Midterm project review report

Project acronym:
Project full title:
AAL project number:

Project starting date:
Project duration: months

Coordinator:
Coordinator e-mail:
Project web site: http://

Period covered by the report: xx months / yy months

Place of review meeting:
Date of review meeting:

Reviewer(s):

CMU representative:

Lead NCP (present/not present):

Other NCPs present:
Overall Project Evaluation

Outline of project:
(a short description of the project idea, the implementation of the idea in a project, the consortium composition and the projects achievements and progress towards objectives and plans for the remaining project period and the envisioned future for the project achievements after the project period)

Conclusion of the review:

Recommendations concerning the first project period:

Recommendations concerning future work within the project period:

Recommendations in relation to the 2–4 years following the project period (potential market introduction):

Structured assessment:

☐ Excellent progress - the project has fully achieved its objectives and technical goals for the period and has even exceeded expectations. The end-user and demand driven innovation has been remarkable.

☐ Very good progress - the project has achieved most of its objectives and technical goals for the period with relatively minor deviations. The end-user involvement has been satisfactory.

☐ Good progress; however major component(s) of the project need corrective actions, see recommendations.

☐ Just acceptable progress - the project has achieved some of its objectives; however, corrective action will be required – see recommendations for future work.

☐ Unsatisfactory progress - the project has failed to achieve key objectives and/or is not at all on schedule or end-user involvement is not satisfactory.

Comments to the assessment (if any):
Summary of the review:
(where, when, who was present, quality of the materials and demos provided and the answers given)

Details

Progress in technology innovation:

Progress in addressing end-user demands:

Progress in integration of technology in service-delivery:

Progress in value-creation models of AAL:

Applied ethics:
Technical, administrative and financial management of the project:

Project collaboration and communication aspects:

Resource utilization description and assessment:

Deviations from plans in management issues:

IPR issues management:

Business models development:

Dissemination:

Impact assessment:

Name(s) of reviewers(s):

Date and Place:

Signature(s):
Annex 1: Detailed Agenda of the Review
Annex 2: Presence List