

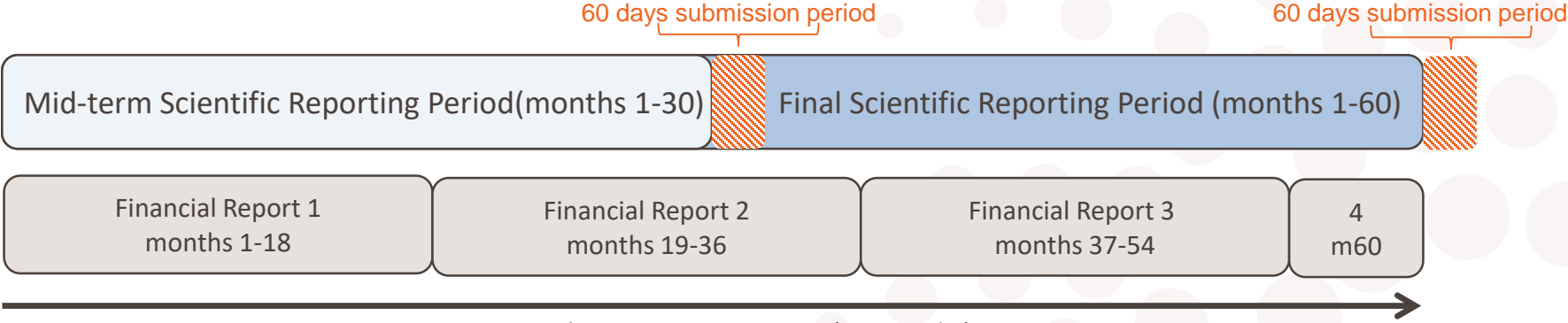


Guidance on the ERC scientific reporting in Horizon 2020

Contact: ERC-SCIENTIFIC-FOLLOW-UP@EC.EUROPA.EU

ERC Scientific Reporting - Overview

- The idea of the ERC scientific reports is to **give a concise overview of the progress of the scientific work**, as compared to the Description of the Action given in the grant agreement.
- There is **usually no need to go into a lot of scientific detail**. You can refer to publications and other project outputs instead.
- For most ERC projects **two scientific reports** need to be prepared: one at mid-term and one at the end of the project. They need to be submitted within 60 days of the end of the reporting periods.

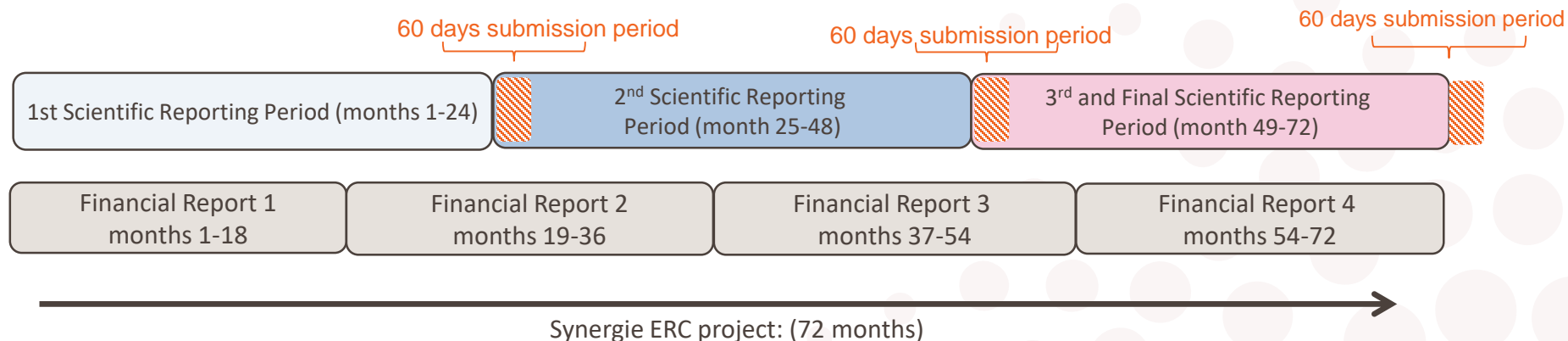


ERC Scientific Reporting - Overview



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Reporting period for ERC Synergie Grants



ERC Scientific Reporting - Structure



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The Scientific Report consists of two parts:

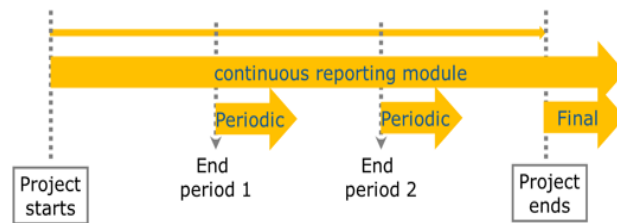
PART A of the Scientific report is automatically generated by the IT tool and contains:

- The cover page;
- A summary for publication;
- A list of publications;
- Follow up of ethics deliverables, and
- Other issues related to the project implementation.

