and testing?	N/A
Involved partners	Deliverable Co-ordinating Organisation: NVNA and all other partners were involved

No.	**12**
Result/Product title	New modular course with learning materials
Result/Product description	After Translating COLREGs in all partners' languages, partners are working on the development of content and also are responsible for leading a training module, in its delivery and assessment. Activities for development of this Result started; they are planed within WP4-Development of Course content. Planed deadline for the result is 28-02-2015.
How does the Result/Product contribute to achieve the project objective/s	Partners are developing a means of training materials delivery and an e-learning platform using innovative techniques supported by C4FF and SPIN. This result is one step in achieving project aim development of an innovative online e-learning and e-assessment platform.
Deviations from initial proposal or subsequent amendments, including reasons for change	N/A
Result/Product Type	Learning resources (PR03)
Target group(s) / potential beneficiaries	All Partner and target groups
Target sector	Maritime
Result/Product language/s	EN - English HR - Croatian TR - Turkish SL - Slovenian BG - Bulgarian ES - Spanish
Medium used	Website (WEB)
Availability date (dd-mm-yyyy)	28-02-2015
Number of copies (if applicable)	1
Evaluation type and testing (if applicable)	N/A
Where, when and how the evaluation and testing were carried out (e.g. scope, method, tools, sample, etc.)?	N/A
Findings, conclusions and lessons of evaluation and testing	N/A
Was the result/product/process modified respectively adapted after evaluation and testing?	N/A
Involved partners	Deliverable Co-ordinating Organisation: NVNA with support of all partners

No.	**13**
Result/Product title	Integrated e-learning and e-assessment platform
Result/Product description	Result will develop an e-learning and e-assessment platform of the delivery of learning materials for each training module. Activities for development of this Result started and they are planed within WP5-Lerning platform. Planed deadline for the result is 28-02-2015.
How does the Result/Product contribute to achieve the project objective/s	Result will contribute in achieving one of the main project aims, which is development of an innovative on-line e-learning and e-assessment platform to deliver the developed course.
Deviations from initial proposal or subsequent amendments, including reasons for change	N/A
Result/Product Type	Online education and training material (e-learning) (PR16)
Target group(s) / potential beneficiaries	All target groups
Target sector	Maritime professionals, students, VET students
Result/Product language/s	EN - English HR - Croatian TR - Turkish SL - Slovenian BG - Bulgarian ES - Spanish
Medium used	InteractiveResource (INT_RES)
Availability date (dd-mm-yyyy)	28-02-2015
Number of copies (if applicable)	1
Evaluation type and testing (if applicable)	N/A
Where, when and how the evaluation and testing were carried out (e.g. scope, method, tools, sample, etc.)?	N/A
Findings, conclusions and lessons of evaluation and testing	N/A
Was the result/product/process modified respectively adapted after evaluation and testing?	N/A
Involved partners	Deliverable Co-ordinating Organisation: SPIN with support from all partners

No.	**14**
Result/Product title	Full Translated ACTs Course
Result/Product description	The course will be available in all partners' languages. Activities for development of this Result still didn't start; they are planed within WP6 Translation. Planed deadline for the result is 15-03-2015.
How does the Result/Product contribute to achieve the project objective/s	Result contributes to project objective in a way that helps maritime professionals, students, VET students and all target groups to understand and interpret the Rules, on the same manner. Also the target groups can use English version or one of the other partners language of the course (Croatian, Turkish, Slovenian, Bulgarian, Spanish).
Deviations from initial proposal or subsequent amendments, including reasons for change	N/A
Result/Product Type	Online education and training material (e-learning) (PR16)
Target group(s) / potential beneficiaries	All target groups
Target sector	Maritime professionals, students, VET students
Result/Product language/s	EN - English HR - Croatian TR - Turkish SL - Slovenian BG - Bulgarian ES - Spanish
Medium used	Website (WEB)
Availability date (dd-mm-yyyy)	15-03-2015
Number of copies (if applicable)	1
Evaluation type and testing (if applicable)	N/A
Where, when and how the evaluation and testing were carried out (e.g. scope, method, tools, sample, etc.)?	N/A
Findings, conclusions and lessons of evaluation and testing	N/A
Was the result/product/process modified respectively adapted after evaluation and testing?	N/A
Involved partners	Sea Teach with support from all partners

No.	**15**
Result/Product title	Full ACTs course after internal review and improvements
Result/Product description	ACTS course will be translated and internally evaluated by the UK partner, C4FF, having native speakers and experienced seafarers, after it is finalised in English it will be prepared for improvement. Activities for development of this Result still didn't start; they are planed within WP7 Evaluations and Quality Assurance. Planed deadline for the result is 28-02-2015.
How does the Result/Product contribute to achieve the project objective/s	To evaluate and improve the e-learning/assessment system developed in WP 4, 5 and 6.
Deviations from initial proposal or subsequent amendments, including reasons for change	N/A
Result/Product Type	Online education and training material (e-learning) (PR16)
Target group(s) / potential beneficiaries	All target groups
Target sector	Maritime professionals, students, VET students
Result/Product language/s	EN - English HR - Croatian TR - Turkish SL - Slovenian BG - Bulgarian ES - Spanish
Medium used	Website (WEB)
Availability date (dd-mm-yyyy)	28-02-2015
Number of copies (if applicable)	
Evaluation type and testing (if applicable)	
Where, when and how the evaluation and testing were carried out (e.g. scope, method, tools, sample, etc.)?	N/A
Findings, conclusions and lessons of evaluation and testing	N/A
Was the result/product/process modified respectively adapted after evaluation and testing?	N/A
Involved partners	All partners

No.	**16**
Result/Product title	Full ACTs Course after 1st Piloting groups and improvements
Result/Product description	There will be an evaluation by 3 piloting groups after the improvements have taken place. 3 piloting groups will be formed with at least 8 seafarers/end-users from the 3 different countries (UK, Bulgaria and Croatia) with an experienced teacher. This initial pilot group will be in English. A teacher will lead the group and verify their knowledge and fill their knowledge gaps. Activities for development of this Result still didn't start; they are planed within WP7 Evaluations and Quality Assurance. Planed deadline for the result is 30-04-2015.
How does the Result/Product contribute to achieve the project objective/s	To evaluate and improve the e-learning/assessment system developed in WP 4, 5 and 6.
Deviations from initial proposal or subsequent amendments, including reasons for change	N/A
Result/Product Type	Online education and training material (e-learning) (PR16)
Target group(s) / potential beneficiaries	All target groups
Target sector	Maritime professionals, students, VET students
Result/Product language/s	EN - English
Medium used	Website (WEB)
Availability date (dd-mm-yyyy)	30-04-2015
Number of copies (if applicable)	
Evaluation type and testing (if applicable)	
Where, when and how the evaluation and testing were carried out (e.g. scope, method, tools, sample, etc.)?	N/A
Findings, conclusions and lessons of evaluation and testing	N/A
Was the result/product/process modified respectively adapted after evaluation and testing?	N/A
Involved partners	All partners

No.	**17**
Result/Product title	Final of ACTS course after 2nd pilot groups and improvements
Result/Product description	ACTS course will be enhanced after the improvement report, which is based on the comments of the testing groups. The ACTS courses will be improved after the piloting group reports in all stated languages. The final version of the course will be available in the 21st month of the project and the course will be open to the public. Activities for development of this Result still didn't start; they are planed within WP7 Evaluations and Quality Assurance. Planed deadline for the result is around 30-07-2015.
How does the Result/Product contribute to achieve the project objective/s	The course will be available in 6 languages (English, Croatian, Turkish, Slovenian, Bulgarian and Spanish)
Deviations from initial proposal or subsequent amendments, including reasons for change	
Result/Product Type	Online education and training material (e-learning) (PR16)
Target group(s) / potential beneficiaries	All target groups
Target sector	Maritime professionals, students, VET students
Result/Product language/s	EN - English HR - Croatian TR - Turkish SL - Slovenian BG - Bulgarian ES - Spanish
Medium used	Website (WEB)
Availability date (dd-mm-yyyy)	30-07-2015
Number of copies (if applicable)	
Evaluation type and testing (if applicable)	
Where, when and how the evaluation and testing were carried out (e.g. scope, method, tools, sample, etc.)?	N/A
Findings, conclusions and lessons of evaluation and testing	N/A
Was the result/product/process modified respectively adapted after evaluation and testing?	N/A

Involved partners	All partners

No.	**18**
Result/Product title	Accreditation of ACTS Course
Result/Product description	ACTS courses will be accredited by Edexcel/BTEC or IMarEST, which is the leading provider of internationally recognised qualifications. Activities for development of this Result still didn't start; they are planed within WP7 Evaluations and Quality Assurance. Planed deadline for the result is 30-10-2015.
How does the Result/Product contribute to achieve the project objective/s	To seek validation from appropriate awarding and professional bodies.
Deviations from initial proposal or subsequent amendments, including reasons for change	None
Result/Product Type	Certification system (PRO7)
Target group(s) / potential beneficiaries	All partners
Target sector	Maritime professionals, students, VET students
Result/Product language/s	EN - English
Medium used	Text (TXT)
Availability date (dd-mm-yyyy)	30-10-2015
Number of copies (if applicable)	
Evaluation type and testing (if applicable)	N/A
Where, when and how the evaluation and testing were carried out (e.g. scope, method, tools, sample, etc.)?	N/A
Findings, conclusions and lessons of evaluation and testing	N/A
Was the result/product/process modified respectively adapted after evaluation and testing?	N/A
Involved partners	PRU

No.	**19**
Result/Product title	Dissemination Plan
Result/Product description	Dissemination Plan was produced in order to outline the guidelines, and responsibilities for eligible dissemination activities for the ACTS project. This document outlines which partners are legible to perform dissemination activities, which target groups they should address, agreed dissemination activates, individual partner responsibilities and dissemination reporting requirements. This document will ensure that all partners are fully aware of their responsibilities for dissemination in the ACTs project and will ensure standardised reporting which will reduce the management and administration burden of the Project and Dissemination Co-ordinators. This document also ensures that the correct Target Groups are addressed thus maximising the impact of the project dissemination activities.
How does the Result/Product contribute to achieve the project objective/s	Dissemination plan enables partners to plan ahead their responsibility on spreading the word about ACTs project at local, national, and international level.
Deviations from initial proposal or subsequent amendments, including reasons for change	None
Result/Product Type	Report (PR01)
Target group(s) / potential beneficiaries	All partners
Target sector	Maritime professionals, students, VET students, Education, Technical and vocational secondary education
Result/Product language/s	EN - English
Medium used	Text (TXT)
Availability date (dd-mm-yyyy)	30-12-2013
Number of copies (if applicable)	1
Evaluation type and testing (if applicable)	N/A
Where, when and how the evaluation and testing were carried out (e.g. scope, method, tools, sample, etc.)?	N/A
Findings, conclusions and lessons of evaluation and testing	N/A
Was the result/product/process modified respectively adapted after evaluation and testing?	N/A
Involved partners	C4FF with support from all partners

No.	**20**
Result/Product title	Project Brochure
Result/Product description	Professionally designed brochure template, leaflet and a logo have been developed. It is being used in major events when disseminating the project outcomes in the major conferences
How does the Result/Product contribute to achieve the project objective/s	Brochures, Leaflet as well as the logo gives clear information to the target groups on what the project product will be.
Deviations from initial proposal or subsequent amendments, including reasons for change	Project brochure is not printed yet. Until now the template is developed. The reason of delay is that project team concluded that much more effect will be to print the brochure after the course development. On that way the brochure can promote final product on better way. In that reason ACTs team develop the leaflet and newsletter to promote and disseminate the results and achivement of the project.
Result/Product Type	Publishing Resources (PR)
Target group(s) / potential beneficiaries	All project target groups
Target sector	Maritime professionals, students, VET students, Education, Technical and vocational secondary education
Result/Product language/s	EN - English HR - Croatian TR - Turkish SL - Slovenian BG - Bulgarian ES - Spanish
Medium used	Paper Brochures (BRC)
Availability date (dd-mm-yyyy)	28-02-2015
Number of copies (if applicable)	1000
Evaluation type and testing (if applicable)	
Where, when and how the evaluation and testing were carried out (e.g. scope, method, tools, sample, etc.)?	N/A
Findings, conclusions and lessons of evaluation and testing	N/A
Was the result/product/process modified respectively adapted after evaluation and testing?	N/A
Involved partners	C4FF with support from all partners

