



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:	Stefan Jovanović BMU
Event Title:	Start-up training
Event Date:	24.04. & 25.04.2018
Event Venue:	Belgrade Metropolitan University
Type of event: (National, international, press conference, promotional event etc.)	National
Short description:	
Training organised as a support of the competition for the best student's idea.	
Organiser(s):	Belgrade Metropolitan University
Agenda:	
Total number of participants:	17
Links to further information:	
Other personal remarks:	

EVENT ORGANISATION DETAILS



Invitation was sent off to participants on:	15.04.2018
Information Material was sent off to participants on:	15.04.2018
Date of Initial Participant List Compilation:	20.04.2018
Date of Final Participant List Compilation:	25.04.2018
Total Number of Participants Invited	30
Date of Agenda Finalisation:	23.04.2018.
???	
???	

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)

1) N/A

2) N/A

EVENT ROLLOUT

Trainings for students who participate in the competition for the best student idea within the ERASMUS+ project IT4FM was held at Belgrade Metropolitan in Belgrade. The training was realized in two days at both institutions on 24th and 25th of April in Belgrade. Students were trained by University professors whose main expertise is entrepreneurship, innovation, production and competitiveness.

On the first day of the training, students were familiarized with developing of business model and why it is so important to choose appropriate business model for a start-up company, students also got familiar with a canvas business model as a method for developing a successful business model. The second part of a training was dedicated to value proposition design and how to understand customers' needs.

Trainings were held by Prof. Dr. Vladan Madić.

The second day of the training was intended for start-up financing and pitch presenting. Start-up financing was presented through standard financing methods like retail, e-sale and subscription and through lean financing method, also one method of cashflow forecasting was presented. The second part was about pitch presenting and what is important while presenting a pitch.

Trainings were held by Prof. Dr. Viktor Radun.



WP-leader
<i>University of Novi Sad</i>
Task leader
<i>University of Novi Sad</i>

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	35.3%	52.9%	11.8%	0.0%	0.0%
The structure of the programme	47.1%	35.3%	11.8%	5.9%	0.0%
The venue and facilities	47.1%	41.2%	11.8%	0.0%	0.0%
The presentations	58.8%	41.2%	0.0%	0.0%	0.0%
The discussions	76.5%	23.5%	0.0%	0.0%	0.0%



	Strongly agree	Agree	Neutral	Disagree	Strongly disagree
The information I got will be of immediate use to me.	52.94%	47.06%	0.00%	0.00%	0.00%
This event covered to a very high extent the topics I have expected.	58.82%	35.29%	5.88%	0.00%	0.00%
I enjoyed the cooperation and interaction with the other participants.	52.94%	29.41%	17.65%	0.00%	0.00%
My expectations about this event were met or exceeded.	47.06%	52.94%	0.00%	0.00%	0.00%
The materials distributed are useful and informative.	58.82%	41.18%	0.00%	0.00%	0.00%
The discussions were relevant for the participants.	70.59%	23.53%	5.88%	0.00%	0.00%
The methods of working were suitable for the topics and for the participants.	64.71%	23.53%	11.76%	0.00%	0.00%
The overall organisation was professional.	82.35%	17.65%	0.00%	0.00%	0.00%
The time management was always to my fullest satisfaction.	70.59%	23.53%	5.88%	0.00%	0.00%
The style and level of communication between organisers and participants was professional.	52.94%	35.29%	11.76%	0.00%	0.00%
I would recommend this kind of event to my colleagues.	82.35%	17.65%	0.00%	0.00%	0.00%



Prior Experience of Similar Events – Overall %

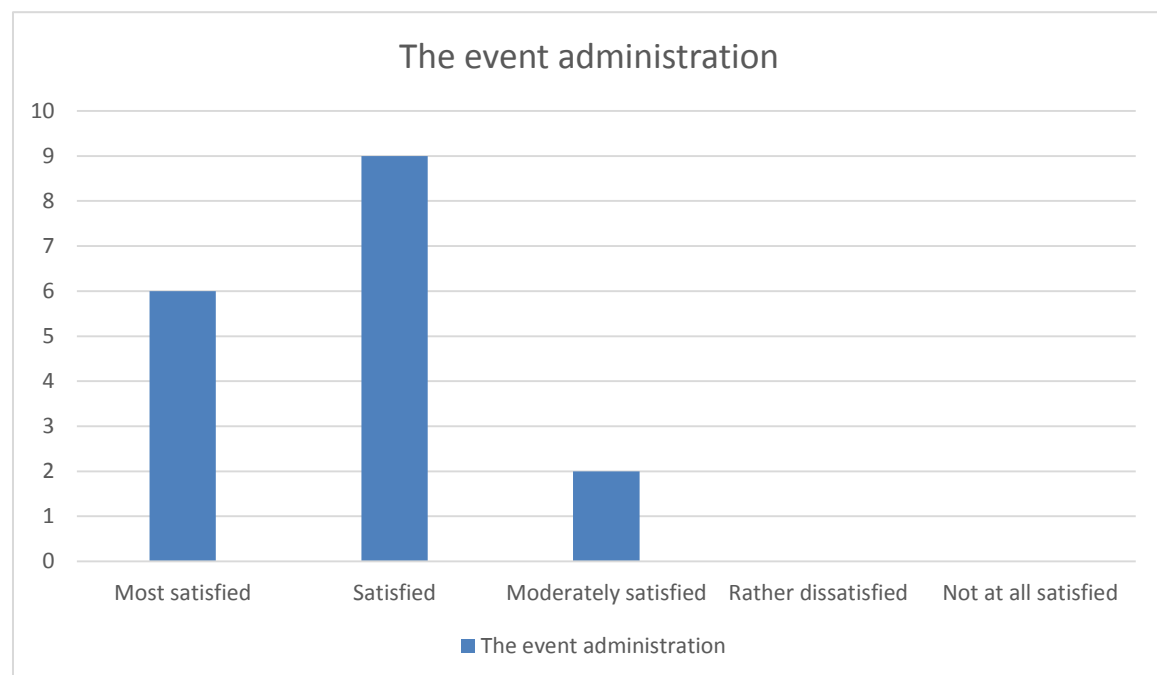
76.5%

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">• xx• xx
Suggestions for the improvement:	<ul style="list-style-type: none">• xx• xx
Any further comments	<ul style="list-style-type: none">• xx• xx

