



## EVENT REPORT TEMPLATE (Annex H to Quality Control and Monitoring Manual)

This template has to be filled by project partners (organisers) for all IF4TM events (except SC meetings). Furthermore, this template can be used to inform colleagues and partners about other events attended (promoting IF4TM). In the second case please just fill in the first page and delete the chapters thereafter.

Author:	Jovana Vasić
Event Title:	Business model development
Event Date:	April 20, 2017
Event Venue:	BITF, Veljka Dugosevica 54, 11000 Belgrade. Serbia
Type of event: (National, international, press conference, promotional event etc.)	Training
Short description:	
<p>Within the Competition for the best student idea first day training was held on the Development of the business model for teams participating in the competition, on April 20 2017 by the Business Technology Incubator (BITF), in the premises of Science Technology Park Belgrade.</p> <p>In addition to the presentation and general introduction to the matter, the contestants had the opportunity to work on the development of their business model with the BITF business support team and our mentors and to get feedback and suggestions related to the business model of their idea.</p>	
Organiser(s):	BITF
Agenda:	<a href="http://www.if4tm.kg.ac.rs/news/first-training-for-participants-in-competition-for-best-student-idea-university-of-belgrade.html">http://www.if4tm.kg.ac.rs/news/first-training-for-participants-in-competition-for-best-student-idea-university-of-belgrade.html</a>
Total number of participants:	16
Links to further information:	<a href="http://www.if4tm.kg.ac.rs/news/first-training-for-participants-in-competition-for-best-student-idea-university-of-belgrade.html">http://www.if4tm.kg.ac.rs/news/first-training-for-participants-in-competition-for-best-student-idea-university-of-belgrade.html</a>
Other personal remarks:	
<p>Since 15 teams with 42 students went through the application process of the competition and were invited to trainings, and because of the intensive individual work with teams, we split the participants into 2 groups</p>	

## EVENT ORGANISATION DETAILS

Invitation was sent off to participants on:	April 11, 2017
Information Material was sent off to participants on:	
Date of Initial Participant List Compilation:	April 04, 2017



Date of Final Participant List Compilation:	
Total Number of Participants Invited	42
Date of Agenda Finalisation:	April 10, 2017
???	
???	

## Problems encountered during the event preparation phase

(To be filled by organisers)

**Organisers:** Please complete (if you have not met with any problems in that phase, please fill in "N/A". Please also include any feedback by the participants **before** the workshop )  
**N/A**

## EVENT ROLLOUT

### Final Event Agenda + Participant list

Since 15 teams with 42 students went through the application process of the competition and were invited to trainings, and because of the intensive individual work with teams, we split the participants into 2 groups with the same agenda:

#### Group 1:

12:00 - 13:30 Business model development based on Lean and Lean canvas

13:30 – 13:45 Coffee break

13:45 – 16:00 Individual work with teams – drafting their first canvas

Homework: Creating additional upgrades of the canvas (e.g. additional target groups).

#### Group 2:

17:00 - 18:30 Business model development based on Lean and Lean canvas

18:30 – 18:45 Coffee break

18:45 – 21:00 Individual work with teams – drafting their first canvas

















Homework: Creating additional upgrades of the canvas (e.g. additional target groups).

List of participants

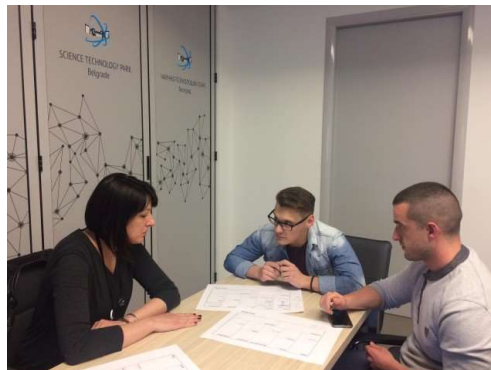


### Attendance List

Event:	Letni Camp
Venue:	
Date:	20. 04. 2017.
Organisers:	Poslovno Pomoćoliki INKUBATOR IEPANISCHIH FAKULTETA