No.	**21**
Result/Product title	Newsletters
Result/Product description	Newsletters about the project aims and results for presentation at educational societies, conferences and international maritime education Journals.
How does the Result/Product contribute to achieve the project objective/s	For disseminating the project at various workshops, seminars and conferences. Activities for development of this Result started, they are planed within WP8-Dissemination. During project activities four newsletters are planed. Until Interim report two newsletters are finished. Planed deadline for the third newsletter is 31-03-2015 and for the last newsletter is 30-09-2015.
Deviations from initial proposal or subsequent amendments, including reasons for change	None
Result/Product Type	Publishing Resources (PR)
Target group(s) / potential beneficiaries	All project target groups
Target sector	Maritime professionals, students, VET students, Education, Technical and vocational secondary education
Result/Product language/s	EN - English HR - Croatian TR - Turkish SL - Slovenian BG - Bulgarian ES - Spanish
Medium used	Text (TXT)
Availability date (dd-mm-yyyy)	30-10-2015
Number of copies (if applicable)	4
Evaluation type and testing (if applicable)	N/A
Where, when and how the evaluation and testing were carried out (e.g. scope, method, tools, sample, etc.)?	N/A
Findings, conclusions and lessons of evaluation and testing	N/A
Was the result/product/process modified respectively adapted after evaluation and testing?	N/A
Involved partners	C4FF supported by all other partners

No.	**22**
Result/Product title	Exploitation and Sustainability Plan
Result/Product description	Exploitation and Sustainability plan includes all necessary actions for creating awareness at the European an International level. Activities for development of this Result still didn't start; they are planed within WP9-Exploitation and Sustainability. Planed deadline for the result is 28-02-2015.
How does the Result/Product contribute to achieve the project objective/s	The intention is to involve the target groups, institutions and stakeholders in the project during its lifetime and at the post funding stage, informing them of developments and results and working actively with stakeholders to produce a sustainable outcome. This will be followed by developing long term strategies for maintaining contact with target groups, institutions and stakeholders to promote and ensure the sustainability of the ACTs platform long after the lifetime of the project.
Deviations from initial proposal or subsequent amendments, including reasons for change	In the initial proposal, the planned deadline was January 2014. It was a simple typing mistake. The planned deadline is 28-02-2015 as the WP9 starts in December 2014.
Result/Product Type	Report (PR01)
Target group(s) / potential beneficiaries	All partners
Target sector	Maritime
Result/Product language/s	EN - English
Medium used	Text (TXT)
Availability date (dd-mm-yyyy)	28-02-2015
Number of copies (if applicable)	1
Evaluation type and testing (if applicable)	N/A
Where, when and how the evaluation and testing were carried out (e.g. scope, method, tools, sample, etc.)?	N/A
Findings, conclusions and lessons of evaluation and testing	N/A
Was the result/product/process modified respectively adapted after evaluation and testing?	N/A
Involved partners	Deliverable Co-ordinating Organisation: SPIN with support from all partners

No.	**23**
Result/Product title	Final Conference
Result/Product description	Conference at the end of the project funding period inviting all representatives from major social partners, operating companies and academic institutions specifically target representatives from the project target groups. Final conference is planned within WP9-Exploitation and Sustainability at the end of the project. Activities for development of this Result still didn't start officially but UoR gave big contribution until now that the final project conference report will be as a part within IAMU Conference 2015. It was agreed that Final conference will be in Opatija, Croatia, 07-10-2015.
How does the Result/Product contribute to achieve the project objective/s	Final conference will be organized in order to present new developed ACTs course and other project results. The final conference of ACTs project is planned as a part of the IAMU conference (International Association of Maritime Universities, http://iamu-edu.org/). IAMU conference meets the representatives (rectors, deans, vise deans, teachers, lectures, students) from over 60 Universities in the world.
Deviations from initial proposal or subsequent amendments, including reasons for change	N/A
Result/Product Type	Active conference organisations (EUC001b)
Target group(s) / potential beneficiaries	All target groups
Target sector	Maritime
Result/Product language/s	EN - English
Medium used	Event (EVENT)
Availability date (dd-mm-yyyy)	07-10-2015
Number of copies (if applicable)	
Evaluation type and testing (if applicable)	N/A
Where, when and how the evaluation and testing were carried out (e.g. scope, method, tools, sample, etc.)?	N/A
Findings, conclusions and lessons of evaluation and testing	N/A
Was the result/product/process modified respectively adapted after evaluation and testing?	N/A
Involved partners	Deliverable Co-ordinating Organisation: UoR with support from all partners

No.	**24**
Result/Product title	IPR Agreement
Result/Product description	It will include the necessary actions for creating awareness at a European and International levels. An IPR agreement between the partners will be based on existing arrangements in EGMDSS and MarTEL projects. Activities for development of this Result still didn't start; they are planed within WP9-Exploitation and Sustainability. Planed deadline for the result is 31-10-2015.
How does the Result/Product contribute to achieve the project objective/s	In long term, sustainability of the project will be provided by continuous operation of e-learning/assessment services and online course offering recognised by Edexel/BTEC and accredited by IMarEST or Nautical Institute.
Deviations from initial proposal or subsequent amendments, including reasons for change	N/A
Result/Product Type	Others (PR25)
Target group(s) / potential beneficiaries	All partners
Target sector	Maritime
Result/Product language/s	EN - English
Medium used	Text (TXT)
Availability date (dd-mm-yyyy)	31-10-2015
Number of copies (if applicable)	1
Evaluation type and testing (if applicable)	N/A
Where, when and how the evaluation and testing were carried out (e.g. scope, method, tools, sample, etc.)?	N/A
Findings, conclusions and lessons of evaluation and testing	N/A
Was the result/product/process modified respectively adapted after evaluation and testing?	N/A
Involved partners	C4FF with support from all partners

F.3.2. WORK PACKAGES

Please describe the progress of the working packages and related results.

Note: For completed results you do not need to fill in work package boxes, only the result boxes above.

Work package no.	1
Work package title	Project management
Actual start date (dd-mm-yyyy)	01-11-2013
Planned end date (dd-mm-yyyy)	31-10-2015
Package leader	UoR
Partners participating in the work package	UoR, C4FF, PRU, SPIN, NVNA, Sea Teach
Work package progress description	The WP1 aims are to manage the overall project in an efficient and effective way, to plan, monitor and ensure the smooth execution of project activities, to establish a Steering Committee, to review the financial regulations carefully and make sure it goes with the agreed plan, to report back to EU/NA on project progress, problems and deviations and to define internal and external evaluators that will assist in the quality assurance procedure. In the period of Interim report the ACTs project management the progress can be described as: Task 1.1 To organise project meetings and online conferences. During the 1st year of the project three partners meetings were organised: 1. Istanbul Turkey (November 2013), 2. Cala D`or, Majorca, Spain (June 2014) and 3. Varna, Bulgaria (October 2014). Also during this period several time online meeting/ conferences via skype are organised that involved all partners, or only few partners to discusses some specific points and issues. Task 1.2 To produce quarterly, interim and final progress reports to National Agency. The 3 quarterly reports are written during this period. Quarterly progress reports are produce at 3 monthly intervals by each partner in order to report their progress to project contractor and coordinator. The UoR summarize the work of the team and its results/outputs/deliverables. Task 1.3 To establish the Steering committee, which will oversee and provide guidance for the project progress. The Steering committee is established from internal and external members. The terms of reference, composition and frequency of the Steering Committee is drafted within the Quality assurance plan. Task 1.4 To develop a Delivery plan. The Delivery plan is developed in order to monitor and ensure that the project is keeping to schedule according to the work packages with deliverables. Task 1.5 To develop a Quality assurance plan. Quality Assurance Plan is developed in order to control the quality of the project activities, the internal procedure of deliverables quality assurance and to minimize the possibility of risks occurrence and to define mitigation strategies. Task 1.6 To develop a Shared Area. Shared Area provides very-well structured area to control the project results in very organised manner. Task 1.7 To develop a Project Website. The Website provides information about project, project aims, all results and outcomes of the project and it is updated on frequently bases.
Methodological/pedagogical framework (if applicable)	The project is managed on the principal of a Learning Organisation. The Delivery plan and Quality assurance plan are developed in order to assist the project manager and coordinator in the implementation of the project in the most

	effective and efficient way. The quality assurance plan is based on Total Quality Management (TQM) principals and takes advantage of the good practices from the ISO9000 procedural quality systems (9001/2/3/4).
Deviations from initial proposal or subsequent amendments, including change reasons	No deviations have revealed in WP1 Project management

Result to which this work package has contributed

Result No.	Result/Product title
1	Deliverable plan
2	Quality Assurance Plan
3	Quarterly Progress report
4	Interim report
5	Final report
6	Project web site
7	Project Shared Area

Work package no.	**2**
Work package title	Identification of training needs
Actual start date (dd-mm-yyyy)	01-12-2013
Planned end date (dd-mm-yyyy)	30-03-2014
Package leader	UoR
Partners participating in the work package	UoR, C4FF, PRU, SPIN, NVNA, SeaTeach
Work package progress description	WP2 Main objectives: To identify the training needs for each target group To develop questionnaire(s) to identify the knowledge gaps of target groups and to identify the deficiencies in the correct application of Colregs To run workshops in order to validate the results of questionnaires To produce a report on the training needs of target groups in each partner country To develop a knowledge base of collision and incidents reports In order to achieve mentioned scope, activities are divided in four tasks: TASK 2.1 Questionnaires TASK 2.2 Workshops TASK 2.3: Collection of accident and near-miss reports TASK 2.4: Analysis of the results Tasks in this WP are finished and this WP is closed.
Methodological/pedagogical framework (if applicable)	Both a qualitative and quantitative approach were used in conducting this WP. The methodology concerns the use of brain storming and analysis sessions, as well as review of accident and incident analyses and reports. It was ensured that accident reports are collected from different regions to take into account the local/cultural issues as well. UoR used accident reports from Partners, and carry out analysis; therefore the most critical rules can be emphasized in developing animations, training

	approaches and contents. All partners applied brain storming and DELPHI method on the workshop to identify the most critical aspects, as well as production of the most suitable information for the innovative accident based training methods. A database of all collisions and near-misses is kept, including knowledge from a review of literature on this matter, and the outcome of brain storming sessions. All databases are kept on the knowledge-base in a structured form, so that the partners have access to this information easily.
Deviations from initial proposal or subsequent amendments, including change reasons	This results delayed for two months. When the questionnaire was completed and aligned with partners, implementation of the questionnaire began. Questionnaire was conducted by all partners in their countries, and online at the project website. As the school holidays and test periods at universities in partner countries are different, it was decided to extend the time of the questionnaire so all target groups of respondents can participate in the questionnaire and thereby questionnaire results are more representative and high quality. Also, workshops were organized after a representative number of questionnaires were collected. In order to gain more professional participants (captains and ships officers), workshops were implemented in time that allowed the largest number of desired participants. A delay of two months in any way did not affect the course of the project activities, such of implementation improved project quality.

Result to which this work package has contributed

Result No.	Result/Product title
8	Extended Knowladge Base of Accident Reports
9	Report on Training Needs

Work package no.	**3**
Work package title	Methods and methodologies
Actual start date (dd-mm-yyyy)	01-12-2013
Planned end date (dd-mm-yyyy)	30-04-2014
Package leader	C4FF
Partners participating in the work package	UoR, C4FF, PRU, SPIN, NVNA, SeaTeach
Work package progress description	This WP serves 3 main objectives: To identify, adapt and/or develop appropriate methods and methodologies for the development of training course content, delivery and assessment. To identify the interactive pedagogical methods. To apply multimedia learning techniques in the development and delivery of training courses. Based on discussions on workshops and on experience of the partners which teach Rules it was decided which methods of developing and delivering the training tasks, as well as methods of assessment will be best to use. Partners decided that the best method for learning Rules is to use pre-prepared scenarios. Part of scenarios would be copy of real life collisions analysed in this project. It was decided to apply multimedia learning techniques in the development and delivery of training courses. Training course will be an online learning course, which will support self-learning. The course can be used to support blended learning, distance learning or classroom learning supported by Rule expert teacher.

	The final decision about method and methodologies was made by Steering Committee. The Steering Committee decided about methods/methodologies with due regards for the identified training needs and current tools for development and delivery of training modules. Tasks in this WP are finished and this WP is closed.
Methodological/pedagogical framework (if applicable)	This WP also concerned the development of a methodological and pedagogical framework for the whole project. However, both qualitative and quantitative methods are used and the strength(s) of each method was considered and its limitation(s) evaluated. The method selected uses the best parts of existing learning methods and assessment like M´aider (2009-11), e-learning and e-assessment platforms (prototyping techniques) and partners experience (lecturers with experience in this area) for transferring knowledge of the Rules.
Deviations from initial proposal or subsequent amendments, including change reasons	A report on Methods and Methodologies depended on results in WP2 - Identification of Training Needs which was delayed (explained in WP2 report). That is one of the reason for delay of WP3 and other reason is that partners decided to make external evaluation of WP3 which was done on 12th July 2014 at Plymouth. Delay of WP3 is minimal and did not effect the project implementation.