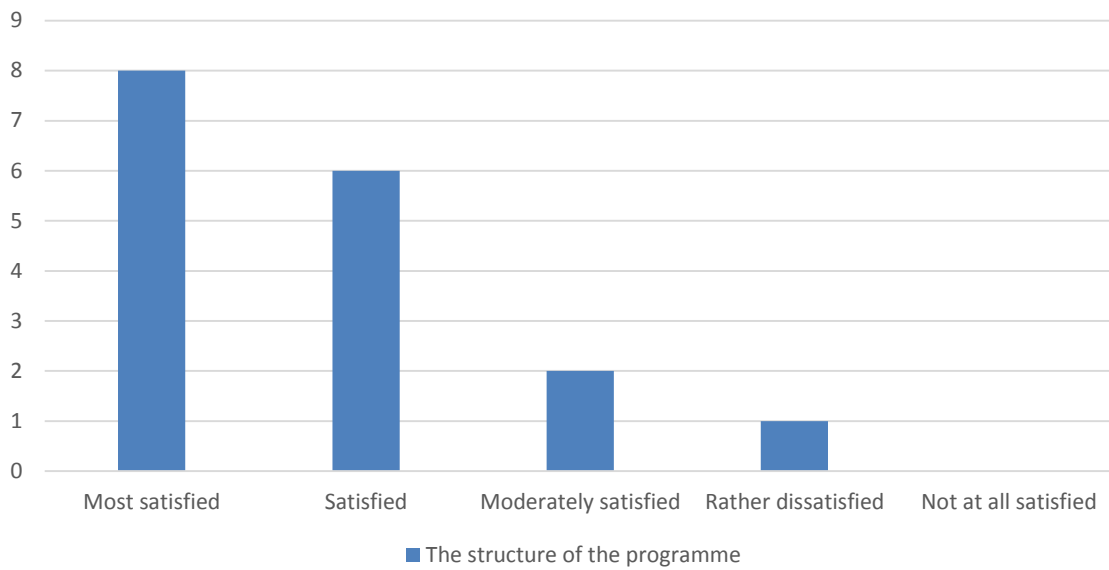
Additional comments

a) Overall, how satisfied were you with:

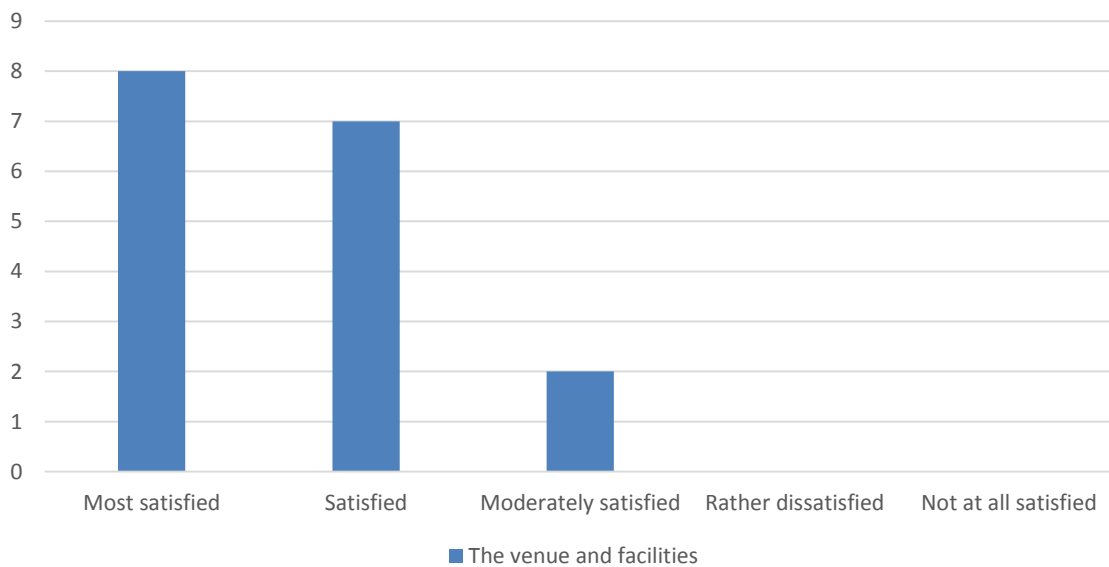


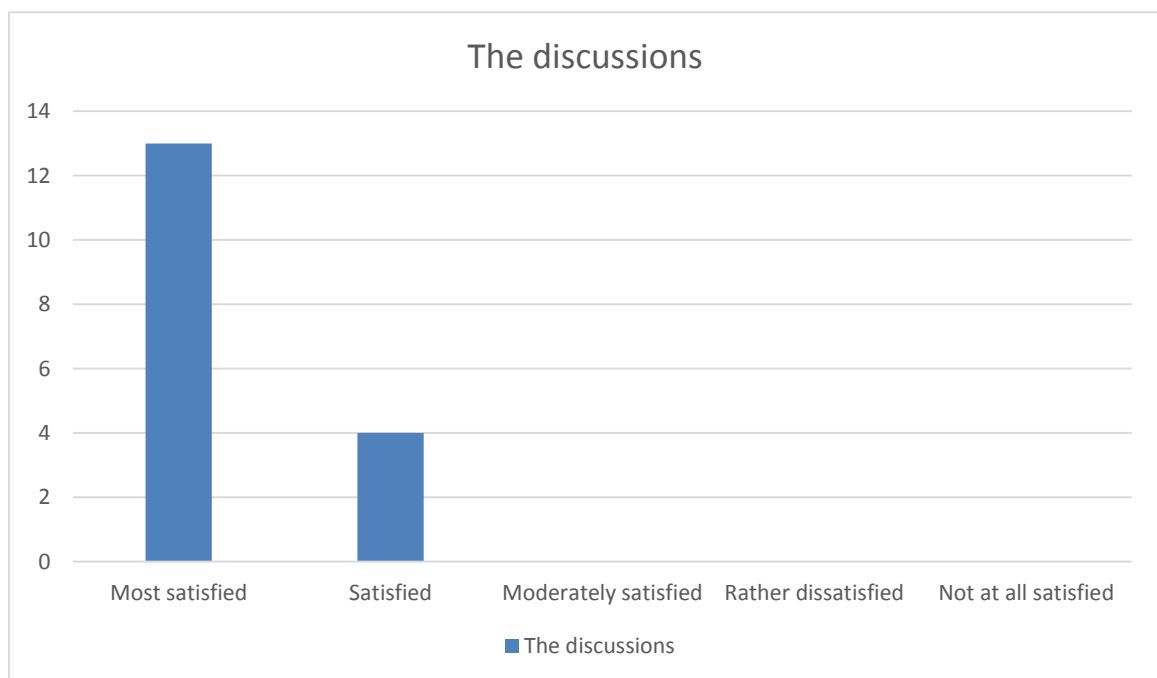
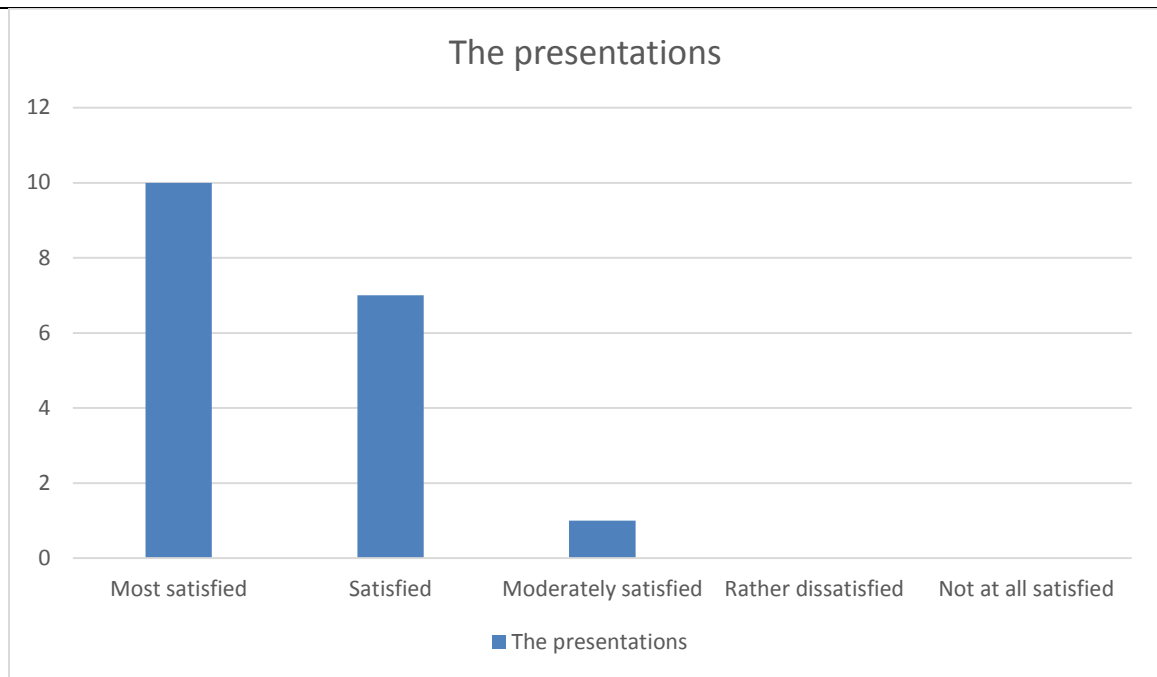