	Name	Organisation	e-mail	Phone number	Signature	
1	Marina Ivanović	Elektrotehnički fakultet	ivanovic.mimi@gmail.com	066/005553		С. КАРПОН
2	Mihajlo Sporić	Elektrotehnički fakultet	mihajlosporic@gmail.com	064/9045492		—
3	Luka Knežević	Elektrotehnički fakultet	knezevic.luka199@gmail.com	064/373-025		Рисикова КЕЗ
4	Десан Анковић	ЕЛЕКТРОТЕХНИЧКИ ФАКУЛТЕТ	dijan.93199@gmail.com	065/1928465		Београд
5	LUKA GAVRIĆ	ЕЛЕКТРОТЕХНИЧКИ ФАКУЛТЕТ	LUKAGAVRICE@gmail.com	064/2978044		—
6	Ненко Поповић	ЕЛЕКТРОТЕХНИЧКИ ФАКУЛТЕТ	nenko.popovic@gmail.com	064/8944407		У МОДУ ЈЕ ТАЈНА
7	Bogdan Bogdanović	Економски факултет	bogdanovic1990@gmail.com	966/3004949		—
8	Данило Неговић	Филозофски факултет	daniilo.nego@gmail.com	064/1062444		ПРЕСТАВЉА СЕ НА БИЈЕ
9	Владимир Влаховић	БЕЛОДОНСКИ ФАКУЛТЕТ	VLADIMIRVLADIC@gmail.com	065/8602906		ПРОЈЕКАТ
10	ГЕОРГИЈА НУКОВИЋ	БЕЛОДОНСКИ ФАКУЛТЕТ	stevanukewiki92@gmail.com	069/2020466		СРБИЈА
11	Ненад Поповић	ЕЛЕКТРОТЕХНИЧКИ ФАКУЛТЕТ	nenanjo.popovic@gmail.com	064/6354741		РЕЖИОН
12	Марија Касић	Београдски универзитет	kat-filip@gmail.com	064/383-8584		СРБИЈА
13	Борис Јурић	Економски факултет	boris.juric1990@gmail.com	060/811-26208		—
14	Rade Radević	Економски факултет	rade.radevic@gmail.com	064/606515		Radio Student
15	Nevena Lalević	Економски факултет	nevena.lalevic@gmail.com	060/80-924-60		RAM PRUŽA
16	Јована Мокрач	Филозофски факултет	moctarjelena95@gmail.com	064/2022-105		ПАН ГИТА

### Photo



### Event Implementation – Commentary by Organising Partners



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Author:	Jovana Vasić
Event Title:	Business model validation
Event Date:	April 21, 2017
Event Venue:	BITF, Veljka Dugosevica 54, 11000 Belgrade. Serbia
Type of event: (National, international, press conference, promotional event etc.)	Training
Short description:	
<p>Within the Competition for the best student idea second day training was held on the Model values design for teams participating in the competition, on April 21, by the Business Technology Incubator (BITF), in the premises of Science Technology Park Belgrade.</p> <p>In addition to the presentation and general introduction to the matter, the contestants had the opportunity to work on the development of their business model with the BITF business support team and our mentors and to get feedback and suggestions related to the business model of their idea.</p>	
Organiser(s):	BITF
Agenda:	<a href="http://www.if4tm.kg.ac.rs/news/second-training-for-participants-in-competition-for-best-student-idea-university-of-belgrade.html">http://www.if4tm.kg.ac.rs/news/second-training-for-participants-in-competition-for-best-student-idea-university-of-belgrade.html</a>
Total number of participants:	16
Links to further information:	<a href="http://www.if4tm.kg.ac.rs/news/second-training-for-participants-in-competition-for-best-student-idea-university-of-belgrade.html">http://www.if4tm.kg.ac.rs/news/second-training-for-participants-in-competition-for-best-student-idea-university-of-belgrade.html</a>
Other personal remarks:	
<p>Since 15 teams with 42 students went through the application process of the competition and were invited to trainings, and because of the intensive individual work with teams, we split the participants into 2 groups.</p>	

## EVENT ORGANISATION DETAILS

Invitation was sent off to participants on:	April 11, 2017
Information Material was sent off to participants on:	
Date of Initial Participant List Compilation:	April 04, 2017



Date of Final Participant List Compilation:	
Total Number of Participants Invited	42
Date of Agenda Finalisation:	April 10, 2017
???	
???	