Result to which this work package has contributed

Result No.	Result/Product title
10	A report on Methods and Methodologies

Work package no.	**4**
Work package title	Development of Course Content
Actual start date (dd-mm-yyyy)	01-05-2014
Planned end date (dd-mm-yyyy)	28-02-2015
Package leader	NVNA
Partners participating in the work package	UoR, C4FF, PRU, SPIN, NVNA, SeaTeach
Work package progress description	This WP serves 5 main objectives: To design and develop training contents To develop a means of training material delivery To develop means of assessing training To apply software system for presentation of the learning material To discuss compatibility of an e-learning and e-assessment platform In this WP currently are prepared all scenarios which cover all COLREGs and are used as training material in paper form. Simulation and testing of prepared scenarios is conducting on NaviTransan Professional 5000 simulator installed on NVNA (Bulgarian partner). Completed simulated and recorded materials are sent to the Slovenian partner who uses them for preparing e-learning platform. After completions of simulation of all scenarios and after all scenarios are prepared as e-learning platform, an e-assessment platform will be developed.
Methodological/pedagogical framework (if applicable)	The intended methodological framework has been based on the UK's 'Rule of the Road' exercises already endorsed by well-respected national or international awarding, accrediting and licensing bodies, which will be transformed into scenarios and used for the development of content. Great experience of expert lecturers from all partners gave additional contribution to methodological/

	pedagological development of e-learning and e-assessment platform.
Deviations from initial proposal or subsequent amendments, including change reasons	None
Result to which this work package has contributed	

Result No.	Result/Product title
11	Actual COLREGs in all partner languages
12	New modular course with learning materials

Work package no.	**5**
Work package title	Learning platform
Actual start date (dd-mm-yyyy)	01-05-2014
Planned end date (dd-mm-yyyy)	30-07-2015
Package leader	SPIN
Partners participating in the work package	UoR, C4FF, PRU, SPIN, NVNA, SeaTeach
Work package progress description	The aims of this WP is to develop an e-learning platform of the delivery of learning materials for each training module and to develop and deliver an e-assessment platform and learning materials. Work package officially started with the discussion at 2nd partner meeting. The activities of this work package have been highly interwoven with the activities of WP4. During all WP4 activities SPIN has been evaluating the feasibility of transferring the modular course with learning materials into learning platform and particular evaluating the learning materials template. Considering the progress on WP 4 the structure of learning platform has been designed.
Methodological/pedagogical framework (if applicable)	Pedagogical framework is being adopted from WP4 while e-learning advantages and particularities have been considered. Methodologically the learning platform is still in the initial designing process where experience from other e-learning platforms developed by SPIN has been considered.
Deviations from initial proposal or subsequent amendments, including change reasons	None
Result to which this work package has contributed	

Result No.	Result/Product title
13	Integrated e-learning and e-assessment platform

Work package no.	**6**
Work package title	Translation
Actual start date (dd-mm-yyyy)	01-04-2015
Planned end date (dd-mm-yyyy)	30-07-2015
Package leader	SeaTeach
Partners participating in the work package	UoR, CFF, PRU, SPIN, NVNA, SeaTeach

Work package progress description	The work package 6 has not started yet.
Methodological/pedagogical framework (if applicable)	N/A
Deviations from initial proposal or subsequent amendments, including change reasons	N/A
Result to which this work package has contributed	

Result No.	Result/Product title
14	Full Translated ACTs Course

Work package no.	**7**
Work package title	Evaluations & Quality Assurance
Actual start date (dd-mm-yyyy)	01-02-2015
Planned end date (dd-mm-yyyy)	30-10-2015
Package leader	PRU
Partners participating in the work package	UoR, CFF, PRU, SPIN, NVNA, SeaTeach
Work package progress description	The work package 7 Evaluation & Quality Assurance did not start yet
Methodological/pedagogical framework (if applicable)	N/A
Deviations from initial proposal or subsequent amendments, including change reasons	N/A
Result to which this work package has contributed	

Result No.	Result/Product title
15	Full ACTs course after internal review and improvements
16	Full ACTs Course after 1st Piloting groups and improvements
17	Final of ACTS course after 2nd pilot groups and improvements
18	Accreditation of ACTS Course

Work package no.	**8**
Work package title	Dissemination
Actual start date (dd-mm-yyyy)	01-11-2013
Planned end date (dd-mm-yyyy)	30-10-2015
Package leader	C4FF
Partners participating in the work package	UoR, C4FF, PRU, SPIN, NVNA, SeaTeach
Work package progress description	The main aims of WP is to disseminate the project results to the target groups and wider audience, to raise awareness among the seafarers, shipping industry, social partners, educational and training providers and to develop dissemination plan. All partners participated in various dissemination activities and ensure that

	target groups took active roles in these activities (Task 8.1.). The project partners translated information about the project into their own national language for distribution to the target groups. One of the most efficient way to reach the maritime industry is web advertising (Task 8.2.). SPIN has extensive number of maritime users through its successful projects (E-GMDSS 2006-08 and E-GMDSS VET 2008-10) having some 30000 subscribers. The information about ACTs project were send to the subscribers. Task 8.3. was to produce newsletters, articles, technical papers on the project for presentation at learned societies, international maritime education Journals etc. Until now two newsletter are written, distributed and uploaded to project website and shared area. The newsletters are translated into partner's languages. Leaflet and logo were produced for dissemination purpose in different medias. A professionally designed brochure is developed (Task 8.4.) as template. The ACTs project is disseminated in some major maritime related conferences (Task 8.5.). C4FF presented at ACI conference, PRU at IMLA 22, 2014 Conference.
Methodological/pedagogical framework (if applicable)	Dissemination activities are taking place at local, national, European and international levels. The project will be presented at IMLA, IAMU and TRANSNAV Conference. The project is included on the MariFuture (www.marifuture.org) platform. Project progress was disseminated through news at MariFuture platform. A dissemination plan was produced to carry out the project activities smoothly as well as for ease reference of partners. C4FF is involved several national bodies such Nautical Institute of the UK and PRU is a member of Turkish Chamber of Shipping which was used extensively to disseminate the project outcomes.
Deviations from initial proposal or subsequent amendments, including change reasons	Deviations from initial proposal are planned conferences which were modified: 1. Instead of IMLA 15 (South Africa), participation on TRANSNAV conference 2. Instead of BRIDGE Conference - participation in House of Commons (UK Parliament) Also, the project brochure is not printed yet. Until now the template is developed. The reason of delay is that project team concluded that much more effect will be to print the brochure after the course development. On that way the brochure can promote final product on better way.

Result to which this work package has contributed

Result No.	Result/Product title
19	Dissemination Plan
20	Project Brochure
21	Newsletters

Work package no.	**9**
Work package title	Exploitation and Sustainability
Actual start date (dd-mm-yyyy)	01-12-2014
Planned end date (dd-mm-yyyy)	30-10-2015
Package leader	SPIN
Partners participating in the work package	UoR, CFF, PRU, SPIN, NVNA, SeaTeach
Work package progress description	The Work package 9 Exploitation and Sustainability has not started yet.

Methodological/pedagogical framework (if applicable)	N/A
Deviations from initial proposal or subsequent amendments, including change reasons	N/A

Result to which this work package has contributed

Result No.	Result/Product title
22	Exploitation and Sustainability Plan
23	Final Conference
24	IPR Agreement

G. DISSEMINATION AND EXPLOITATION OF RESULTS

Describe clearly and briefly the progress of the activities for the dissemination and exploitation of results.

No.	**1**
Activity description	Dissemination at MariFuture.org Platform
Activity start date (dd-mm-yyyy)	01-11-2013
Deviations from initial proposal or subsequent amendments, including change reasons	
Implementing partners' names	C4FF
Country	UK - UNITED KINGDOM
Region	UKG3 - West Midlands
City	Coventry
Targeted sectors	H50 - Water transport
Targeted groups	Teachers associations (ASC-TCH) Teachers, trainers and other staff involved in any aspect of lifelong learning (TCH University or higher education institution (tertiary level) (EDU-UNIV) Educational Institution (EIN)
Activity number of participants	90
Which institutions/organisations were targeted?	
Organisation type	University or higher education institution (tertiary level) (EDU-UNIV) VET providers associations (ASC-VET) Vocational training centre or organisation (EDU-VET) Other (OTH)
Why have these institutions been chosen, and what is their relevance towards the project objectives?	MariFuture is a European networking platform bringing industry and higher education together in order to create synergy and promote good practices. All MariFuture partners are relevant to project subject therefore the MariFuture platform was chosen to promote project aims, objectives and results.

No.	**2**
Activity description	Email informing about project aims and objective and introducing the questionnaire
Activity start date (dd-mm-yyyy)	01-11-2013

Deviations from initial proposal or subsequent amendments, including change reasons	
Implementing partners' names	UoR
Country	HR - CROATIA
Region	HR03 - Jadranska Hrvatska
City	Rijeka
Targeted sectors	H50 - Water transport P85 - Education P85.4 - Higher education
Targeted groups	Active adult education teacher (TCH-ADULT-ACTIVE) Higher Education Professors (TCH-PRF) SME (ENT-SME) Vocational training centre or organisation (EDU-VET)
Activity number of participants	300
Which institutions/organisations were targeted?	
Organisation type	General secondary school (EDU-SCHSec) SME (ENT-SME) University or higher education institution (tertiary level) (EDU-UNIV) Vocational training centre or organisation (EDU-VET) Other (OTH)
Why have these institutions been chosen, and what is their relevance towards the project objectives?	These institutions were chosen as the target group of the project and primary users of future project results. To investigate their opinion and level of understanding regarding the Colregs is one of the main objectives of the project.

No.	**3**
Activity description	Article on the Faculty of Maritime studies web page about EU approval of ACTs project
Activity start date (dd-mm-yyyy)	11-09-2013
Deviations from initial proposal or subsequent amendments, including change reasons	

Implementing partners' names	UoR
Country	HR - CROATIA
Region	HR03 - Jadranska Hrvatska
City	Rijeka
Targeted sectors	H50 - Water transport P85 - Education P85.32 - Technical and vocational secondary education P85.4 - Higher education P85.5 - Other education
Targeted groups	Adult education provider (EDU-ADLT) Adult education teacher (TCH-ADULT) SME (ENT-SME) Trainees (STD-TRNee) Vocational or technical secondary school (EDU-SCHVoc) Vocational training centre or organisation (EDU-VET)
Activity number of participants	28300
Which institutions/organisations were targeted?	
Organisation type	SME (ENT-SME) Vocational or technical secondary school (EDU-SCHVoc) Vocational training centre or organisation (EDU-VET) Other (OTH)
Why have these institutions been chosen, and what is their relevance towards the project objectives?	The Faculty of Maritime studies website targets the nautical market, students as well as other educational institution in Croatia. These institutions were chosen as the target group of the project and primary users of future project results.

No.	**4**
Activity description	Informing Local Network
Activity start date (dd-mm-yyyy)	01-11-2013

Deviations from initial proposal or subsequent amendments, including change reasons	
Implementing partners' names	SeaTeach
Country	ES - SPAIN
Region	ES53 - Illes Balears
City	Cala D'or
Targeted sectors	H50 - Water transport P85.53 - Driving school activities P85.5 - Other education
Targeted groups	Adult education teacher (TCH-ADULT) Company training department (EDU-COMP) SME (ENT-SME) Trainees (STD-TRNee) Vocational training centre or organisation (EDU-VET)
Activity number of participants	20
Which institutions/organisations were targeted?	
Organisation type	SME (ENT-SME) Vocational training centre or organisation (EDU-VET) Other (OTH)
Why have these institutions been chosen, and what is their relevance towards the project objectives?	Sea Teach has a very active local network of professionals involved in maritime practice and tuition, who have great interest in the projects objectives and the envisaged results.

No.	**5**
Activity description	In-House Briefing
Activity start date (dd-mm-yyyy)	01-11-2013
Deviations from initial proposal or subsequent amendments, including change reasons	
Implementing partners' names	SeaTeach
Country	ES - SPAIN

Region	ES53 - Illes Balears
City	Cala D'or
Targeted sectors	H50 - Water transport P85.53 - Driving school activities P85.59 - Other education n.e.c.
Targeted groups	Adult education teacher (TCH-ADULT) Vocational training centre or organisation (EDU-VET)
Activity number of participants	6
Which institutions/organisations were targeted?	
Organisation type	SME (ENT-SME) Vocational training centre or organisation (EDU-VET)
Why have these institutions been chosen, and what is their relevance towards the project objectives?	Sea Teach personnel have been made aware of the project. They will contribute to the work of the project and aid to reach the objectives and fulfill all tasks.