The structure of the programme



The venue and facilities

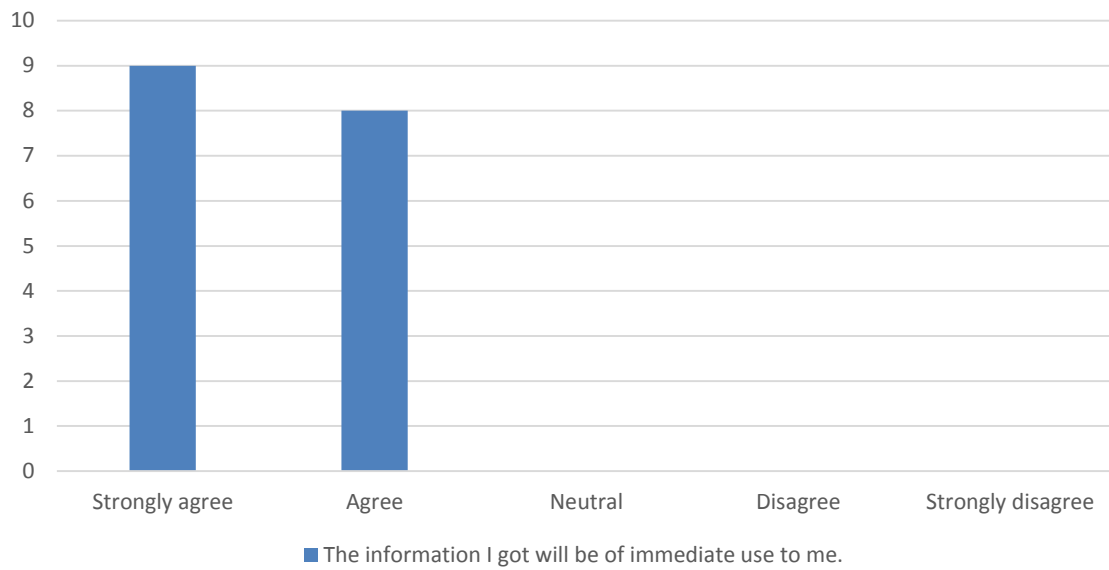




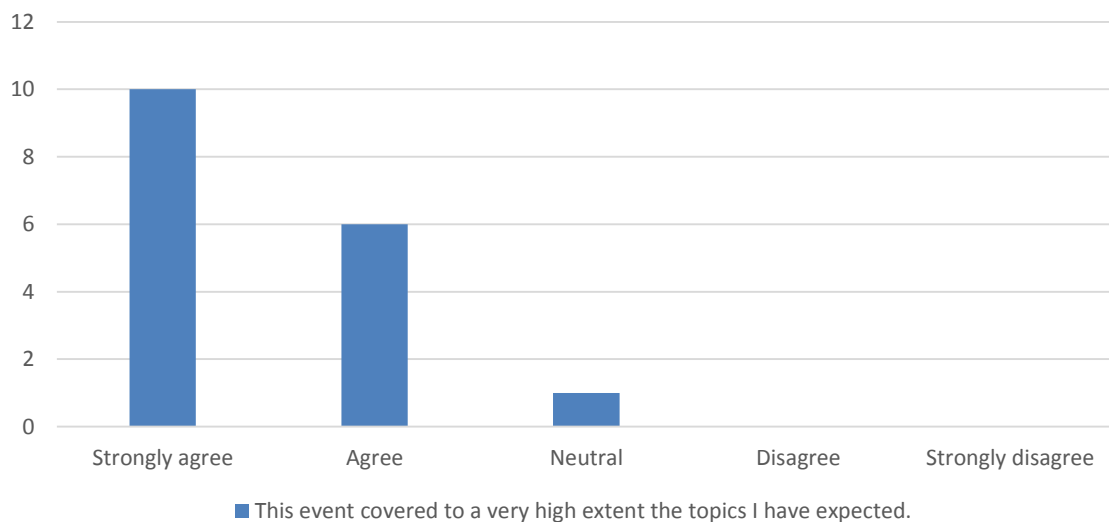
b) Please indicate your agreement with the following statements by ticking the appropriate number:



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

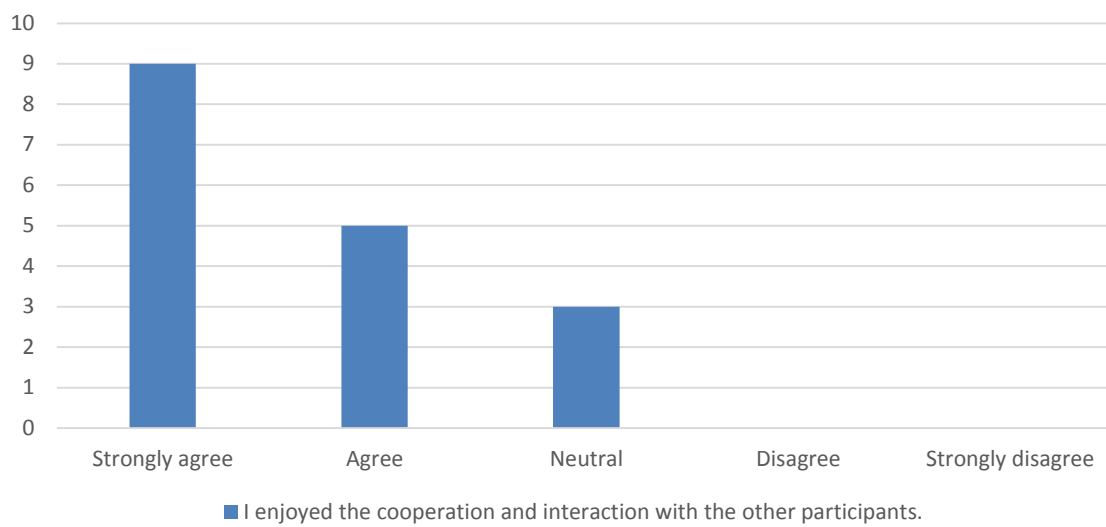


This event covered to a very high extent the topics I have expected.