## Problems encountered during the event preparation phase

(To be filled by organisers)

**Organisers:** Please complete (if you have not met with any problems in that phase, please fill in "N/A". Please also include any feedback by the participants **before** the workshop )  
**N/A**

## EVENT ROLLOUT

### Final Event Agenda + Participant list

Since 15 teams with 42 students went through the application process of the competition and were invited to trainings, and because of the intensive individual work with teams, we split the participants into 2 groups with the same agenda:

Group 1:

12:00 - 13:30 Business model validation (Defining target groups, testing planning)

13:30 – 13:45 Coffee break

13:45 – 16:00 Individual work with teams – developing their canvas, choosing the target group, creation of the testing plan

Homework: Testing the idea

Group 2:

17:00 - 18:30 Business model validation (Defining target groups, testing planning)

18:30 – 18:45 Coffee break

18:45 – 21:00 Individual work with teams – developing their canvas, choosing the target group, creation of the testing plan

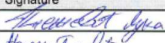
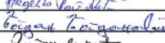
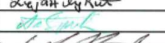
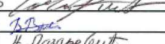
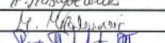
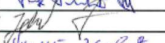
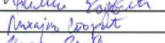
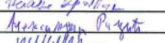








Homework: Testing the idea

List of participants



### Attendance List

Event:	LEAN CANVAS WORKSHOP
Venue:	
Date:	21.04.2017.
Organisers:	

	Name	Organisation	e-mail	Phone number	Signature
1	Luka Horcic	ETF	luka.horacic@gmail.com	065/573-075	
2	Marko Bogdanovic	EKO	marko.bogdanovic@gmail.com	065/274-402	
3	Bogdan Bogdanovic	EKO	bogdanovic.bogdan@gmail.com	065/200-4340	
4	Dejan Lukic	ETF	dejan.gslukic@gmail.com	063/1928463	
5	ANJA PLETIĆ	ETF - Inovent	anjapletic@gmail.com	061/2572-41	
6	STEVAN NIKOLIC	PROJEKTI EKSPERT	stevanresnic9@gmail.com	065/202040	
7	VLADIMIR VLADOVIC	Ekonomski Fakultet	vladimir.vlado@gmail.com	065/8602403	
8	NEVENA NIKOLIC	EKO	nevena.nikolic@gmail.com	060/80-92460	
9	Marko Nikolic	EKO	marko.nikolic@gmail.com	064/960817	
10	Radovan Radovic	EKO	radovanr@gmail.com	064/608515	
11	Đorđe Jelic	Ekonomski	djordje.jelic.mir@gmail.com	060/81-26-208	
12	Marko Knezevic	BOI	marko.knezevic@gmail.com	064/363-824	
13	Mihajlo Popovic	ETF	mihajlo.popovic@gmail.com	064/9045442	
14	Marko Popovic	ETF	marko.popovic@gmail.com	065/57477	
15	Aleksandar Rasic	Ekonomski Fakultet	aleksandar.rasic@gmail.com	061/935725	
16	MARINA IVANOVIC	ETF	ivanovicmimi@gmail.com	066005553	

### Photos







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Author:	Jovana Vasić
Event Title:	Finance for startups
Event Date:	May 3, 2017
Event Venue:	BITF, Veljka Dugosevica 54, 11000 Belgrade. Serbia
Type of event: (National, international, press conference, promotional event etc.)	Training
<b>Short description:</b>	
<p>Within the Competition for the best student idea the third day of training was held on financing for startups, for teams participating in the competition, on May 3, by the Business Technology Incubator (BITF), in the premises of Science Technology Park Belgrade.</p> <p>In addition to the presentation and general introduction to the matter, the contestants had the opportunity to work on the development of the finance side of the business and cash flow, with the BITF business support team and our mentors and to get feedback and suggestions related to the business model of their idea.</p>	
Organiser(s):	BITF
Agenda:	<a href="http://www.if4tm.kg.ac.rs/news/third-training-for-participants-in-competition-for-best-student-idea-university-of-belgrade.html">http://www.if4tm.kg.ac.rs/news/third-training-for-participants-in-competition-for-best-student-idea-university-of-belgrade.html</a>
Total number of participants:	14
Links to further information:	<a href="http://www.if4tm.kg.ac.rs/news/third-training-for-participants-in-competition-for-best-student-idea-university-of-belgrade.html">http://www.if4tm.kg.ac.rs/news/third-training-for-participants-in-competition-for-best-student-idea-university-of-belgrade.html</a>
<b>Other personal remarks:</b>	
<p>Since 15 teams with 42 students went through the application process of the competition and were invited to trainings, and because of the intensive individual work with teams, we split the participants into 2 groups.</p>	

## EVENT ORGANISATION DETAILS

Invitation was sent off to participants on:	April 11, 2017
Information Material was sent off to participants on:	
Date of Initial Participant List Compilation:	April 04, 2017



Date of Final Participant List Compilation:	
Total Number of Participants Invited	42
Date of Agenda Finalisation:	April 10, 2017
???	
???	