PART B of the Scientific report a narrative part that includes a summary of the major project achievements, a description of the major problems or difficulties encountered, and a overall assessment of the achievements and success of the project.

The **CONTINUOUS REPORTING** functionality is activated at the time the project starts and it is continuously open to report on publications, communications activities and the answers to the questionnaire on horizontal issues.

- *Continuous reporting module*
- *Periodic reporting module*



Open your project in the Funding & Tenders portal



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1) Log on to the **Funding & Tenders portal** with your 'EU Login' account credentials.

2) Click on 'Manage Project' in the 'Actions' menu next to your ERC project .

The screenshot shows the 'Funding & tender opportunities' portal. The top navigation bar includes 'SEARCH FUNDING & TENDERS', 'HOW TO PARTICIPATE', 'PROJECTS & RESULTS', 'WORK AS AN EXPERT', and 'SUPPORT'. A 'Login' button is circled in red. The left sidebar has a 'My Project(s)' menu item circled in red. The main content area shows a table with one project entry: 'ERC-2014-STG' under 'H2020' with 'Active' phase. An 'Actions' dropdown menu is open, with 'Manage Project' circled in red.

ACRONYM	CALL	PROGRAM	PROJECT	PHASE	ACTIONS
	ERC-2014-STG	H2020		Active	Actions Project Consortium Manage Project View proposal

Open the 'Scientific Reporting' for your ERC project



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RESEARCH & INNOVATION
Grant Management Services

Barbara GONZALEZ LOBO

MY PROJECT

HORIZON 2020

Call: ERC-2014-CoG
Type of Action: ERC-COG
Acronym: EVOLHGT
Current Phase: Grant
Management
Number: 648440
Duration: 60 months
GA based on the: H2020 ERC
MGA — Mono - 2.0
Start Date: 01 Jun 2015
Estimated Project Cost:
€1,820,865.00
Requested EU Contribution:
€1,820,865.00
Contact: [Naima EL GANA](#)

Latest Legal Data
Active Processes
Document Library
Communication Centre
Archived Processes

Scientific Reporting
REP-SCI-648440-1 - period
01/06/2015 > 30/11/2017
06 Dec 2017
Draft Submitted Completed

Scientific Part contribution
Scientific Report composition

Process documents
Process communications
Process history

Continuous Reporting
648440 - EVOLHGT
06 Apr 2016
Started Completed

Continuous reporting data
Process documents
Process communications
Process history

Click on the **'Scientific Part'** link to open the scientific report in a new window (see next slide).

The information given in the **'Continuous Reporting'** section is automatically copied into the scientific reports.

ERC scientific report: Summary for publication



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Grant Management

ERC-COG

THE FRAMEWORK PROGRAMME FOR RESEARCH AND INNOVATION

HORIZON 2020

Period No: 1 Duration (months): 18
Reporting Period : [15 May 2016 - 14 Nov 2017]

Summary for publication

Deliverables, Ethics, DMP, Other Reports

Publications

Patents (IPR)

Project achievements

Problems and difficulties

Expeditions and awards

Dissemination and outputs

Keywords

- This text will be published on the [CORDIS website](#), together with general information about your project (acronym/title, grant amount, abstract, ...).
- Give a **short description of the activities** carried out in your ERC project, using an accessible language aimed at a general public audience.
- You can upload an image to illustrate your research if you wish.
- **Do not give any personal or confidential information in this section.**

ERC scientific report: Publications



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Grant Management

ERC-COG
THE FRAMEWORK PROGRAMME FOR RESEARCH AND INNOVATION
HORIZON 2020
Period No: 1 Duration (months): 18
Reporting Period : [15 May 2016 - 14 Nov 2017]

Summary for publication ✓

Deliverable Ethics, DMP, Other Reports ⓘ

Publications ✓

Patents (IPR) ⓘ

Project achievements ✓

Problems and difficulties ✓

Expeditions and awards ✓

Dissemination and outputs ✓

Keywords ✓

Scientific Report

- Report all publications **resulting from your ERC project** – **Scale of 1 (core) to 5 (periphery)**.
- You can mention manuscripts under review in the narrative "Project achievements" section.
- The **acknowledgement of the ERC funding** is mandatory. [\[click here for more information\]](#)
- All **peer-reviewed publications relating to the results** of ERC projects need to be made available through Open Access, **including monographs and book chapters**. [\[click here for more information\]](#)
- You can import publication data with the DOI (digital object identifier) – see next slide.

