

## Guidelines for Fellow's Final Scientific Report

Dear Fellow,

Once you have completed your AgreenSkills+ fellowship, you must produce a Final Scientific Report and send it by e-mail to the AgreenSkills+ management team at the end of your mobility period. **The submission of this report is mandatory** for every fellow and it is the key element for obtaining the AgreenSkills+ Certificate.

The purpose of the Final Scientific Report is to provide a valuable account of the objectives, methodology, process and results of your mobility research project, as well as your perspective on the added value brought by the mobility component of your fellowship. It represents the final progress and achievement report on your mobility research project and at the same time it allows you to share your next challenges and future career perspectives and projects with AgreenSkills+ and the European Research communities.

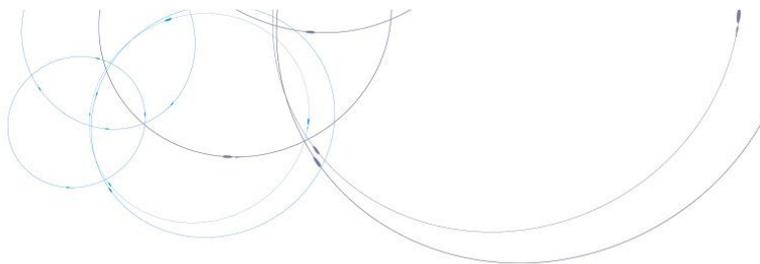
The Final Scientific Report will be considered, by the Programme coordinators, as part of the self-evaluation of the programme required by the REA (Research Executive Agency of the European Commission).

Fellows are free to choose the final format for their report. Nevertheless it is mandatory to follow the structure and answer the different items outlined in the guidelines below.

AgreenSkills+ is committed to protecting the confidentiality rights of a fellow's unpublished research. **Should you wish to keep any part of the research mentioned in your Final Scientific Report confidential, please bring this to our attention at the time of its submission.**

Should you have any questions regarding the Final Scientific Report submission, please do not hesitate to contact us.

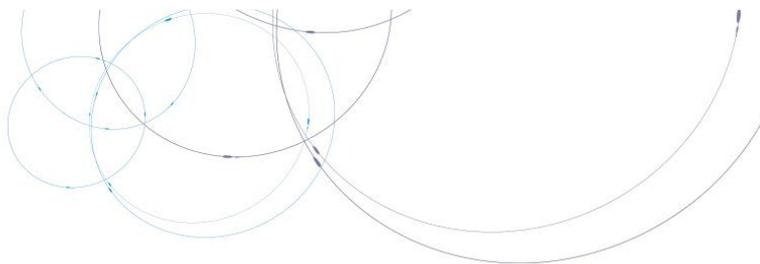
The Programme Management Team  
[programme-management@agreenskills.eu](mailto:programme-management@agreenskills.eu)



Fellow's Final Scientific Report

Final Report Abstract

<b>Application ID</b>	<i>This is the <b>application identification number</b> which is the number automatically provided by the online application system when you have submitted your project proposal.</i>
<b>Fellow's full name</b>	<i>First name /Family name</i>
<b>Title of the mobility research project</b>	
<b>Name and location of the receiving laboratory</b>	<i>Full official name and postal address</i>
<b>Dates of the mobility period</b>	<i>Dates mentioned in your job contract (incoming fellow) or travel dates (outgoing fellow)</i>
<b>Keywords</b>	
<b>Abstract</b>	<i>The summary (the most significant scientific results) of your report should be no longer than 200-300 words.</i>



## Scientific Report

The Scientific Report must be written in English and should have 5 to 10 pages in length, written in Arial, 11 pt., single-spaced, excluding any charts, illustrations and list of publications or references.

It has a free format, but should include the five essential elements listed below:

### I. Context and outputs of the Scientific research project

In this part of your report you should write about your research mobility project, including its overall scientific concept and objectives, approaches, methodology, and the most important results obtained during your fellowship. Please report if there was a fundamental change in your research orientation between the start date and the end of your research mobility and if so what form did the change take and which effect it had on your research work.

Describe your research project achievements and main results, as well as any difficulties or obstacles you might have encountered that prompted you to modify your timetable or methodology.

In addition explain what the final outcomes of your research have been and their scientific, technological, economic and/or societal impacts in the short, medium and long term.