No.	**6**
Activity description	Article on the Faculty of Maritime studies web page about First partner meeting
Activity start date (dd-mm-yyyy)	28-11-2013
Deviations from initial proposal or subsequent amendments, including change reasons	
Implementing partners' names	UoR
Country	HR - CROATIA
Region	HR03 - Jadranska Hrvatska
City	Rijeka
Targeted sectors	H50 - Water transport P85 - Education P85.32 - Technical and vocational secondary education
Targeted groups	Adult education provider (EDU-ADLT)

	Adult education teacher (TCH-ADULT) SME (ENT-SME) Trainees (STD-TRNee)
Activity number of participants	31200
Which institutions/organisations were targeted?	
Organisation type	SME (ENT-SME) University or higher education institution (tertiary level) (EDU-UNIV) Vocational or technical secondary school (EDU-SCHVoc) Vocational training centre or organisation (EDU-VET) Other (OTH)
Why have these institutions been chosen, and what is their relevance towards the project objectives?	The Faculty of Maritime studies website targets the nautical market, students as well as other educational institution in Croatia. These institutions were chosen as the target group of the project and primary users of future project results.

No.	**7**
Activity description	Radio interview –Radio Rijeka
Activity start date (dd-mm-yyyy)	06-12-2013
Deviations from initial proposal or subsequent amendments, including change reasons	
Implementing partners' names	UoR
Country	HR - CROATIA
Region	HR03 - Jadranska Hrvatska
City	Rijeka
Targeted sectors	H50 - Water transport P85 - Education P85.4 - Higher education P85.32 - Technical and vocational secondary education
Targeted groups	Adult education provider (EDU-ADLT)

	SME (ENT-SME) Trainees (STD-TRNee) Vocational or technical secondary school (EDU-SCHVoc) Vocational training centre or organisation (EDU-VET)
Activity number of participants	12500
Which institutions/organisations were targeted?	
Organisation type	General secondary school (EDU-SCHSec) SME (ENT-SME) University or higher education institution (tertiary level) (EDU-UNIV) Vocational or technical secondary school (EDU-SCHVoc) Other (OTH)
Why have these institutions been chosen, and what is their relevance towards the project objectives?	Radio Rijeka (public station) was chosen because it emits in the area where work many shipping companies, Crewing Agencies , Marines, and other project stakeholders.

No.	**8**
Activity description	Radio interview – Radio Rijeka
Activity start date (dd-mm-yyyy)	11-12-2013
Deviations from initial proposal or subsequent amendments, including change reasons	
Implementing partners' names	UoR
Country	HR - CROATIA
Region	HR03 - Jadranska Hrvatska
City	Rijeka
Targeted sectors	H50 - Water transport P85 - Education P85.4 - Higher education P85.32 - Technical and vocational secondary education

Targeted groups	Adult education provider (EDU-ADLT) Higher Education Professors (TCH-PRF) SME (ENT-SME) Trainees (STD-TRNee) Vocational training centre or organisation (EDU-VET)
Activity number of participants	12500
Which institutions/organisations were targeted?	
Organisation type	General secondary school (EDU-SCHSec) SME (ENT-SME) University or higher education institution (tertiary level) (EDU-UNIV) Vocational training centre or organisation (EDU-VET) Other (OTH)
Why have these institutions been chosen, and what is their relevance towards the project objectives?	Radio Rijeka (public station) was chosen because it emits in the area where work many shipping companies, Crewing Agencies , Marines, and other project stakeholders.

No.	**9**
Activity description	Project listing at company's website
Activity start date (dd-mm-yyyy)	01-02-2014
Deviations from initial proposal or subsequent amendments, including change reasons	
Implementing partners' names	Spinaker
Country	SI - SLOVENIA
Region	SI017 - Jugovzhodna Slovenija
City	Portorož
Targeted sectors	P85.5 - Other education
Targeted groups	Adult learners (STD-ADL) Individuals (IND)

Activity number of participants	7000
Which institutions/organisations were targeted?	
Organisation type	Adult education provider (EDU-ADLT)
Why have these institutions been chosen, and what is their relevance towards the project objectives?	N/A

No.	**10**
Activity description	Sea Teach Website
Activity start date (dd-mm-yyyy)	01-02-2014
Deviations from initial proposal or subsequent amendments, including change reasons	
Implementing partners' names	SeaTeach
Country	ES - SPAIN
Region	ES53 - Illes Balears
City	Cala D'or
Targeted sectors	H50 - Water transport P85.53 - Driving school activities P85.59 - Other education n.e.c.
Targeted groups	Adult education teacher (TCH-ADULT) Adult learners (STD-ADL) SME (ENT-SME) Trainees (STD-TRNee)
Activity number of participants	1000
Which institutions/organisations were targeted?	
Organisation type	SME (ENT-SME) Vocational training centre or organisation (EDU-VET) Other (OTH)

Why have these institutions been chosen, and what is their relevance towards the project objectives?	The Sea Teach website targets the nautical market for Sea School and charter activity as well as educational institution with regard to Sea Teach's involvement in Lifelong Learning projects.

No.	**11**
Activity description	Newsletter to 42000 egmdss.com registered users and 7000 spinaker.si newsletter subscribers with an invitation to fill out the questionnaires (WP2)
Activity start date (dd-mm-yyyy)	03-02-2014
Deviations from initial proposal or subsequent amendments, including change reasons	
Implementing partners' names	Spinaker
Country	SI - SLOVENIA
Region	SI012 - Podravska
City	Portorož
Targeted sectors	H50 - Water transport P85.32 - Technical and vocational secondary education P85.41 - Post-secondary non-tertiary education P85.42 - Tertiary education P85.5 - Other education P85.6 - Educational support activities
Targeted groups	Adult education provider (EDU-ADLT) Adult education teacher (TCH-ADULT) Adult learners (STD-ADL) Company training department (EDU-COMP) Individuals (IND) Pupils, students, trainees and adult learners (STD) Teachers, trainers and other staff involved in any aspect of lifelong learning (TCH University or higher education institution (tertiary level) (EDU-UNIV) Vocational training centre or organisation (EDU-VET)
Activity number of participants	49000

Which institutions/organisations were targeted?	
Organisation type	Adult education provider (EDU-ADLT) Company training department (EDU-COMP) Enterprise large (> 500 employees) (ENT-LARGE) Enterprises, social partners and their organisations at all levels, including trade o Non-university higher education (EDU-HE) Public authority (regional) (PUB-REG) University or higher education institution (tertiary level) (EDU-UNIV) Vocational training centre or organisation (EDU-VET) Other (OTH)
Why have these institutions been chosen, and what is their relevance towards the project objectives?	These institutions are the potential users of final project's product.

No.	**12**
Activity description	Workshop
Activity start date (dd-mm-yyyy)	10-02-2014
Deviations from initial proposal or subsequent amendments, including change reasons	
Implementing partners' names	Spinaker
Country	SI - SLOVENIA
Region	SI017 - Jugovzhodna Slovenija
City	Portorož
Targeted sectors	H50 - Water transport P85.32 - Technical and vocational secondary education P85.41 - Post-secondary non-tertiary education P85.42 - Tertiary education P85.59 - Other education n.e.c.
Targeted groups	Adult learners (STD-ADL)

	Individuals (IND) Pupils, students, trainees and adult learners (STD)
Activity number of participants	19
Which institutions/organisations were targeted?	
Organisation type	Adult education provider (EDU-ADLT) Other (OTH)
Why have these institutions been chosen, and what is their relevance towards the project objectives?	These institutions are the potential users of final project's product.

No.	**13**
Activity description	Dissemination of questionnaire on COLREG
Activity start date (dd-mm-yyyy)	10-02-2014
Deviations from initial proposal or subsequent amendments, including change reasons	
Implementing partners' names	NVNA
Country	BG - BULGARIA
Region	BG33 - Severoiztochen
City	Varna
Targeted sectors	H50 - Water transport P85 - Education P85.4 - Higher education
Targeted groups	Educational Institution (EIN) Higher Education Professors (TCH-PRF) Individuals (IND) Pupils, students, trainees and adult learners (STD) Teachers, trainers and other staff involved in any aspect of lifelong learning (TCH Trainees (STD-TRNee)

	University or higher education institution (tertiary level) (EDU-UNIV)
Activity number of participants	61
Which institutions/organisations were targeted?	
Organisation type	Company (services) (ENT-COMPSer) Non-university higher education (EDU-HE) Public authority (national) (PUB-NAT) Public authority (local) (PUB-LOC) Public company (PUB-COMP) University or higher education institution (tertiary level) (EDU-UNIV) Other (OTH)
Why have these institutions been chosen, and what is their relevance towards the project objectives?	The institutions and personalities are chosen for their professional activities closely related to COLREGs implementation.

No.	**14**
Activity description	Email informing about project aims and objective and introducing the questionnaire
Activity start date (dd-mm-yyyy)	24-02-2014
Deviations from initial proposal or subsequent amendments, including change reasons	
Implementing partners' names	SeaTeach
Country	ES - SPAIN
Region	ES53 - Illes Balears
City	Cala D'or
Targeted sectors	H50 - Water transport P85.53 - Driving school activities P85.59 - Other education n.e.c.
Targeted groups	Adult education provider (EDU-ADLT) Adult education teacher (TCH-ADULT)

	Higher Education Professors (TCH-PRF) SME (ENT-SME) Trainees (STD-TRNee) Vocational or technical secondary school (EDU-SCHVoc) Vocational training centre or organisation (EDU-VET)
Activity number of participants	132
Which institutions/organisations were targeted?	
Organisation type	General secondary school (EDU-SCHSec) SME (ENT-SME) University or higher education institution (tertiary level) (EDU-UNIV) Vocational or technical secondary school (EDU-SCHVoc) Vocational training centre or organisation (EDU-VET) Other (OTH)
Why have these institutions been chosen, and what is their relevance towards the project objectives?	These institutions were chosen as the target group of the project and primary users of future project results. To investigate their opinion and level of understanding regarding the ColRegs is one of the main objectives of the project.

No.	**15**
Activity description	Publishing Project and questionnaire in Spanish Maritime Forums
Activity start date (dd-mm-yyyy)	25-02-2014
Deviations from initial proposal or subsequent amendments, including change reasons	
Implementing partners' names	SeaTeach
Country	ES - SPAIN
Region	ES53 - Illes Balears
City	Cala D'or
Targeted sectors	H50 - Water transport P85.53 - Driving school activities P85.5 - Other education

Targeted groups	Active adult education teacher (TCH-ADULT-ACTIVE) Adult learners (STD-ADL) Individuals (IND) SME (ENT-SME) Teachers, trainers and other staff involved in any aspect of lifelong learning (TCH Trainees (STD-TRNee) Vocational training centre or organisation (EDU-VET)
Activity number of participants	1400
Which institutions/organisations were targeted?	
Organisation type	Other (OTH)
Why have these institutions been chosen, and what is their relevance towards the project objectives?	Sea Teach has targeted the wider Spanish Maritime community in order to receive further feedback to the questionnaire and the projects aims and objectives.

No.	**16**
Activity description	Using questionnaire as a knowledge assessment activity at University of Ljubljana
Activity start date (dd-mm-yyyy)	27-03-2014
Deviations from initial proposal or subsequent amendments, including change reasons	
Implementing partners' names	Spinaker
Country	SI - SLOVENIA
Region	SI021 - Osrednjeslovenska
City	Ljubljana
Targeted sectors	P85.42 - Tertiary education
Targeted groups	Higher Education Professors (TCH-PRF) Pupils, students, trainees and adult learners (STD) Teachers, trainers and other staff involved in any aspect of lifelong learning (TCH

	University or higher education institution (tertiary level) (EDU-UNIV)
Activity number of participants	25
Which institutions/organisations were targeted?	
Organisation type	University or higher education institution (tertiary level) (EDU-UNIV)
Why have these institutions been chosen, and what is their relevance towards the project objectives?	University of Ljubljana is the potential users of final project's product.

No.	**17**
Activity description	Project presentation on the meeting in Croatian Academy of sciences and arts (HAZU)
Activity start date (dd-mm-yyyy)	28-03-2014
Deviations from initial proposal or subsequent amendments, including change reasons	
Implementing partners' names	UoR
Country	HR - CROATIA
Region	HR01 - Sjeverozapadna Hrvatska
City	Zagreb
Targeted sectors	H50 - Water transport M74 - Other professional, scientific and technical activities P85 - Education
Targeted groups	Association of universities (ASC-UNIV) Associations working in the field of lifelong learning, including students', trainees Educational Institution (EIN) Public authority (national) (PUB-NAT) Public company (PUB-COMP) SME (ENT-SME) University or higher education institution (tertiary level) (EDU-UNIV) Vocational training centre or organisation (EDU-VET)

Activity number of participants	30
Which institutions/organisations were targeted?	
Organisation type	Association of professors and researchers (ASC-RES) HE research centres (RES-HE) Public authority (regional) (PUB-REG) Public company (PUB-COMP) SME (ENT-SME) University or higher education institution (tertiary level) (EDU-UNIV) Other (OTH)
Why have these institutions been chosen, and what is their relevance towards the project objectives?	These institutions were chosen in order to introduce them with project activities, with questionnaire and in order to provide the implementation of the questionnaire on their institutions. Also, they were introduced with future project activities as well as with their function in future project activities (results analyses, testing of learning materials and dissemination of project results).