## Problems encountered during the event preparation phase

(To be filled by organisers)

**Organisers:** Please complete (if you have not met with any problems in that phase, please fill in "N/A". Please also include any feedback by the participants **before** the workshop )  
**N/A**

## EVENT ROLLOUT

### Final Event Agenda + Participant list

12:00 - 13:30 Revenue Models, Funding strategies

13:30 – 13:45 Coffee break

13:45 – 16:00 Individual work with teams – developing financial model and funding strategies

List of participants

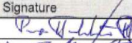
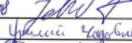
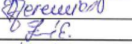
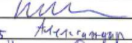
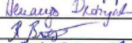

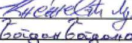
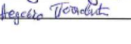










Sreda  
3.5.2017.

### Attendance List

Event:	LEARN CANVAS - FINANSIJE
Venue:	
Date:	3.5.2017
Organisers:	BITF

	Name	Organisation	e-mail	Phone number	Signature
1	Đuro Đurić	Ekonomski Fakultet	radan.gajdos@gmail.com	64 160 6515	
2	Đorđe Jelić	Ekonomski Fakultet	djordje.jelic.m@gmail.com	069 661-26 28	
3	Đilip Kraljčić	Fakultet za inženjering i tehnologiju	bradje.dilip@gmail.com	064 363-85-89	
4	Đurđica Jeremić	Ekonomski Fakultet	durjica.jeremic@gmail.com	063 903 971	
5	Enlija Zunic	Ekonomski Fakultet	enlija.zunic@gmail.com	083 186 4980	
6	MARINA IVANOVIĆ	Elektrotehni. fakultet	ivanovic.mirna@gmail.com	066 005 553	
7	Aleksandar Razić	Stomatološki fakultet	aleksandar.razić@gmail.com	061 212 575	
8	Namir Džabjan	ETF	namir.dzabjan@gmail.com	061 515 749	
9	Vladimir Vlahović	Biološki Fakultet	VLADIMIRVLAD@GMAIL.COM	065 860 294	
10	Adriana Kraljčić	ETF	adriana.kraljic@gmail.com	069 282 89	
11	Nevena Lazarević	Ekonomski Fakultet	nevena.lazarevic@gmail.com	060 60 34 610	
12	Jana Knežević	ETF	knezevic.jana@gmail.com	063 377 025	
13	Stjepan Bogdanović	Ekof	stjepanb13@gmail.com	065 280 45 43	
14	Regina Todorović	Ekof	regina.povic@gmail.com	06 379 4 402	

### Photos



<b>WP-leader</b>
Please add your comments, if any
<b>Task leader</b>
Please add your comments, if any



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Author:	Jovana Vasić
Event Title:	Elevator pitch
Event Date:	May 10, 2017
Event Venue:	BITF, Veljka Dugosevica 54, 11000 Belgrade. Serbia
Type of event: (National, international, press conference, promotional event etc.)	Training
<b>Short description:</b>	
<p>Within the Competition for the best student idea the fourth day of training was held on pitching for startups, for teams participating in the competition on May 10 by the Business Technology Incubator (BITF), in the premises of Science Technology Park Belgrade.</p> <p>In addition to the presentation and general introduction to the matter, the contestants had the opportunity to work on the development of the pitch for their product, with the BITF business support team and our mentors and to get feedback and suggestions related to the pitch of their idea.</p>	
Organiser(s):	BITF
Agenda:	<a href="http://www.if4tm.kg.ac.rs/news/fourth-training-for-participants-in-competition-for-best-student-idea-university-of-belgrade.html">http://www.if4tm.kg.ac.rs/news/fourth-training-for-participants-in-competition-for-best-student-idea-university-of-belgrade.html</a>
Total number of participants:	11
Links to further information:	<a href="http://www.if4tm.kg.ac.rs/news/fourth-training-for-participants-in-competition-for-best-student-idea-university-of-belgrade.html">http://www.if4tm.kg.ac.rs/news/fourth-training-for-participants-in-competition-for-best-student-idea-university-of-belgrade.html</a>
<b>Other personal remarks:</b>	
<p>Since 15 teams with 42 students went through the application process of the competition and were invited to trainings, and because of the intensive individual work with teams, we split the participants into 2 groups.</p>	