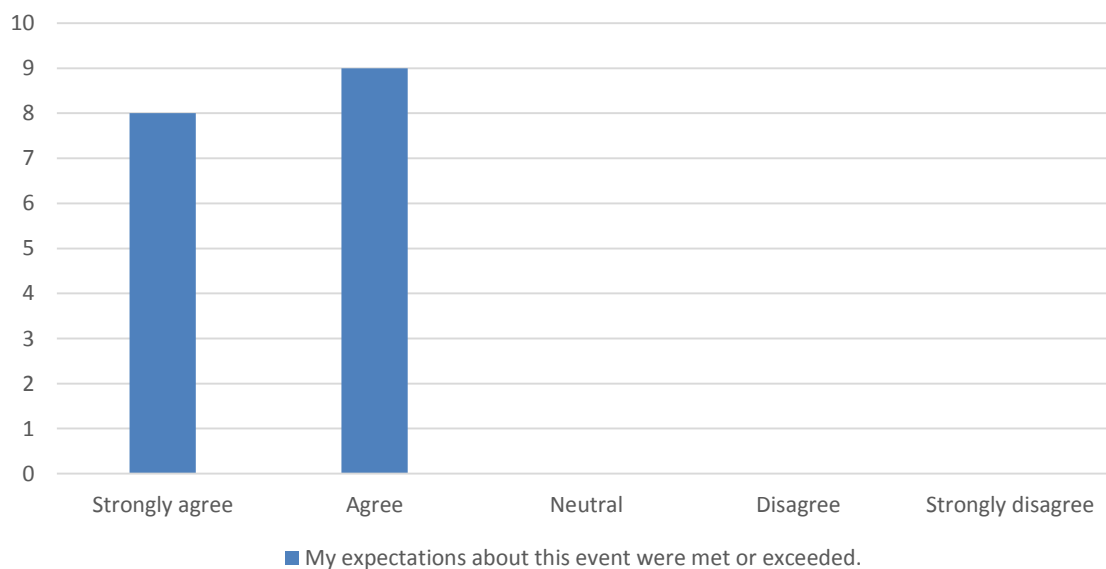




I enjoyed the cooperation and interaction with the other participants.

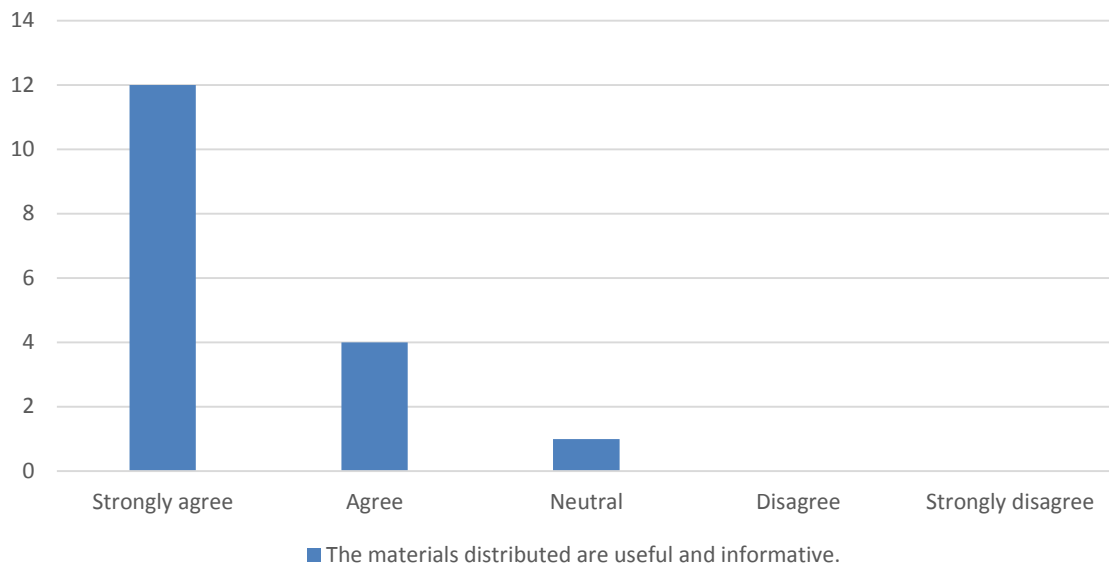


My expectations about this event were met or exceeded.