No.	**18**
Activity description	ACTs Questionnaire Validation Workshop
Activity start date (dd-mm-yyyy)	04-04-2014
Deviations from initial proposal or subsequent amendments, including change reasons	
Implementing partners' names	UoR
Country	HR - CROATIA
Region	HR03 - Jadranska Hrvatska
City	Rijeka
Targeted sectors	H50 - Water transport M74 - Other professional, scientific and technical activities P85 - Education P85.4 - Higher education
Targeted groups	Adult education teacher (TCH-ADULT)

	Adult learners (STD-ADL) Bodies providing guidance, counselling and information services relating to any a Body providing guidance and information on Lifelong Learning (CONS-INF) Educational Institution (EIN) Higher Education Professors (TCH-PRF) Research centres and bodies (RES) Vocational or technical secondary school (EDU-SCHVoc) Vocational training centre or organisation (EDU-VET)
Activity number of participants	42
Which institutions/organisations were targeted?	
Organisation type	Associations working in the field of lifelong learning, including students', trainees Body providing guidance and information on Lifelong Learning (CONS-INF) Institution for in-service teacher training (EDU-InISrvTr) Institutions or organisations providing learning opportunities within the context o Vocational or technical secondary school (EDU-SCHVoc)
Why have these institutions been chosen, and what is their relevance towards the project objectives?	Most of the participants of the workshop were from maritime companies' services and respective bodies, captains, senior cadets, oceangoing officers and seafarers with long working experiences, the higher educational institutions, i.e. the active teaching members of the respective maritime faculty and higher vocational school of the University providing guidance and information. The aim of the workshop was to present the results of the questionnaire and conduct a debate which will critically analyze the results of questionnaire and provide proposals for learning methodology of the Rules for Preventing Collisions at Sea in the future.

No.	**19**
Activity description	E-mail informing about project workshop
Activity start date (dd-mm-yyyy)	07-04-2014
Deviations from initial proposal or subsequent amendments, including change reasons	
Implementing partners' names	SeaTeach
Country	ES - SPAIN

Region	ES53 - Illes Balears
City	Cala D'or
Targeted sectors	H50 - Water transport P85.53 - Driving school activities P85.59 - Other education n.e.c.
Targeted groups	Active adult education teacher (TCH-ADULT-ACTIVE) Adult learners (STD-ADL) Individuals (IND) SME (ENT-SME) Teachers, trainers and other staff involved in any aspect of lifelong learning (TCH Trainees (STD-TRNee) Vocational training centre or organisation (EDU-VET)
Activity number of participants	132
Which institutions/organisations were targeted?	
Organisation type	General secondary school (EDU-SCHSec) SME (ENT-SME) University or higher education institution (tertiary level) (EDU-UNIV) Vocational or technical secondary school (EDU-SCHVoc) Vocational training centre or organisation (EDU-VET) Other (OTH)
Why have these institutions been chosen, and what is their relevance towards the project objectives?	These institutions were chosen as the target group of the project and primary users of future project results. To investigate their opinion and level of understanding regarding the ColRegs is one of the main objectives of the project.

No.	**20**
Activity description	Web article about ACTs Questionnaire Validation Workshop on the Faculty of Maritime studies Rijeka web site
Activity start date (dd-mm-yyyy)	09-04-2014

Deviations from initial proposal or subsequent amendments, including change reasons	
Implementing partners' names	UoR
Country	HR - CROATIA
Region	HR03 - Jadranska Hrvatska
City	Rijeka
Targeted sectors	H50 - Water transport P85 - Education P85.32 - Technical and vocational secondary education P85.5 - Other education
Targeted groups	Adult learners (STD-ADL) Centre for vocational guidance and counselling (CONS-GUID) Educational Institution (EIN) Individuals (IND) Pupils, students, trainees and adult learners (STD) Teachers, trainers and other staff involved in any aspect of lifelong learning (TCH University or higher education institution (tertiary level) (EDU-UNIV)
Activity number of participants	25000
Which institutions/organisations were targeted?	
Organisation type	Adult education provider (EDU-ADLT) Research centres and bodies (RES) SME (ENT-SME) University or higher education institution (tertiary level) (EDU-UNIV) VET providers associations (ASC-VET) Other (OTH)

Why have these institutions been chosen, and what is their relevance towards the project objectives?	The Faculty of Maritime studies website targets the nautical market, students as well as other educational institution in Croatia. These institutions were chosen as the target group of the project and primary users of future project results.

No.	**21**
Activity description	Radio interview - Radio Rijeka
Activity start date (dd-mm-yyyy)	11-04-2014
Deviations from initial proposal or subsequent amendments, including change reasons	
Implementing partners' names	UoR
Country	HR - CROATIA
Region	HR03 - Jadranska Hrvatska
City	Rijeka
Targeted sectors	H50 - Water transport P85 - Education P85.5 - Other education
Targeted groups	Adult education provider (EDU-ADLT) Individuals (IND) SME (ENT-SME) Vocational training centre or organisation (EDU-VET)
Activity number of participants	12500
Which institutions/organisations were targeted?	
Organisation type	General secondary school (EDU-SCHSec) SME (ENT-SME) University or higher education institution (tertiary level) (EDU-UNIV) Vocational training centre or organisation (EDU-VET) Other (OTH)
Why have these institutions been chosen, and what is their relevance towards the project objectives?	Radio Rijeka (public station) was chosen because it emits in the area where work many shipping companies, Crewing Agencies , Marines, and other project stakeholders.

No.	**22**
Activity description	Workshop
Activity start date (dd-mm-yyyy)	28-04-2014
Deviations from initial proposal or subsequent amendments, including change reasons	
Implementing partners' names	NVNA
Country	BG - BULGARIA
Region	BG33 - Severoiztochen
City	Varna
Targeted sectors	H50 - Water transport P85 - Education P85.4 - Higher education
Targeted groups	Educational Institution (EIN) Higher Education Professors (TCH-PRF) Individuals (IND) Pupils, students, trainees and adult learners (STD) Teachers, trainers and other staff involved in any aspect of lifelong learning (TCH Trainees (STD-TRNee) University or higher education institution (tertiary level) (EDU-UNIV)
Activity number of participants	16
Which institutions/organisations were targeted?	
Organisation type	Company (services) (ENT-COMPSer) Non-university higher education (EDU-HE) Public authority (national) (PUB-NAT) Public company (PUB-COMP) University or higher education institution (tertiary level) (EDU-UNIV) Other (OTH)

Why have these institutions been chosen, and what is their relevance towards the project objectives?	The institutions and personalities are chosen for their professional activities closely related to Colregs implementation.

No.	**23**
Activity description	Article in CMA Ships News report
Activity start date (dd-mm-yyyy)	15-05-2014
Deviations from initial proposal or subsequent amendments, including change reasons	
Implementing partners' names	UoR
Country	HR - CROATIA
Region	HR03 - Jadranska Hrvatska
City	Rijeka
Targeted sectors	H50 - Water transport
Targeted groups	Educational Institution (EIN) Enterprises, social partners and their organisations at all levels, including trade o Individuals (IND) Public authority (regional) (PUB-REG) Public company (PUB-COMP) SME (ENT-SME)
Activity number of participants	1400
Which institutions/organisations were targeted?	
Organisation type	Company (services) (ENT-COMPSer) Public authority (regional) (PUB-REG) Public company (PUB-COMP) Research centres and bodies (RES) SME (ENT-SME) Other (OTH)

Why have these institutions been chosen, and what is their relevance towards the project objectives?	Shipping company CMA-CMG was chosen for fulfilling the questionnaire by captains and officers on their ships, biggest container ships in the world. Mentioned company has a lot of captains and officers from Croatia, and crewing management department is located in Rijeka.

No.	**24**
Activity description	Publishing an Article in Nautilus Telegraph
Activity start date (dd-mm-yyyy)	01-02-2014
Deviations from initial proposal or subsequent amendments, including change reasons	
Implementing partners' names	C4FF
Country	UK - UNITED KINGDOM
Region	UKI1 - Inner London
City	London
Targeted sectors	H50 - Water transport
Targeted groups	Adult education provider (EDU-ADLT) Higher Education Professors (TCH-PRF) SME (ENT-SME) Trainees (STD-TRNee) Vocational or technical secondary school (EDU-SCHVoc) Vocational training centre or organisation (EDU-VET)
Activity number of participants	18000
Which institutions/organisations were targeted?	
Organisation type	Adult education provider (EDU-ADLT) SME (ENT-SME) Trainees associations (ASC-TRNee) Vocational or technical secondary school (EDU-SCHVoc) Vocational training centre or organisation (EDU-VET)

Why have these institutions been chosen, and what is their relevance towards the project objectives?	They are linked to project target groups whose contributions were needed for the questionnaire and workshop.

No.	**25**
Activity description	Dissemination in Genoa, Italy
Activity start date (dd-mm-yyyy)	10-02-2014
Deviations from initial proposal or subsequent amendments, including change reasons	
Implementing partners' names	C4FF
Country	IT - ITALY
Region	ITC3 - Liguria
City	Genoa
Targeted sectors	H50 - Water transport
Targeted groups	Individuals (IND) Public authority (regional) (PUB-REG) Public company (PUB-COMP) SME (ENT-SME) University or higher education institution (tertiary level) (EDU-UNIV) Educational Institution (EIN)
Activity number of participants	60
Which institutions/organisations were targeted?	
Organisation type	Other (OTH)
Why have these institutions been chosen, and what is their relevance towards the project objectives?	The event was attended by a large number of ship operators, decision makers and education and training providers who would be the target group interested to support the development and eventually use of the ACTS final products including e-learning course for improving the training of crew and seafarers.

No.	**26**
Activity description	Dissemination at ACI conference
Activity start date (dd-mm-yyyy)	26-03-2014
Deviations from initial proposal or subsequent amendments, including change reasons	

Implementing partners' names	C4FF
Country	UK - UNITED KINGDOM
Region	UKI1 - Inner London
City	London
Targeted sectors	H50 - Water transport
Targeted groups	Individuals (IND) SME (ENT-SME) University or higher education institution (tertiary level) (EDU-UNIV) Educational Institution (EIN)
Activity number of participants	40
Which institutions/organisations were targeted?	
Organisation type	Other (OTH)
Why have these institutions been chosen, and what is their relevance towards the project objectives?	The event was focussed around training and ICT in the shipping industry. The event has a varied audience directly in-line with the project's target groups i.e. ship operators/shipping companies, education and training providers, decision makers, human element specialists who would be interested to support the development and eventually use the ACTS final products including e-learning course for improving the training of crew and seafarers, as well as support and contribute to the project methods and methodologies. The shipping companies are always looking to improve the standard of crew and incorporate innovative training programmes into training systems.

No.	**27**
Activity description	ACTs Workshop in Warsash Maritime Academy
Activity start date (dd-mm-yyyy)	07-04-2014
Deviations from initial proposal or subsequent amendments, including change reasons	
Implementing partners' names	C4FF
Country	UK - UNITED KINGDOM
Region	UKJ3 - Hampshire and Isle of Wight
City	Southampton
Targeted sectors	H50 - Water transport

Targeted groups	Teachers associations (ASC-TCH) Teachers, trainers and other staff involved in any aspect of lifelong learning (TCH University or higher education institution (tertiary level) (EDU-UNIV) Educational Institution (EIN) Vocational training centre or organisation (EDU-VET)
Activity number of participants	13
Which institutions/organisations were targeted?	
Organisation type	University or higher education institution (tertiary level) (EDU-UNIV) VET providers associations (ASC-VET) Vocational training centre or organisation (EDU-VET) Other (OTH)
Why have these institutions been chosen, and what is their relevance towards the project objectives?	The project questionnaire results concerning Colregs rules needed to be discussed with the experts in the field as well as the professionals working at sea in the maritime sector. The ones that were invited to this workshop were experts on the subject as well as those who still work at sea. The workshop in fact was part of the project task to validate the results of the questionnaire however we used this opportunity to disseminate the project aims and objectives to the target group.