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Date of Final Participant List Compilation:	
Total Number of Participants Invited	42
Date of Agenda Finalisation:	April 10, 2017
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## Problems encountered during the event preparation phase

(To be filled by organisers)

**Organisers:** Please complete (if you have not met with any problems in that phase, please fill in "N/A". Please also include any feedback by the participants **before** the workshop )  
**N/A**

## EVENT ROLLOUT

### Final Event Agenda + Participant list

12:00 - 13:30 Pitch map and basic structure, slide creation

13:30 – 13:45 Coffee break











13:45 – 16:00 Individual work with teams – developing draft of their presentation, pitching in front of the group

List of participants



### Attendance List

Event:	PISCH TRAINING
Venue:	
Date:	10.05.2017
Organisers:	BITF

	Name	Organisation	e-mail	Phone number	Signature
1	Milica Milic	ETF	medamiric@gmail.com	061/655 2244	
2	DEJAN LUKIC	ETF	dejan.95.lukic@gmail.com	063 1925463	Dejan Lukic
3	Pade Vasilovic	Ekonomski fakultet	padenbgci@gmail.com	64 160 65 15	
4	NARINA NANDVIC	ETF	ivanovicmimi@gmail.com	066/005553	
5	Harislo Vasilovic	Ekof	harislovasilovic@gmail.com	065/8721407	
6	Bogdan Bogdanovic	Ekof	bogdanovic2000@gmail.com	065/2008449	
7	Stevan Nikolic	Ekonomski fakultet	stevanecnik96@gmail.com	065/220 534	
8	Vladimir Vukobrat	Ekonomski fakultet	vukobratvladimir@gmail.com	065/8602994	
9	Stevanovic Zoran	Ekof	stevanoviczoran@gmail.com	065/19 14 81	
10	Monar Jovanovic	Ekonomski fakultet	monarjovanovic@gmail.com	061/220 009	
11	Herica Vasilovic	Ekonomski fakultet	herica.vasilovic@gmail.com	060/600-924-60	
12					
13					
14					
15					
16					

### Photos



## EVENT EVALUATION BY PARTICIPANTS

### Summary of the Participant Feedback Form

Results to be filled by organisers based on the questionnaire results. Please note: insert only the overall percentage of all feedback forms received (e.g. participants total number=30; 15 of them were most satisfied and 15 of them satisfied – please include 50% in the column most satisfied and 50% in the column satisfied.)



	Most satisfied	Satisfied	Moderately satisfied	Rather dissatisfied	Not at all satisfied
The event administration	64.28%	21.43%	7.14%	7.14%	
The structure of the programme	78.57%	21.43%			
The venue and facilities	64.28%	35.71%			
The presentations	92.86%	7.14%			
The discussions	50%	42.86%		7.14%	
The event dinner and subsistence					

	Strongly agree	Agree	Neutral	Disagree	Strongly disagree
The information I got will be of immediate use to me.	64.28%	28.57%	7.14%		
This event covered to a very high extent the topics I have expected.	42.86%	50%	7.14%		
I enjoyed the cooperation and interaction with the other participants.	35.71%	42.86%	14.28%	7.14%	
My expectations about this event were met or exceeded.	57.14%	28.57%	14.28%		
The materials distributed are useful and informative.	64.28%	28.57%	7.14%		
The discussions were relevant for the participants.	42.86%	57.14%			
The methods of working were suitable for the topics and for the participants.	42.86%	57.14%			
The overall organisation was professional.	64.28%	28.57%	7.14%		
The time management was always to my fullest satisfaction.	28.57%	64.28%	7.14%		
The style and level of communication between organisers and participants was professional.	71.43%	28.57%			
I would recommend this kind of event to my colleagues.	71.43%	14.28%	14.28%		

