



MONTHLY ACTIVITIES REPORT

-APRIL 2018-

Since the Management board is focused on projects progress in terms of expenditure, use of resources, implementation of activities and the delivery of results, in order to assure achievement of the defined goals of the project, one of its functions is to systematically collect and analyze relevant information about project progress. In that regard, Project management team is submitting this monthly report for the April 2018.

During this month of the project, Project coordinator, with the assistance of project management team was focused mainly on the activities regarding:

1. Communication with consortium members for the organization of the Management board and Quality control board meetings planned in 2018;
2. Financial management of the project;
3. Day to day running of the project;
4. Last minute checks for the upcoming Study visit to Regents University;
5. Preparation of the lecture by the professors from Split;
6. Preparation of the lecture by the professors from Zagreb;
7. Preparation of the mid-term progress report;
8. Preparation of the mid term finance report;

Coordination with the partner institution was crucial in this month, since two lectures had to be organized by the end of July 2018.

During the last weeks of March and first two weeks of April project team and project coordinator were focused on the drafting and finalization of the mid-term progress report and its enclosed documents.