No.	**28**
Activity description	2nd Workshop Plymouth University
Activity start date (dd-mm-yyyy)	12-07-2014
Deviations from initial proposal or subsequent amendments, including change reasons	
Implementing partners' names	C4FF
Country	UK - UNITED KINGDOM
Region	UKK4 - Devon
City	Plymouth
Targeted sectors	H50 - Water transport
Targeted groups	Teachers associations (ASC-TCH) Teachers, trainers and other staff involved in any aspect of lifelong learning (TCH

	University or higher education institution (tertiary level) (EDU-UNIV) Educational Institution (EIN)
Activity number of participants	30
Which institutions/organisations were targeted?	
Organisation type	University or higher education institution (tertiary level) (EDU-UNIV) VET providers associations (ASC-VET) Vocational training centre or organisation (EDU-VET) Other (OTH)
Why have these institutions been chosen, and what is their relevance towards the project objectives?	The event was attended by a large number of education and training providers who would be the target group interested to support the development and eventually use of the ACTS final products including e-learning course for improving the training of crew and seafarers .The institution was chosen to make sure that the methodology was correct which was also enhanced by extra workshop using Rule 15 for demonstration.

No.	**29**
Activity description	Disseminating Projects Aims and Objectives at European Maritime Day in Bremen/Germany
Activity start date (dd-mm-yyyy)	19-05-2014
Deviations from initial proposal or subsequent amendments, including change reasons	
Implementing partners' names	SeaTeach
Country	DE - GERMANY
Region	DE5 - BREMEN
City	Bremen
Targeted sectors	H50 - Water transport P85.53 - Driving school activities P85.5 - Other education
Targeted groups	Adult education teacher (TCH-ADULT) Adult learners (STD-ADL) Individuals (IND)

	SME (ENT-SME)
	Teachers, trainers and other staff involved in any aspect of lifelong learning (TCH
	Trainees (STD-TRNee)
	Vocational training centre or organisation (EDU-VET)
Activity number of participants	20
Which institutions/organisations were targeted?	
Organisation type	Other (OTH)
Why have these institutions been chosen, and what is their relevance towards the project objectives?	Sea Teach has targeted these individuals and stakeholders in order to find a wider audience for the ACTs project and to deepen its impact.

No.	**30**
Activity description	Dissemination through the University Twitter Account (1st ACTs Partner Meeting)
Activity start date (dd-mm-yyyy)	21-11-2013
Deviations from initial proposal or subsequent amendments, including change reasons	
Implementing partners' names	PRU
Country	TR - TURKEY
Region	TR4 - DOGU MARMARA
City	Istanbul
Targeted sectors	J58 - Publishing activities
	J59 - Motion picture, video and television programme production, sound recordin
	M72 - Scientific research and development
	M74 - Other professional, scientific and technical activities
	P85 - Education
	P85.32 - Technical and vocational secondary education
	P85.4 - Higher education
Targeted groups	Active adult education teacher (TCH-ADULT-ACTIVE)

	Adult learners (STD-ADL)
	Association of professors and researchers (ASC-RES)
	Associations working in the field of lifelong learning, including students', trainees
	Bodies providing guidance, counselling and information services relating to any a
	Centre for vocational guidance and counselling (CONS-GUID)
	Educational Institution (EIN)
	Higher Education Professors (TCH-PRF)
	Institutions or organisations providing learning opportunities within the context o
	Language teachers (TCH-LANG)
	Non profit / Non governmental organisation (NFP-NGO)
	Non-university higher education (EDU-HE)
	Private research centres (RES-PRV)
	Public authority (regional) (PUB-REG)
	Pupils, students, trainees and adult learners (STD)
	Research centres and bodies (RES)
	Vocational training centre or organisation (EDU-VET)
Activity number of participants	45
Which institutions/organisations were targeted?	
Organisation type	Body providing guidance and information on Lifelong Learning (CONS-INF)
	Company (services) (ENT-COMPSer)
	Enterprise large (> 500 employees) (ENT-LARGE)
	HE research centres (RES-HE)
	Institution for in-service teacher training (EDU-InISrvTr)
	Non-university higher education (EDU-HE)
	Private research centres (RES-PRV)

	Public authority (regional) (PUB-REG) Research centres and bodies (RES) SME (ENT-SME) Vocational or technical secondary school (EDU-SCHVoc)
Why have these institutions been chosen, and what is their relevance towards the project objectives?	Through social network such as Twitter it is easy to disseminate the project to the wider community.

No.	**31**
Activity description	PiriReis University ACTs Questionnaire Validation Workshop
Activity start date (dd-mm-yyyy)	09-04-2014
Deviations from initial proposal or subsequent amendments, including change reasons	
Implementing partners' names	PRU
Country	TR - TURKEY
Region	TR4 - DOGU MARMARA
City	Tuzla
Targeted sectors	M74 - Other professional, scientific and technical activities P85 - Education
Targeted groups	Active adult education teacher (TCH-ADULT-ACTIVE) Adult learners (STD-ADL) Bodies providing guidance, counselling and information services relating to any a Centre for vocational guidance and counselling (CONS-GUID) Educational Institution (EIN) Institutions or organisations providing learning opportunities within the context o Research centres and bodies (RES) Vocational or technical secondary school (EDU-SCHVoc) Vocational training centre or organisation (EDU-VET)

Activity number of participants	13
Which institutions/organisations were targeted?	
Organisation type	Associations working in the field of lifelong learning, including students', trainees Body providing guidance and information on Lifelong Learning (CONS-INF) Institution for in-service teacher training (EDU-InISrvTr) Institutions or organisations providing learning opportunities within the context o Vocational or technical secondary school (EDU-SCHVoc)
Why have these institutions been chosen, and what is their relevance towards the project objectives?	As it is stated in general terms "A review of accidents has identified the need for the development of new skills and urgent review of COLREG. Studies indicate that many of the basic principles of collision avoidance are improperly applied or are often ignored or are due to deficiencies in maritime education and training of seafarers or disregard for current standards and regulations."- D2 Quality Assurance Plan, pp. (8-9/23) Most of the participants to the activity of workshop are from the higher educational institutions, i.e. the active teaching members of the respective maritime faculty and higher vocational school of the University which provides learning opportunities together with maritime companies' services and respective bodies providing guidance and information, all do support the improved Maritime Education and Training (MET) programmes, methods and systems for the seafarers educational curriculum. Hence, they do provide the improved ways of learning rules for avoiding collisions at the sea for students of the Maritime studies, as well as for increasing knowledge and understanding of the rules. Additionally, the selected captains, senior cadets are all qualified Oceangoing officers and seafarers. Their practical experience relevance to the use of Project aim contributed a lot.

No.	**32**
Activity description	Article in Turkish Shipping World Magazine
Activity start date (dd-mm-yyyy)	15-04-2014
Deviations from initial proposal or subsequent amendments, including change reasons	
Implementing partners' names	PRU
Country	TR - TURKEY
Region	TR4 - DOGU MARMARA
City	Istanbul
Targeted sectors	H50 - Water transport H52 - Warehousing and support activities for transportation J58 - Publishing activities

	M73 - Advertising and market research
	M74 - Other professional, scientific and technical activities
	P85 - Education
Targeted groups	Adult education provider (EDU-ADLT)
	Adult education teacher (TCH-ADULT)
	Adult learners (STD-ADL)
	Association of professors and researchers (ASC-RES)
	Bodies providing guidance, counselling and information services relating to any a
	CEO/Managing Director (LAB-CEO)
	Centre for vocational guidance and counselling (CONS-GUID)
	Individuals (IND)
	Non profit / Non governmental organisation (NFP-NGO)
	Public authority (regional) (PUB-REG)
	Public company (PUB-COMP)
	Research centres and bodies (RES)
	SME (ENT-SME)
	University or higher education institution (tertiary level) (EDU-UNIV)
	Vocational training centre or organisation (EDU-VET)
Activity number of participants	12000
Which institutions/organisations were targeted?	
Organisation type	Adult education provider (EDU-ADLT)
	Adult education providers associations (ASC-ADEdu)
	Bodies providing guidance, counselling and information services relating to any a
	Centre for vocational guidance and counselling (CONS-GUID)

	Company (services) (ENT-COMPSer) Institution for initial teacher training (EDU-InTTr) Non profit / Non governmental organisation (NFP-NGO) Public authority (regional) (PUB-REG) Public company (PUB-COMP) Research centres and bodies (RES) VET providers associations (ASC-VET) Vocational training centre or organisation (EDU-VET) Other (OTH)
Why have these institutions been chosen, and what is their relevance towards the project objectives?	Most of the above selected institutions , i.e. the Institutions providing learning opportunities ,universities of higher education , maritime Vocational higher schools together with maritime companies' services and respective bodies providing guidance and information, all do support the improved Maritime Education and Training (MET) programmes, methods and systems for the seafarers educational curriculum. Hence, they do provide the improved ways of learning rules for avoiding collisions at the sea for students of the Maritime studies, as well as for increasing knowledge and understanding of the rules.

No.	**33**
Activity description	Presentation on the use of COLREGs for Preventing Collisions at Sea. (Symposium on Maritime Accidents at Sea)
Activity start date (dd-mm-yyyy)	11-06-2014
Deviations from initial proposal or subsequent amendments, including change reasons	
Implementing partners' names	PRU
Country	TR - TURKEY
Region	TR4 - DOGU MARMARA
City	Istanbul
Targeted sectors	H50 - Water transport H49 - Land transport and transport via pipelines H52 - Warehousing and support activities for transportation J58 - Publishing activities

	M69 - Legal and accounting activities
	P85 - Education
Targeted groups	Bodies providing guidance, counselling and information services relating to any a
	Centre for vocational guidance and counselling (CONS-GUID)
	CEO/Managing Director (LAB-CEO)
	Company training department (EDU-COMP)
	Educational Institution (EIN)
	Enterprises, social partners and their organisations at all levels, including trade o
	Individuals (IND)
	Non profit / Non governmental organisation (NFP-NGO)
	Public authority (regional) (PUB-REG)
	Public company (PUB-COMP)
	SME (ENT-SME)
	University or higher education institution (tertiary level) (EDU-UNIV)
	VET providers associations (ASC-VET)
Activity number of participants	20
Which institutions/organisations were targeted?	
Organisation type	Bodies providing guidance, counselling and information services relating to any a
	Centre for vocational guidance and counselling (CONS-GUID)
	Company (services) (ENT-COMPSer)
	Enterprises, social partners and their organisations at all levels, including trade o
	Non profit / Non governmental organisation (NFP-NGO)
	Public research centres (not HE) (RES-PUB)
	SME (ENT-SME)

	University or higher education institution (tertiary level) (EDU-UNIV) VET providers associations (ASC-VET) Vocational training centre or organisation (EDU-VET) Other (OTH)
Why have these institutions been chosen, and what is their relevance towards the project objectives?	Most of the selected institutions, i.e. the Institutions providing learning opportunities, universities of higher education, maritime Vocational higher schools together with maritime companies' services and respective bodies providing guidance and information, all do support the improved Maritime Education and Training (MET) programmes, methods and systems for the seafarers educational curriculum. Hence, they do provide the improved ways of learning rules for avoiding collisions at the sea for students of the Maritime studies, as well as increasing knowledge and understanding of the rules.

No.	**34**
Activity description	Dissemination through the University Twitter Account (3rd ACTs Partner Meeting)
Activity start date (dd-mm-yyyy)	02-10-2014
Deviations from initial proposal or subsequent amendments, including change reasons	
Implementing partners' names	PRU
Country	BG - BULGARIA
Region	BG33 - Severoiztochen
City	Varna
Targeted sectors	J58 - Publishing activities M72 - Scientific research and development M74 - Other professional, scientific and technical activities P85 - Education P85.32 - Technical and vocational secondary education P85.4 - Higher education P85.6 - Educational support activities
Targeted groups	Adult learners (STD-ADL)

	Association of universities (ASC-UNIV)
	Associations working in the field of lifelong learning, including students', trainees
	Bodies providing guidance, counselling and information services relating to any a
	Centre for vocational guidance and counselling (CONS-GUID)
	Educational Institution (EIN)
	Institutions or organisations providing learning opportunities within the context o
	Non profit / Non governmental organisation (NFP-NGO)
	Public authority (regional) (PUB-REG)
	Pupils, students, trainees and adult learners (STD)
	Vocational or technical secondary school (EDU-SCHVoc)
	Vocational training centre or organisation (EDU-VET)
Activity number of participants	25
Which institutions/organisations were targeted?	
Organisation type	Associations working in the field of lifelong learning, including students', trainees
	Bodies providing guidance, counselling and information services relating to any a
	Company (services) (ENT-COMPSer)
	Enterprises, social partners and their organisations at all levels, including trade o
	HE research centres (RES-HE)
	Institution for in-service teacher training (EDU-InISrvTr)
	Institutions or organisations providing learning opportunities within the context o
	Non-university higher education (EDU-HE)
	Private research centres (RES-PRV)
	Public authority (regional) (PUB-REG)
	Vocational or technical secondary school (EDU-SCHVoc)

Why have these institutions been chosen, and what is their relevance towards the project objectives?	Through social network such as Twitter it is easy to disseminate the project to the wider community.