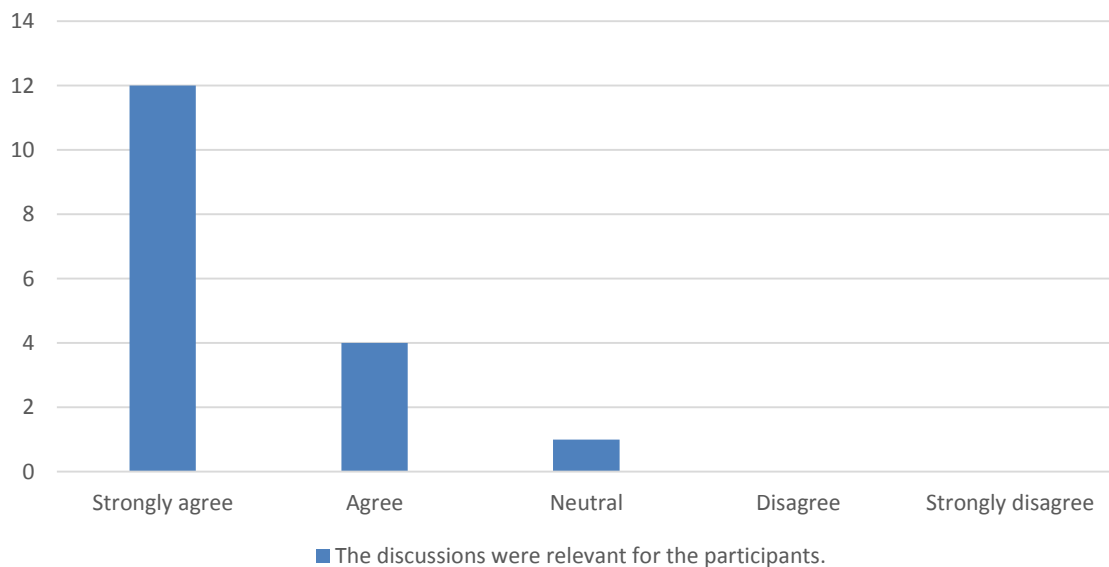




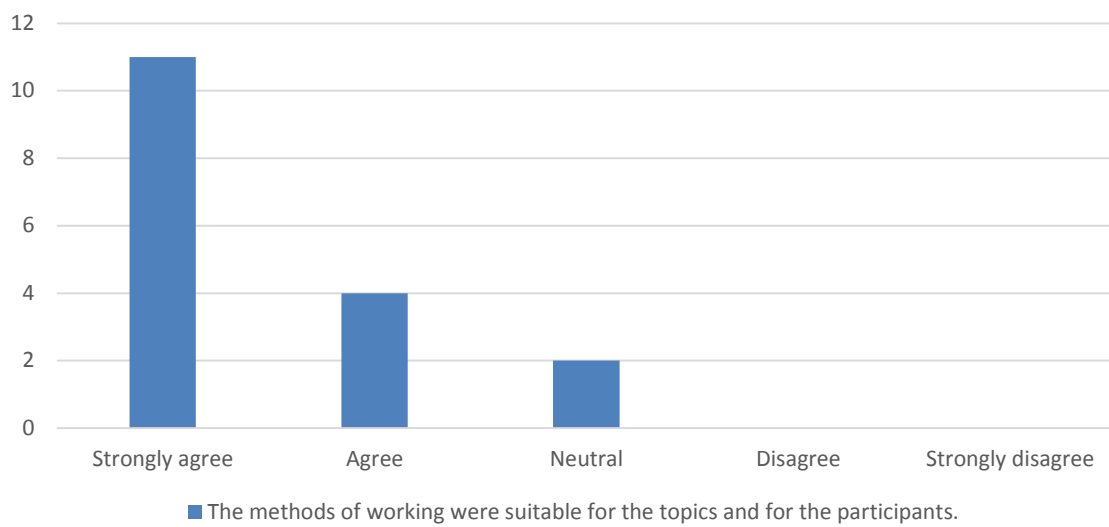
The materials distributed are useful and informative.



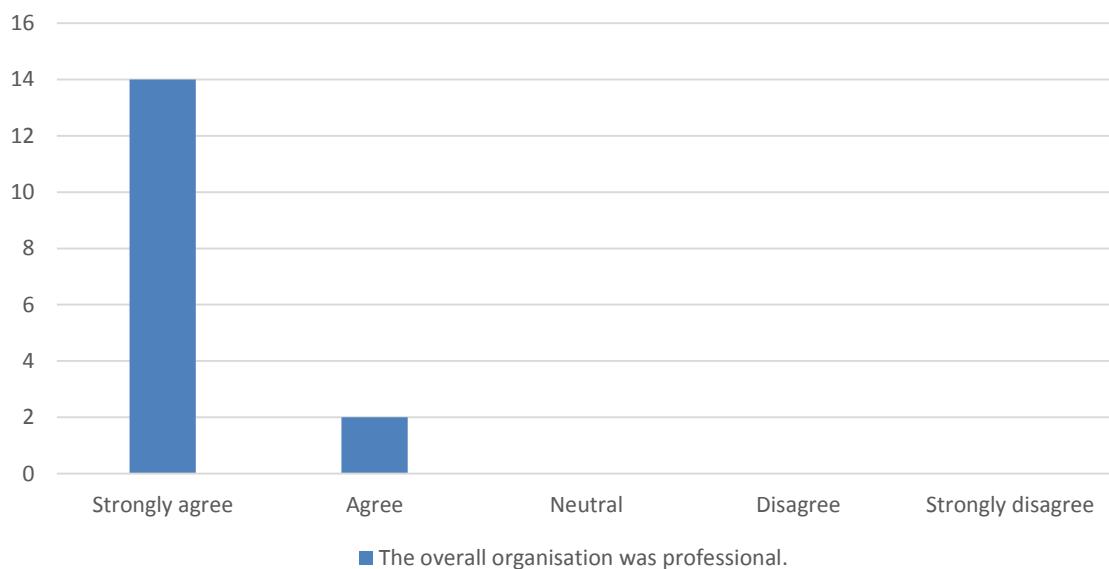
The discussions were relevant for the participants.



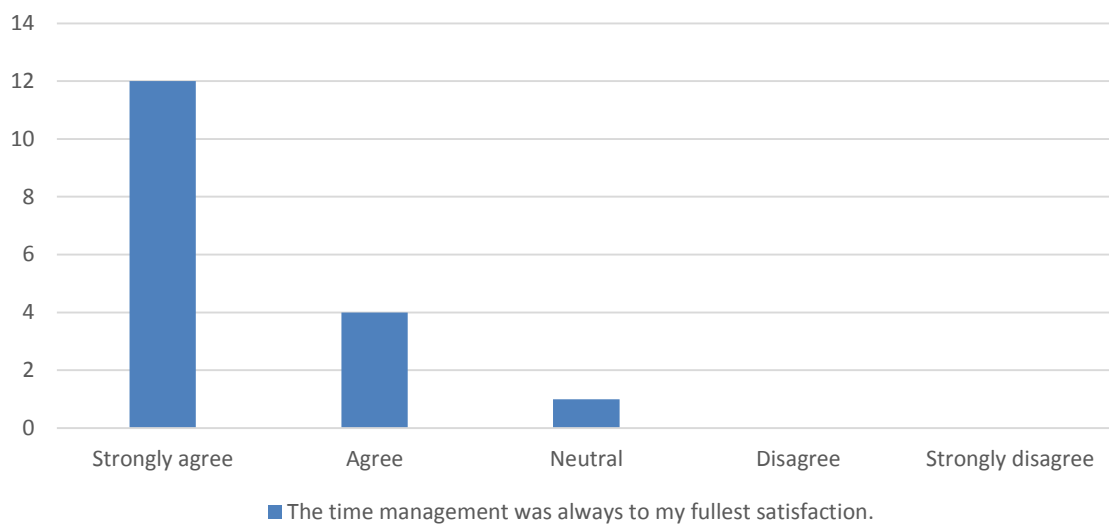
The methods of working were suitable for the topics and for the participants.