Prior Experience of Similar Events – Overall %	28.57%
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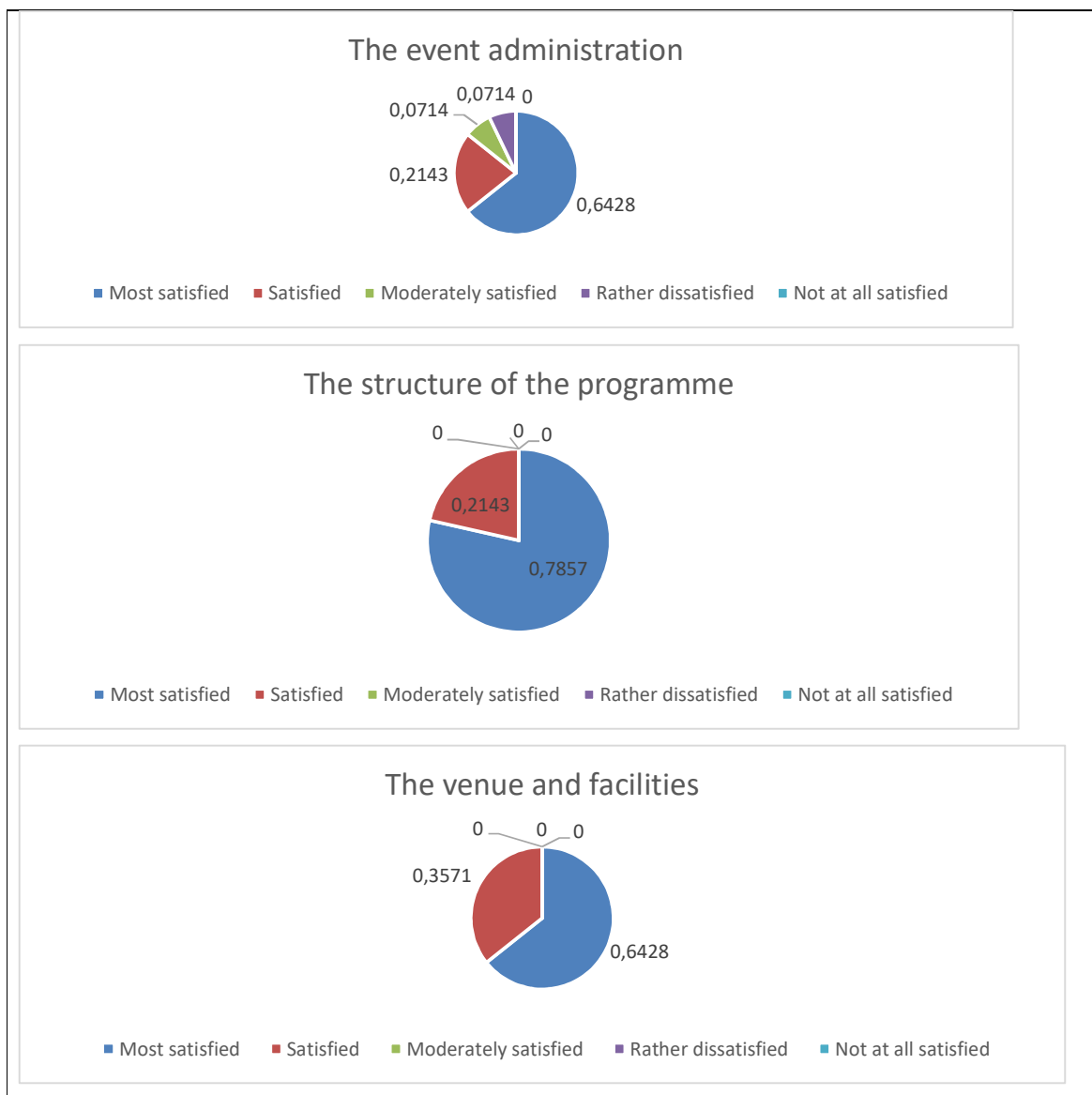
**Strengths and limitations of the event: please include comments received**

Strengths of the event and contributions or activities enjoyed by participants:	<ul style="list-style-type: none"> <li>• concrete things, good thinking</li> <li>• concrete things and solutions, wide perspective, good communication</li> <li>• “cutting edge” knowledge of making business plans and research</li> <li>• I appreciate this opportunity and I am grateful for it. The trainer was trying to be concrete and wanted to help us</li> <li>• Useful presentations and discussions with trainer</li> <li>• Discussions after the presentations are the most useful</li> </ul>
Suggestions for the improvement:	<ul style="list-style-type: none"> <li>• more trainers</li> <li>• more practical examples</li> <li>• more joint discussions</li> </ul>