No.	**35**
Activity description	Article presented at IMLA 22, 2014 Conference (China)
Activity start date (dd-mm-yyyy)	10-10-2014
Deviations from initial proposal or subsequent amendments, including change reasons	
Implementing partners' names	PRU
Country	TR - TURKEY
Region	TR1 - ISTANBUL
City	Tuzla
Targeted sectors	H50 - Water transport J58 - Publishing activities M73 - Advertising and market research P85 - Education
Targeted groups	Adult education provider (EDU-ADLT) Adult education teacher (TCH-ADULT) Association of professors and researchers (ASC-RES) Association of universities (ASC-UNIV) Bodies providing guidance, counselling and information services relating to any a Company training department (EDU-COMP) Educational Institution (EIN) Enterprises, social partners and their organisations at all levels, including trade o Individuals (IND) Institution for initial teacher training (EDU-InTTr) Non profit / Non governmental organisation (NFP-NGO) Pupils, students, trainees and adult learners (STD) Research centres and bodies (RES)

	SME (ENT-SME) Teachers, trainers and other staff involved in any aspect of lifelong learning (TCH University or higher education institution (tertiary level) (EDU-UNIV) Vocational training centre or organisation (EDU-VET)
Activity number of participants	300
Which institutions/organisations were targeted?	
Organisation type	Adult education provider (EDU-ADLT) Adult learners associations (ASC-ADLear) Association of professors and researchers (ASC-RES) Bodies providing guidance, counselling and information services relating to any a Company training department (EDU-COMP) HE research centres (RES-HE) Institution for initial teacher training (EDU-InTTr) Non-university higher education (EDU-HE) SME (ENT-SME) University or higher education institution (tertiary level) (EDU-UNIV) VET providers associations (ASC-VET) Vocational or technical secondary school (EDU-SCHVoc) Vocational training centre or organisation (EDU-VET)
Why have these institutions been chosen, and what is their relevance towards the project objectives?	IMLA (International Maritime Lecturers Association) is one of the most important organisation that support maritime teaching. Member of IMLA are Maritime Education and Training Institution in the world. Most of the above selected institutions, i.e. the Institutions providing learning opportunities, universities of higher education, maritime Vocational higher schools together with maritime companies' services and respective bodies providing guidance and information, all do support the improved Maritime Education and Training (MET) programmes, methods and systems for the seafarers educational curriculum. Hence, they do provide the improved ways of learning rules for avoiding collisions at the sea for students of the Maritime studies, as well as for

	increasing knowledge and understanding of the rules.

No.	**36**
Activity description	Presentation on the use of COLREGs for Preventing Collisions at Sea. (Symposium on Maritime Accidents at Sea) at IMLA Conference 22 ,2014 (China)
Activity start date (dd-mm-yyyy)	10-10-2014
Deviations from initial proposal or subsequent amendments, including change reasons	
Implementing partners' names	PRU
Country	TR - TURKEY
Region	TR1 - ISTANBUL
City	Tuzla
Targeted sectors	H50 - Water transport J58 - Publishing activities M70 - Activities of head offices; management consultancy activities M74 - Other professional, scientific and technical activities P85 - Education
Targeted groups	Bodies providing guidance, counselling and information services relating to any a Body providing guidance and information on Lifelong Learning (CONS-INF) Centre for vocational guidance and counselling (CONS-GUID) Company training department (EDU-COMP) Educational Institution (EIN) Enterprises, social partners and their organisations at all levels, including trade o Non profit / Non governmental organisation (NFP-NGO) SME (ENT-SME) University or higher education institution (tertiary level) (EDU-UNIV)
Activity number of participants	300
Which institutions/organisations were targeted?	

Organisation type	Bodies providing guidance, counselling and information services relating to any a Centre for vocational guidance and counselling (CONS-GUID) Company (services) (ENT-COMPSer) Company training department (EDU-COMP) Enterprises, social partners and their organisations at all levels, including trade o Non profit / Non governmental organisation (NFP-NGO) Public research centres (not HE) (RES-PUB) SME (ENT-SME) University or higher education institution (tertiary level) (EDU-UNIV) VET providers associations (ASC-VET) Vocational or technical secondary school (EDU-SCHVoc) Vocational training centre or organisation (EDU-VET) Other (OTH)
Why have these institutions been chosen, and what is their relevance towards the project objectives?	IMLA (International Maritime Lecturers Association) is one of the most important organisation that support maritime teaching. Member of IMLA are Maritime Education and Training Institution in the world. Most of the selected institutions , i.e. the Institutions providing learning opportunities ,universities of higher education , maritime Vocational higher schools together with maritime companies' services and respective bodies providing guidance and information, all do support the improved Maritime Education and Training (MET) programmes , methods and systems for the seafarers educational curriculum. Hence, they do provide the improved ways of learning rules for avoiding collisions at the sea for students of the Maritime studies, as well as increasing knowledge and understanding of the rules.

No.	**37**
Activity description	ACTs Workshop
Activity start date (dd-mm-yyyy)	11-04-2014
Deviations from initial proposal or subsequent amendments, including change reasons	
Implementing partners' names	SeaTeach
Country	ES - SPAIN
Region	ES53 - Illes Balears

City	Cala D'or
Targeted sectors	H50 - Water transport P85.53 - Driving school activities P85.5 - Other education
Targeted groups	Adult education teacher (TCH-ADULT) Adult learners (STD-ADL) Individuals (IND) SME (ENT-SME) Teachers, trainers and other staff involved in any aspect of lifelong learning (TCH Trainees (STD-TRNee) Vocational training centre or organisation (EDU-VET)
Activity number of participants	6
Which institutions/organisations were targeted?	
Organisation type	General secondary school (EDU-SCHSec) SME (ENT-SME) University or higher education institution (tertiary level) (EDU-UNIV) Vocational or technical secondary school (EDU-SCHVoc) Vocational training centre or organisation (EDU-VET) Other (OTH)
Why have these institutions been chosen, and what is their relevance towards the project objectives?	These institutions were chosen as the target group of the project and primary users of future project results. To investigate their opinion and level of understanding regarding the COLREGs is one of the main objectives of the project.

Describe the results and feedback received from stakeholders (target group or sector) of implemented dissemination activities.

UoR- Questionnaire participant's positive evaluated the quality of the workshop and debate during the workshop. Participants are very interested in project research results and in their involvement in project. All participants left their contacts in order to inform them abut project activities and results. Some participants after the workshop send us literature about COLREGs, and few shipping companies sent their internal collision reports where their ships were involved.
C4FF-Progress on the ACTs project was included in the MariFuture monthly progress reports, news, and articles when they are available. C4FF received a number of emails upon publishing the article in the Nautilus international. There had been positive comments alongside a few not positive as COLREGs is a subject that professionals do have different interpretation and perception. Contacted organisations were very interested in ACTS project and to be kept up to date with the project developments.
PRU- Throughout the workshop, participants eagerly took part in the discussions. Participants quite voluntarily and in constructive mood, discussed the controversial answers received and made comments on the possible interpretations of some specific rules and questions. Results, conclusions and recommendations brought to the discussions, by the participants of target group i.e. captains, lecturers and senior cadets were all listed in detail.
SPIN- Feedback was number of people participating in questionnaires. The questionnaire for non-professionals was filled out by approx. 260 newsletter recipients (full or incomplete), the questionnaire for professionals was filled out by approx. 240 newsletter recipients (full or incomplete).
SeaTeach-The network contacts were all very positive about the projects potential and asked to be kept informed about progress and project results with a view of possibly being able to use the results.
NVNA- Questionnaires analysis and reports presented and discussed. Feedback published and used to define methodology of course developing.

H. TARGET GROUPS

H.1. INVOLVEMENT

Please describe the involvement of target groups/end user(s), educational structures, sector representatives, VET policy and decision makers in your project.

UoR contacted approx 300 stakeholders to participate in questionnaire and held workshop for 40 participants from Sea Schools, faculties, maritime companies' services and respective bodies, captains, senior cadets, oceangoing officers and seafarers with long working experiences, as well as the higher educational institutions in Croatia. Furthermore Djani Mohovic participated in 3 Radio interviews about projects idea and objectives. On web page of Faculty of Maritime studies articles about project progress and project web site were published.
All C4FF network directly and indirectly is involved with the project development. This included informing C4FF's platforms such as www.maredu.co.uk and www.marifuture.org where over 70 MET institutions are the partners. C4FF published an article in Nautilus international newspaper where they have over 10.000 subscribers all around the world. A number of dissemination activities have taken place in major events such as ACI, Genoa and Workshop in Southampton. Target groups directly involved with the project development in this way. Monthly progress reports, news and articles as when they are available were published in MariFuture and MarEdu platforms that C4FF owns.
PRU contacted sea schools, faculties, seafarers presented them project objectives and project development and held workshop where project objectives and project development were presented.. Also, project was published on University twitter account, Turkey Shipping World magazine.
SPINAKER target groups were involved in project's needs analysis through questionnaires. A questionnaire was once used by a University institution as a knowledge assessment tool. Also, SPINAKER contacted approx 132 people via e-mail about project aims and its development.
NVNA published project objectives and development to the targeted audience, seafarers, maritime companies and services, educational institutions.
Sea Teach published the projects idea and objectives and links to the questionnaires on several leading forums in Spain, contacted 132 sea schools, maritime colleges and universities in Spain by email, introducing the project and asking for support with the questionnaire. Also, Sea Teach contacted 24 Skippers, Instructors, VET teachers and specialists in the nautical skipper/ instruction sector in Mallorca/ Spain explaining the project and inviting them to the workshop, of which 6 took part. Also, Sea Teach presented project in an article on company website.

H.2. TARGET GROUPS' STATISTICS

Indicate which target groups you have involved and quantify. Indicate to which educational field, educational level and economic sector the respective target group belongs.

No.	1
Target group	Adult education provider (EDU-ADLT)
Educational field	Nautical science, navigation (090f)
Educational level	ISCED 4VOC - vocational programmes
Economic sector	H50 - Water transport
Number of people directly addressed to date	80

No.	2
Target group	Adult education teacher (TCH-ADULT)
Educational field	Nautical science, navigation (090f)
Educational level	ISCED 4VOC - vocational programmes
Economic sector	H50 - Water transport

Number of people directly addressed to date	120

No.	**3**
Target group	Association of universities (ASC-UNIV)
Educational field	Nautical science, navigation (090f)
Educational level	ISCED 4A - Post-secondary non-tertiary to 5A
Economic sector	H50 - Water transport
Number of people directly addressed to date	60

No.	**4**
Target group	Associations working in the field of lifelong learning, including students', trainees',
Educational field	Nautical science, navigation (090f)
Educational level	ISCED 4VOC - vocational programmes
Economic sector	H50 - Water transport
Number of people directly addressed to date	150

No.	**5**
Target group	Company training department (EDU-COMP)
Educational field	Nautical science, navigation (090f)
Educational level	ISCED 4VOC - vocational programmes
Economic sector	H50 - Water transport
Number of people directly addressed to date	15

No.	**6**
Target group	Non-profit associations (NFP-ASC)
Educational field	Nautical science, navigation (090f)
Educational level	ISCED 4VOC - vocational programmes
Economic sector	H50 - Water transport
Number of people directly addressed to date	20

No.	**7**
Target group	Public authority (national) (PUB-NAT)
Educational field	Nautical science, navigation (090f)
Educational level	ISCED 4VOC - vocational programmes
Economic sector	H50 - Water transport
Number of people directly addressed to date	12

No.	**8**
Target group	Pupils, students, trainees and adult learners (STD)
Educational field	Nautical science, navigation (090f)

Educational level	ISCED 4VOC - vocational programmes
Economic sector	H50 - Water transport
Number of people directly addressed to date	600

No.	**9**
Target group	VET providers associations (ASC-VET)
Educational field	Nautical science, navigation (090f)
Educational level	ISCED 4VOC - vocational programmes
Economic sector	H50 - Water transport
Number of people directly addressed to date	50

No.	**10**
Target group	University or higher education institution (tertiary level) (EDU-UNIV)
Educational field	Nautical science, navigation (090f)
Educational level	ISCED 4A - Post-secondary non-tertiary to 5A
Economic sector	H50 - Water transport
Number of people directly addressed to date	60

I. LESSONS LEARNED

I.1. PROBLEM HANDLING

Describe any difficulties encountered during the implementation of the project, and what solutions you found to overcome those difficulties.

There are no any difficulties encountered during the implementation of the project until now.

J. ANNEXES TO THE REPORT

Please enumerate here the annexes to the duly signed paper version of the report to be sent by post. Annexes should include for example:

- Minutes of consortium meetings
- Lists of participants (in consortium meetings, seminars, ...)
- Copies of tangible results/products (online, electronic versions, ...)
- Dissemination materials (publications, leaflets, posters, ...)