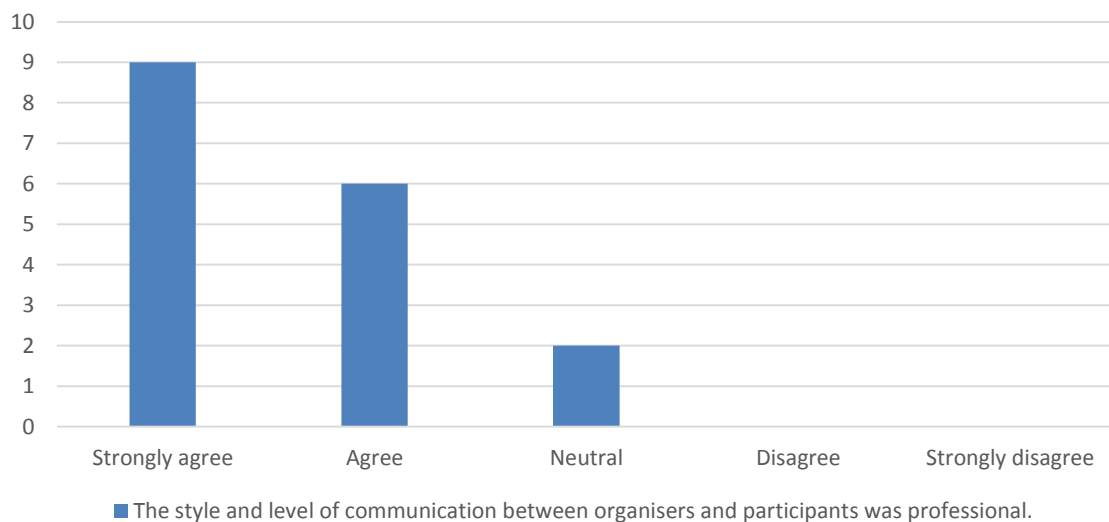
The overall organisation was professional.

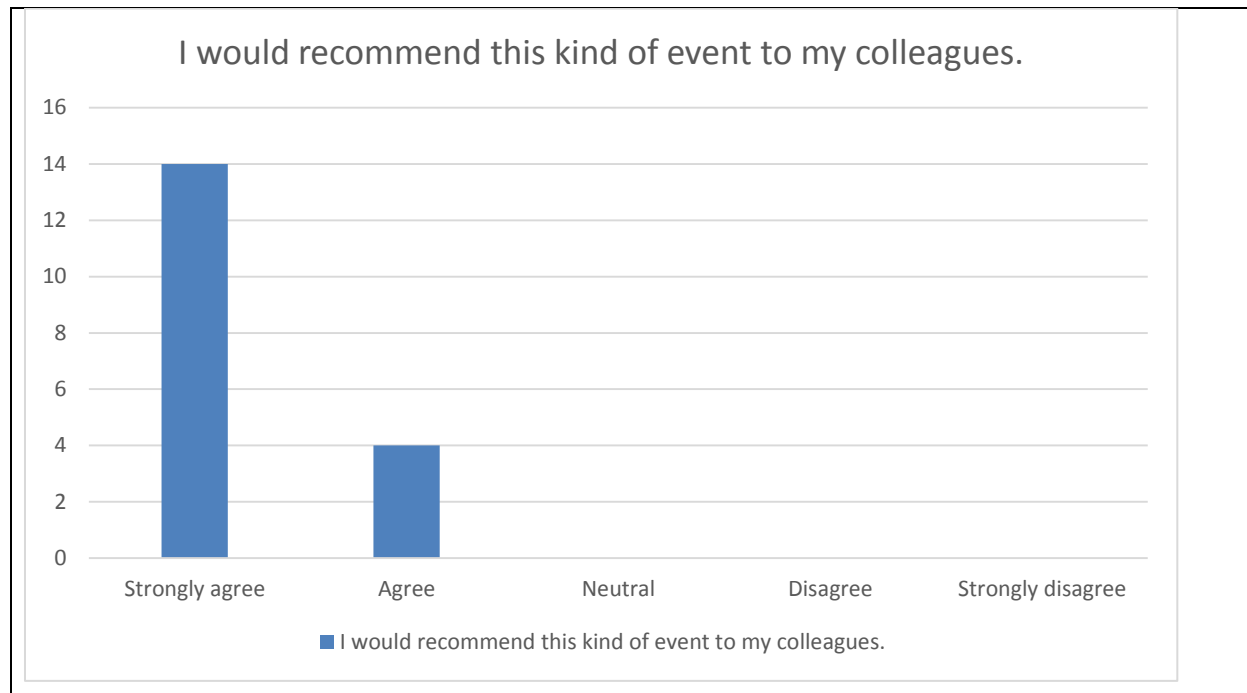


The time management was always to my fullest satisfaction.



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





Lessons learned

- *Business model development*
- *Business model validation*
- *Finance for start-ups*
- *Elevator pitch*



Additional comments

Agenda

AGENDA		
Tuesday , 24th april 2018		
<i>Belgrade Metropolitan University</i>		
<i>Belgrade, Tadeuša Košćuška 63</i>		
15:00 – 15:30	Registration of participants	
15:30 – 16:30	Business model development	<i>Vladan Madić, PhD</i>
16:43 – 17:30	Business model validation	<i>Vladan Madić, PhD</i>

Thursday, 25th april 2018		
<i>Belgrade Metropolitan University</i>		
<i>Belgrade, Tadeuša Košćuška 63</i>		
14:00 – 14:30	Registration of participants	
14:30 – 15:30	Finance for start-ups	<i>Viktor Radun, PhD</i>
15:30 – 16:30	Elevator pitch	<i>Viktor Radun, PhD</i>



Participants list



Funded by the
Erasmus+ Programme
of the European Union


IF4TM

Attendance List

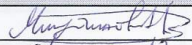
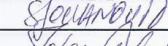
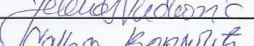
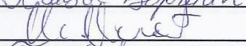
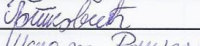
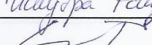
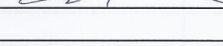

Event:	Start-up training
Venue:	Belgrade Metropolitan University
Date:	24.04.2018.
Organisers:	Belgrade Metropolitan University

	Name	Organisation	Signature
1	KADAN MAOIC	BMU	B May
2	Vukobrat Mitinovic	BMU	Vukobrat Mitinovic
3	Matija Nast	BMU	Matija Nast
4	Marija Bratovic	BMU	Marija Bratovic
5	Stefan Jovanovic	BMU	Stefan Jovanovic
6	Nyka Caricovic	BMU	N.C.
7	Penka Todorovic	BMU	Penka Todorovic
8	BARBARA EUIJK	BMU	BARBARA EUIJK
9	KATARINA SREDOJEVIC	BMU	Katarina Sredojevic
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Attendance List

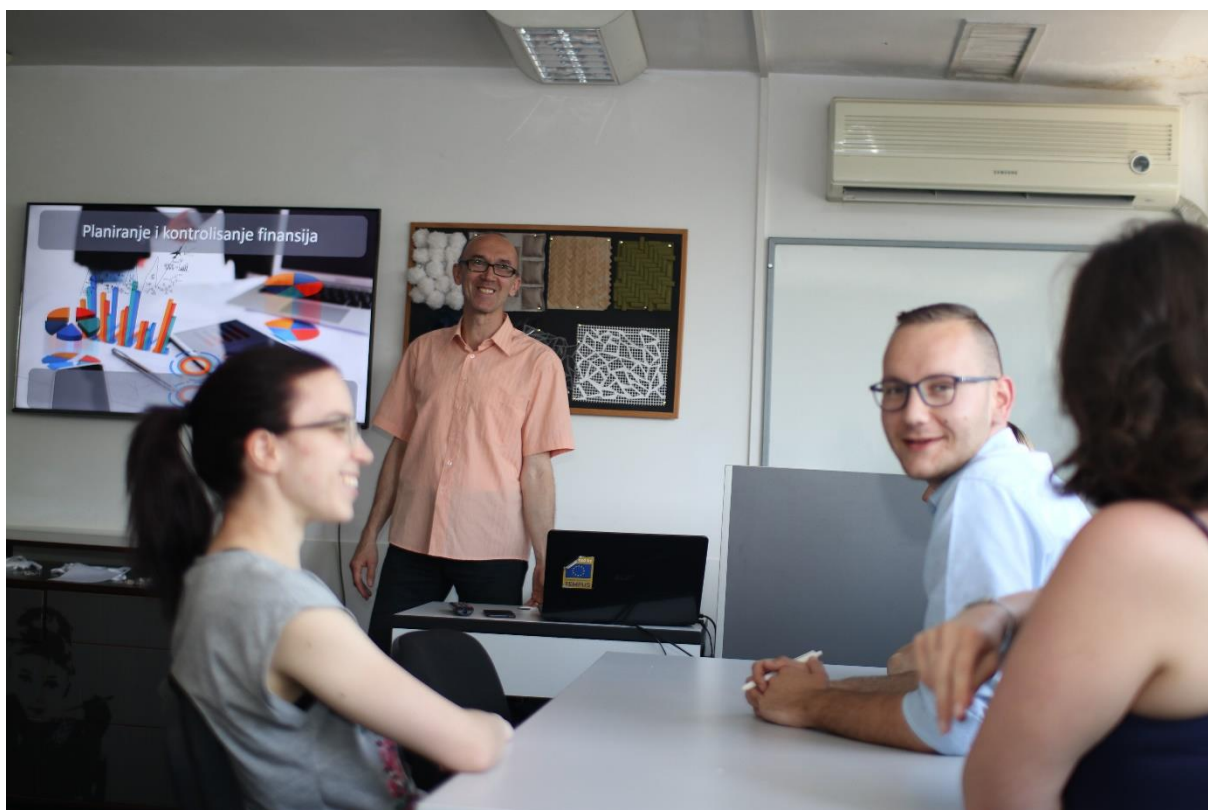
Event:	Start-up training
Venue:	Belgrade Metropolitan University
Date:	25.04.2018.
Organisers:	Belgrade Metropolitan University

	Name	Organisation	Signature
1	Vesna Milosavljevic	BMU	
2	Stefan Jankovic	BMU	
3	Jelena Lickovic	BMU	
4	Cam Boparuk	BMU	
5	Marina Jelic	BMU	
6	Petar Lickovic	BMU	
7	Isidora Rackov	BMU	
8	dog Direktor Radun	BMU	
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Pictures











May be filled by any of the organising partners

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