DOI

Type of publication

Repository Link

Link to the publication

Title

Authors

Relevant Pages

ISBN

Publisher

Place of publication

Year of publication

Is this publication available in Open-Access, or will it be made available?
 Yes - available in Green Open Access
 Yes - available in Gold Open Access
 No

Length of the Embargo, if any months

Is this a peer-reviewed publication?
 Yes No

Is this a joint public/private publication?
 Yes No

Copy the DOI here to fetch the publication data from the internet.

Add the information on Open Access and other details for each publication.

- The "Repository Link" needs to point to the deposited final manuscript (postprint/author's accepted manuscript) in an Open Access repository, such as arxiv, Europe PMC, Zenodo, or similar, not the journal website.
- The "Link to the publication" is optional. You can use it when the publications does not have a DOI.

Name project team members that are in the author's list (excluding the Principal Investigator)

How representative of the core output of the project, in relation to the project objective, is this publication?

List team members that are in the authors list - to help us link publications to your team.

Indicate on a scale from 1 ('core') to 5 ('periphery') how representative of the core output of the project the publication is - in relation to the project objectives.

Open Access to publications



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All peer-reviewed publications relating to the results of ERC projects need to be made available through Open Access, including monographs and book chapters.

GREEN

- **'Green' Open Access/ Self-archiving:** deposition of the final manuscript (postprint/ author's accepted manuscript) in an **Open Access repository** upon publication.
- Maximum embargo periods: **6 months for Physics & Engineering and Life Sciences, 12 months for Social Sciences and Humanities.**

GOLD

- **'Gold' Open Access/ Open access publishing:** publication in Open Access or in hybrid journals for immediate availability through Open Access.
- Deposition of the final manuscript in an **Open Access repository** upon publication.
- Typically, a **fee** needs to be paid to the journal/publisher ("Article Processing Charge"/APC), which is an eligible cost, in accordance with the provisions of the grant agreement.

ERC scientific report: Project achievements



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Grant Management

Scientific Report

ERC-COG
THE FRAMEWORK PROGRAMME FOR RESEARCH AND INNOVATION
HORIZON 2020
Period No: 1 Duration (months): 18
Reporting Period : [15 May 2016 - 14 Nov 2017]

Summary for publication ✓

Deliverables Ethics, DMP, Other Reports ⓘ

Publications ✓

Patents (IPR) ⓘ

Project achievements ✓

Problems and difficulties ✓

Expeditions and awards ✓

Dissemination and outputs ✓

Keywords ✓

- Give a **concise description of the progress of the scientific work** carried out in your ERC project, as compared to the Description of the Action given in the grant agreement.
- **There is usually no need to go into a lot of scientific detail.** You can instead make reference to publications and other project outputs.
- Each of the text boxes has a **4000-characters limit** (6000 for section 1.1). If you copy & paste longer texts into these text boxes they get cut off at the limit.

ERC scientific report: Problems and difficulties



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Grant Management

ERC-COG
THE FRAMEWORK PROGRAMME FOR RESEARCH AND INNOVATION
HORIZON 2020
Period No: 1 Duration (months): 18
Reporting Period : [15 May 2016 - 14 Nov 2017]

Scientific Report

Summary for publication	Deliverables Ethics, DMP, Other Reports	Publications	Patents (IPR)	Project achievements	Problems and difficulties	Expeditions and awards	Dissemination and outputs	Keywords
✓	i	✓	i	✓	✓	✓	✓	✓

- In this section you can point out problems and difficulties (if any), both with regard to the scientific work, as well as with regard to the project implementation.
- It is also the place to indicate any corrective actions you may envisage.
- Depending on the scientific discipline and type of research, some sections of the ERC scientific report may not apply to your project.

ERC scientific report: Expeditions and awards



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A screenshot of the ERC scientific report interface. The top bar is dark blue with 'Grant Management' on the left and 'Scientific Report' on the right. Below this is a navigation menu with several items: 'ERC-COG' (with a globe icon and 'THE FRAMEWORK PROGRAMME FOR RESEARCH AND INNOVATION HORIZON 2020'), 'Summary for publication' (with a green checkmark), 'Deliverables Ethics, DMP, Other Reports' (with an information icon), 'Publications' (with a green checkmark), 'Patents (IPR)' (with an information icon), 'Project achievements' (with a green checkmark), 'Problems and difficulties' (with a green checkmark), 'Expeditions and awards' (with a green checkmark and a red circle around it), 'Dissemination and outputs' (with a green checkmark), and 'Keywords' (with a green checkmark). The left sidebar shows 'Period No: 1', 'Duration (months): 18', and 'Reporting Period : [15 May 2016 - 14 Nov 2017]'.

- In this section you can **highlight research expeditions** and any kind of **awards or honours** you or your team members have received for your research.
- Depending on the scientific discipline and type of research, some sections of the ERC scientific report may not apply to your project.