Also attach any related documents to the report and mark them with the right reference (e.g. Consortium Meeting No. 1, 2, 3, ... = numbering of the table/s "Consortium meetings"; e.g. tangible Result or Product No. 1, 2, 3, ... = numbering of the table/s "Results").

ANNEX 1. Consortium meetings No 1. (Agenda, Minutes of consortium meetings, List of participants)
ANNEX 2. Consortium meetings No 2. (Agenda, Minutes of consortium meetings, List of participants)
ANNEX 3. Consortium meetings No 3. (Agenda, Minutes of consortium meetings, List of participants)
ANNEX 4. Copies of tangible results/products/deliverables (electronic versions, online for Web site and Shared area)
ANNEX 5. Dissemination materials (publications, papers, presentation, pictures, ..)
ANNEX 6. Results from WP2 questionnaire (excel database)

The following documents MUST also be submitted with the original paper version of the report to be sent by mail:

- Evidence of bank transfers between the beneficiary and ALL project partners
- Copies of sub-contracting agreements and invoices, including all tender documents.

K. FINANCIAL REPORT

K.1. PARTNER

Partner number	P0
Partner name	Faculty of Maritime Studies, University of Rijeka
Partner country	HR - CROATIA

K.1.1. EXPENSES INCURRED

Staff costs		20803.85
Operating costs	Travel and Subsistence	5698.75
	Equipment (up to 10%)	0.00
	Sub-contracting costs (up to 30%)	0.00
	Other	761.90
Direct costs		27264.50
Indirect costs (up to 7%)		1908.51
Total costs		29173.01

K.1.2. GRANTS

Leonardo da Vinci		21879.76
Other funds	National funds	0.00
	Own contribution	7293.25
	Other sources	0.00
Total grants		29173.01

K.2. PARTNER

Partner number	P1
Partner name	Centre For Factories Of The Future Limited
Partner country	UK - UNITED KINGDOM

K.2.1. EXPENSES INCURRED

Staff costs		43239.00
Operating costs	Travel and Subsistence	5372.56
	Equipment (up to 10%)	0.00
	Sub-contracting costs (up to 30%)	0.00
	Other	1867.58
Direct costs		50479.14
Indirect costs (up to 7%)		3533.54
Total costs		54012.68

K.2.2. GRANTS

Leonardo da Vinci		40509.51
Other funds	National funds	0.00
	Own contribution	13503.17
	Other sources	0.00
Total grants		54012.68

K.3. PARTNER

Partner number	P2
Partner name	Piri Reis University
Partner country	TR - TURKEY

K.3.1. EXPENSES INCURRED

Staff costs		16947.29
Operating costs	Travel and Subsistence	1538.51
	Equipment (up to 10%)	0.00
	Sub-contracting costs (up to 30%)	0.00
	Other	80.00
Direct costs		18565.80
Indirect costs (up to 7%)		1299.60
Total costs		19865.40

K.3.2. GRANTS

Leonardo da Vinci		14899.05
Other funds	National funds	0.00
	Own contribution	4966.35
	Other sources	0.00
Total grants		19865.40

K.4. PARTNER

Partner number	P3
Partner name	Spinaker, navtično izobraževanje, d.o.o.
Partner country	SI - SLOVENIA

K.4.1. EXPENSES INCURRED

Staff costs		11354.24
Operating costs	Travel and Subsistence	2364.70
	Equipment (up to 10%)	0.00
	Sub-contracting costs (up to 30%)	1500.00
	Other	80.00
Direct costs		15298.94
Indirect costs (up to 7%)		1070.92
Total costs		16369.86

K.4.2. GRANTS

Leonardo da Vinci		12277.40
Other funds	National funds	0.00
	Own contribution	4092.46
	Other sources	0.00
Total grants		16369.86

K.5. PARTNER

Partner number	P4
Partner name	Nicola Vaptsarov Naval Academy
Partner country	BG - BULGARIA

K.5.1. EXPENSES INCURRED

Staff costs		6702.85
Operating costs	Travel and Subsistence	1910.31
	Equipment (up to 10%)	0.00
	Sub-contracting costs (up to 30%)	0.00
	Other	0.00
Direct costs		8613.16
Indirect costs (up to 7%)		602.92
Total costs		9216.08

K.5.2. GRANTS

Leonardo da Vinci		6912.06
Other funds	National funds	0.00
	Own contribution	2304.02
	Other sources	0.00
Total grants		9216.08

K.6. PARTNER

Partner number	P5
Partner name	Sea Teach S.L.
Partner country	ES - SPAIN

K.6.1. EXPENSES INCURRED

Staff costs		11471.14
Operating costs	Travel and Subsistence	2727.05
	Equipment (up to 10%)	0.00
	Sub-contracting costs (up to 30%)	411.44
	Other	829.56
Direct costs		15439.19
Indirect costs (up to 7%)		1080.74
Total costs		16519.93

K.6.2. GRANTS

Leonardo da Vinci		12389.95
Other funds	National funds	0.00
	Own contribution	4129.98
	Other sources	0.00
Total grants		16519.93

K.7. PARTNER

Partner number	P6
Partner name	Deniz Ticatet Odasi
Partner country	TR - TURKEY

K.7.1. EXPENSES INCURRED

Staff costs		0.00
Operating costs	Travel and Subsistence	0.00
	Equipment (up to 10%)	0.00
	Sub-contracting costs (up to 30%)	0.00
	Other	0.00
Direct costs		0.00
Indirect costs (up to 7%)		0.00
Total costs		0.00

K.7.2. GRANTS

Leonardo da Vinci		0.00
Other funds	National funds	0.00
	Own contribution	0.00
	Other sources	0.00
Total grants		0.00

K.8. PARTNER

Partner number	P7
Partner name	Turk Deniz Egitim Vakfi
Partner country	TR - TURKEY

K.8.1. EXPENSES INCURRED

Staff costs		0.00
Operating costs	Travel and Subsistence	0.00
	Equipment (up to 10%)	0.00
	Sub-contracting costs (up to 30%)	0.00
	Other	0.00
Direct costs		0.00
Indirect costs (up to 7%)		0.00
Total costs		0.00

K.8.2. GRANTS

Leonardo da Vinci		0.00
Other funds	National funds	0.00
	Own contribution	0.00
	Other sources	0.00
Total grants		0.00

K.9. PARTNER

Partner number	P8
Partner name	Maritime Education Partnership
Partner country	UK - UNITED KINGDOM

K.9.1. EXPENSES INCURRED

Staff costs		0.00
Operating costs	Travel and Subsistence	0.00
	Equipment (up to 10%)	0.00
	Sub-contracting costs (up to 30%)	0.00
	Other	0.00
Direct costs		0.00
Indirect costs (up to 7%)		0.00
Total costs		0.00

K.9.2. GRANTS

Leonardo da Vinci		0.00
Other funds	National funds	0.00
	Own contribution	0.00
	Other sources	0.00
Total grants		0.00

K.10. PARTNER

Partner number	P9
Partner name	MariFuture
Partner country	UK - UNITED KINGDOM

K.10.1. EXPENSES INCURRED

Staff costs		0.00
Operating costs	Travel and Subsistence	0.00
	Equipment (up to 10%)	0.00
	Sub-contracting costs (up to 30%)	0.00
	Other	0.00
Direct costs		0.00
Indirect costs (up to 7%)		0.00
Total costs		0.00

K.10.2. GRANTS

Leonardo da Vinci		0.00
Other funds	National funds	0.00
	Own contribution	0.00
	Other sources	0.00
Total grants		0.00

K.11. PARTNER

Partner number	P10
Partner name	STX Finland Oy Rauma Shipyard
Partner country	FI - FINLAND

K.11.1. EXPENSES INCURRED

Staff costs		0.00
Operating costs	Travel and Subsistence	0.00
	Equipment (up to 10%)	0.00
	Sub-contracting costs (up to 30%)	0.00
	Other	0.00
Direct costs		0.00
Indirect costs (up to 7%)		0.00
Total costs		0.00

K.11.2. GRANTS

Leonardo da Vinci		0.00
Other funds	National funds	0.00
	Own contribution	0.00
	Other sources	0.00
Total grants		0.00

K.12. PARTNER

Partner number	P11
Partner name	Udruga pomorskih kapetana Sjevernog Jadrana "Kraljica mora" Rijeka
Partner country	HR - CROATIA

K.12.1. EXPENSES INCURRED

Staff costs		0.00
Operating costs	Travel and Subsistence	0.00
	Equipment (up to 10%)	0.00
	Sub-contracting costs (up to 30%)	0.00
	Other	0.00
Direct costs		0.00
Indirect costs (up to 7%)		0.00
Total costs		0.00

K.12.2. GRANTS

Leonardo da Vinci		0.00
Other funds	National funds	0.00
	Own contribution	0.00
	Other sources	0.00
Total grants		0.00

K.13. PROJECT TOTALS

K.13.1. EXPENSES INCURRED

Staff costs		110518.37
Operating costs	Travel and Subsistence	19611.88
	Equipment (up to 10%)	0.00
	Sub-contracting costs (up to 30%)	1911.44
	Other	3619.04
Direct costs		135660.73
Indirect costs (up to 7%)		9496.23
Total costs		145156.96

K.13.2. GRANTS

Leonardo da Vinci		108867.73
Other funds	National funds	0.00
	Own contribution	36289.23
	Other sources	0.00
Total grants		145156.96

The detailed self-calculating (excel) financial tables must be completed for all projects at the Interim and Final report stages. Refer to the website of your National Agency for a link to the financial tables.

L. PAYMENT

Please indicate here if you request the payment of supplementary pre-financing (advances).

Yes

Yes, I request the payment.

M. DATA PROTECTION NOTICE

PROTECTION OF PERSONAL DATA

Processing this form may involve the recording and processing of personal data. Such data will be processed pursuant to Regulation (EC) No 45/2001 on the protection of individuals with regard to the processing of personal data by the Community institutions and bodies and on the free movement of such data. Any personal data requested will only be used for the intended purpose, i.e.:

- In the case of grant application forms: the evaluation of your application in accordance with the specifications of the call for proposals,
- In the case of report forms: statistical and financial (if applicable) follow-up of the projects.

For the exact description of the collected personal data, the purpose of the collection and the description of the processing, please refer to the Specific Privacy Statement accompanying this form.

You are entitled to obtain access to your personal data on request and to rectify any such data that is inaccurate or incomplete. If you have any queries concerning the processing of your personal data, you may address them to your National Agency. You have the right of recourse at any time to your national supervising body for data protection or the European Data Protection Supervisor for matters relating to the processing of your personal data.

You are informed that for the purposes of safeguarding the financial interest of the Communities, your personal data may be transferred to internal audit services, to the European Court of Auditors, to the Financial Irregularities Panel and/or to the European Anti-Fraud Office (OLAF).

http://ec.europa.eu/dgs/education_culture/calls/dpo_en.htm

N. DECLARATION OF CONFORMITY

I, the undersigned, hereby declare that the attached information is accurate and in accordance with the facts. In particular the financial data provided in this report correspond to the expenditure actually incurred by the project partners for carrying out project activities. This information has been approved by the authorities representing the partners involved in the activities set out in this report.

Furthermore, I declare that based on the information provided in this report I have entered respectively update, data on this project in the ADAM Project and Product Portal for Leonardo da Vinci.

Place: _____ Date: _____

Name of the beneficiary legal representative: _____

Position within the beneficiary organisation: _____

Original signature of the person legally authorised: _____

Please send signed copy + supporting documents. It is this authentic version that will be evaluated.

0. SUBMISSION

Before submitting the form electronically, please validate it. Please note that only the final version of your form should be submitted electronically.

0.1. DATA VALIDATION

Validation of compulsory fields and rules

0.2. SUBMISSION SUMMARY

This table provides additional information (log) of all form submission attempts, particularly useful for the National Agencies in case of multiple form submissions.

Number	Time	Event	Form hash code	Status
1	2014-12-01 12:37:02	Online submission	6A1F16F9639740C5	OK (1199649)

0.3. STANDARD SUBMISSION PROCEDURE

Online submission (requires internet connection)

Submission status	OK
Submission ID	1199649
Submission Local Date (Brussels)	2014-12-01 12:37:02
Hash code	6A1F16F9639740C5

This is a confirmation that you have successfully submitted your form. Now, you should print, sign and send the form to your National Agency. Please save the form for future reference.
Please also note that only an electronically submitted form should be printed, signed and sent to your NA.

0.4. ALTERNATIVE SUBMISSION PROCEDURE

Creates a file to be sent by email to the National Agency

(To be used ONLY if online submission is not available. Please see instructions about this procedure in the "Applicant Guide")