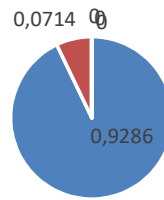


	<ul style="list-style-type: none"> <li>The event would be improved a lot if the organizers were familiar with our ideas. It would be easier that way and we wouldn't have to waste any time explaining it to them.</li> <li>Longer workshop classes, solving mini case studies related to the topic, more teachers</li> <li>Make events more interactive. Participants should communicate more to each other.</li> </ul>
Any further comments	<ul style="list-style-type: none"> <li></li> </ul>

Additional comments to be filled by local partner

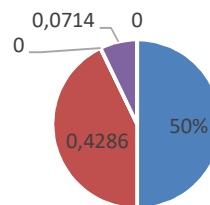


### The presentations



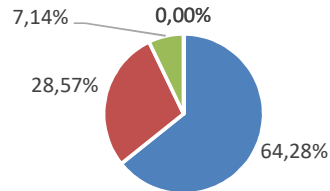
■ Most satisfied ■ Satisfied ■ Moderately satisfied ■ Rather dissatisfied ■ Not at all satisfied

### The discussions



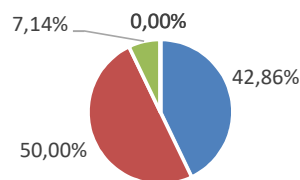
■ Most satisfied ■ Satisfied ■ Moderately satisfied ■ Rather dissatisfied ■ Not at all satisfied

### The information I got will be of immediate use to me.



■ Strongly agree ■ Agree ■ Neutral ■ Disagree ■ Strongly disagree

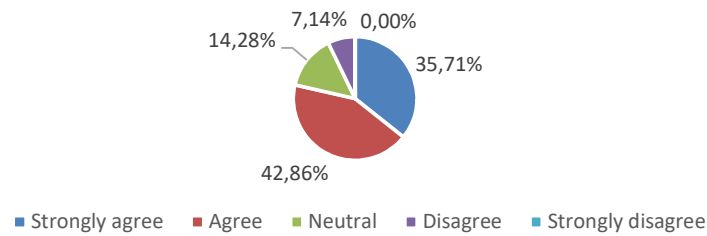
### This event covered to a very high extent the topics I have expected.



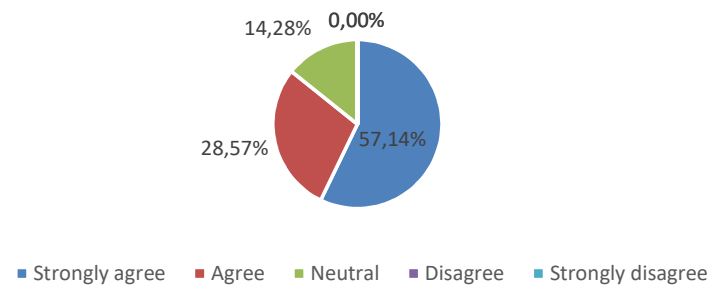
■ Strongly agree ■ Agree ■ Neutral ■ Disagree ■ Strongly disagree



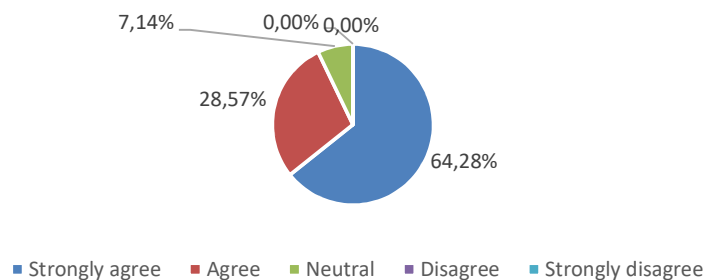
I enjoyed the cooperation and interaction with the other participants.



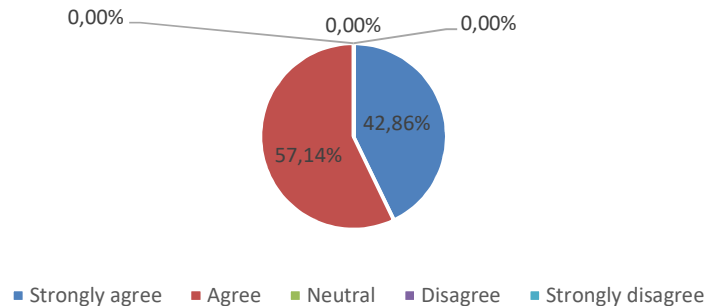
My expectations about this event were met or exceeded.