Finally, indicate whether and how this research will be taken forward in your future, after the end of your fellowship.

Please note that charts or illustrations can also form a part of your scientific report<sup>1</sup>.

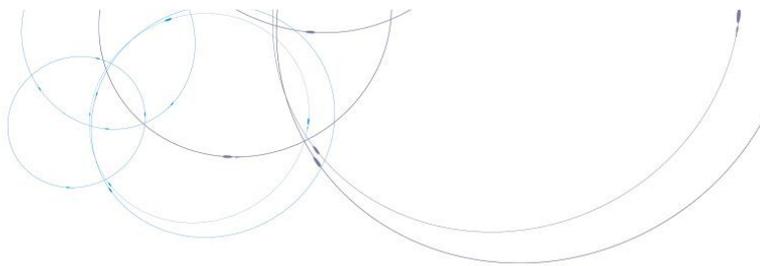
### II. Publications and conferences

You should provide a list of any publications or patents relating to the research undertaken during your mobility project that have been published or are pending to be published. Please note the following points:

- The list of your publications must be numbered, in chronological order with the most recent first;
- Publication details must be according to standard systems of referencing e.g. Authors (x, y, z...), year, title, journal, issue n°/volume/page range);
- All contributing authors must be specified, your name highlighted in bold and the authors' order respected;
- The symbol '†' must be added next to publications to denote that the article relates to research conducted as part of your research mobility project. (N.B. Please ensure that AgreenSkills is properly acknowledged in these publications, in accordance with the terms of your fellowship agreement).

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In addition to this list of publications, please indicate your participation to conferences during your mobility stay; precise if it was related to your mobility research project and specify if poster presentation and/or oral presentation.

### III. Other activities

Besides the scientific work that was done in the frame of your research project, you are invited to describe your participation to other additional activities as proposal writing, teaching activities, masters or PhD supervision, etc. performed during your fellowship.

### IV. Networking, partnerships and scientific environment

Please mention in this section the networking opportunities you were able to establish, as well as any partnerships or collaborations you formed during your AgreenSkills+ fellowship. This can include teams or institutions that you worked with, both in France or abroad, collaborations that have led you to publish joint publications, and/or invitations to exchange practices and collaborate with other researchers or laboratories in the future.

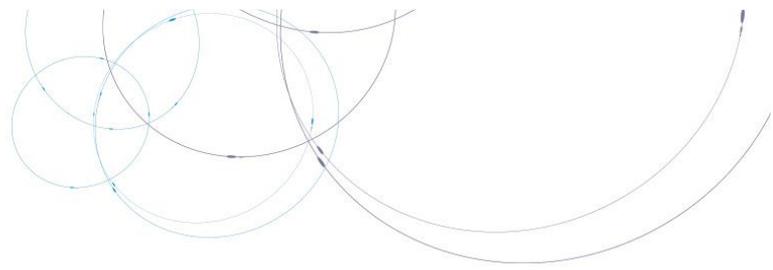
### V. Training opportunities

You can provide a list of the scientific and non-scientific training courses you have taken as part of your AgreenSkills+ fellowship. You can also describe the new techniques or skills that you have learned and developed as part of the research conducted in your hosting unit or through any of its partners.

### VI. Conclusion

In this part of your report you can share with us your AgreenSkills + fellowship experience from a mobility perspective. In particular, you should describe the added value that your postdoctoral fellowship has offered you as regards your move from one country to another, working in a new scientific environment (in the receiving laboratory), and experiencing a research and/or academic system that might differ from the one(s) you had previously met in your research career. You should also point out the importance of your research topic(s) and how your findings can be used for future research (research follow-up suggestions).

***In the end please describe how participating in the AgreenSkills+ fellowship impacted and inspired your future career projects and which are your plans and ambitions within your current position.***



Once completed your report, please submit it via email to:

[ioana.stanciu@inra.fr](mailto:ioana.stanciu@inra.fr), AgreenSkills+ Executive Manager

Upon acceptance for the Final Scientific Report your AgreenSkills + research project will be considered officially finalised .Furthermore, the report will be uploaded on your online AgreenSkills+’ account and will be sent to the European Commission’s Research Executive Agency, only if it is explicitly requested by them.