ERC scientific report: Dissemination and outputs



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The screenshot shows the ERC Grant Management interface. At the top, it says 'Grant Management' on the left and 'Scientific Report' on the right. Below this, there's a header for 'ERC-COG' with the 'HORIZON 2020' logo. Underneath, it lists 'Period No: 1', 'Duration (months): 18', and 'Reporting Period : [15 May 2016 - 14 Nov 2017]'. The main content area is a grid of sections, each with a green checkmark icon. The sections are: 'Summary for publication', 'Deliverables Ethics, DMP, Other Reports', 'Publications', 'Patents (IPR)', 'Project achievements', 'Problems and difficulties', 'Expeditions and awards', 'Dissemination and outputs' (highlighted with a red circle), and 'Keywords'. Each section has a green checkmark icon, indicating it is completed.

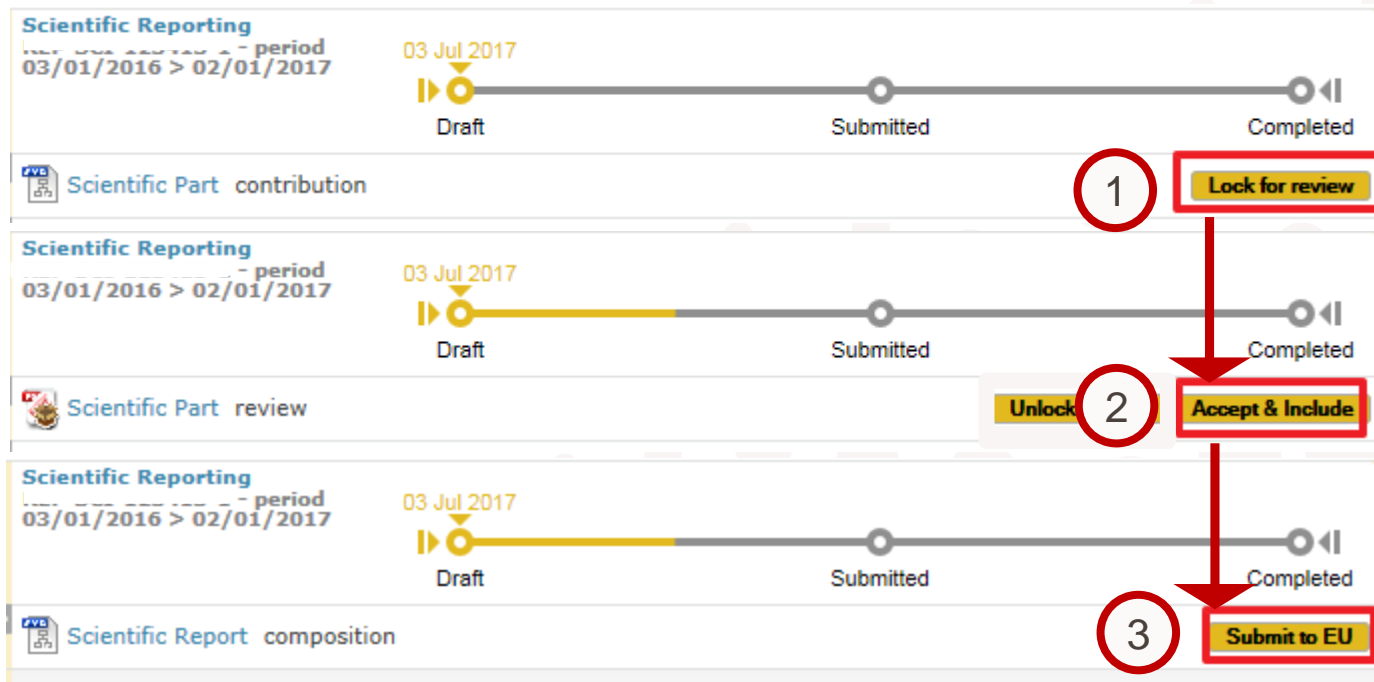
- In this section you can **highlight important conferences and events** related to your project, both for academic and non-academic audiences.
- You can also provide information on any **other project output**, such as software, tools, or media.
- Depending on the scientific discipline and type of research, some sections of the ERC scientific report may not apply to your project.

Save the report when all sections are completed, and go back to the **Research & Innovation – Grant Management Service** window (see slide 4).

Click steps 1-3 to submit your ERC scientific report

You need a "Coordinator" or "Primary Coordinator" user profile in the **Grant Management Service Portal** to submit the scientific report.

Should you not have such a profile, **your host institution needs to create one** for you.



You can contact us at ERC-SCIENTIFIC-FOLLOW-UP@EC.EUROPA.EU

Useful links



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- [FUNDING & TENDER OPPORTUNITIES Portal](#)
- [CORDIS](#)
- [European Research Council \(ERC\) Periodic scientific report TEMPLATE](#)
- [Open Access](#)
- [The acknowledgement of the ERC funding](#)