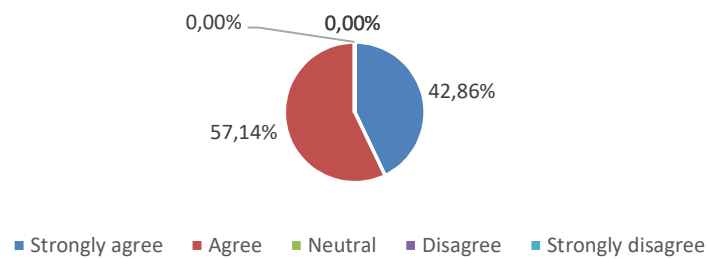
The materials distributed are useful and informative.



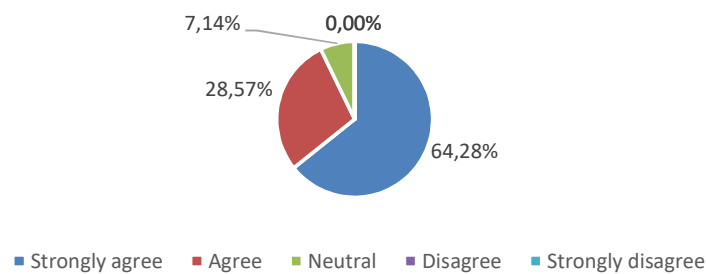
The discussions were relevant for the participants.



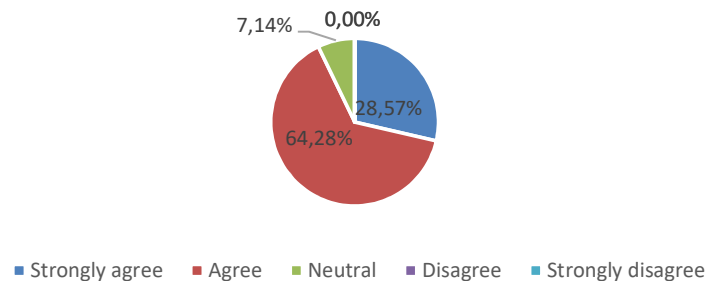
The methods of working were suitable for the topics and for the participants.



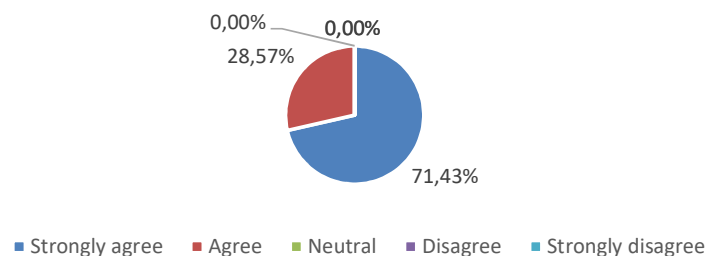
The overall organisation was professional.



The time management was always to my fullest satisfaction.

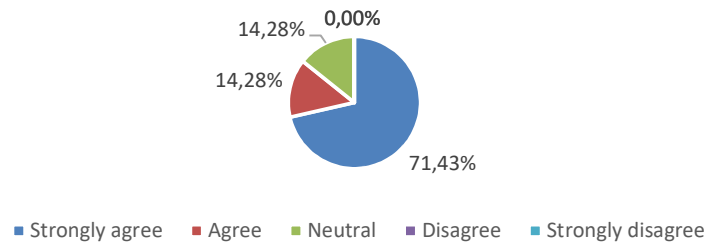


The style and level of communication between organisers and participants was professional.





I would recommend this kind of event to my colleagues.



## Lessons learned

- The number of students that applied (42) has decreased dramatically before the first training – only 16 participants. This lead to drainage of resources, because the first 2 days were planned according to the planned number, and the group was split in 2, to ensure the high quality of the trainings. For the next year we should consider an extra step to get reconfirmation from the participants.*

## Additional comments

May be filled by any of the organising partners

Please add in any other comments concerning the preparation and organisation of this event: