

Challenge

FP-tools offers a comprehensive browser-based authoring & project management suite for European research projects. Author-e is an accessible and easy-to-learn tool for collaborative proposal writing and project management in Horizon Europe.

A detailed proposal and periodic report requires the active participation of professionals with diverse skills and knowledge. Author-e provides a clear overview of the progress. Elaborated collaboration functionalities facilitate and simplify writing, budgeting and project management.

Horizon Europe
European Union funding
for Research & Innovation

Benefits

Why use Author-e?

Real time and consistent: texts and data are stored in a centrally managed repository and are immediately available after saving: this reduces waiting times and avoids errors due to the wrong version being used.

Meet Horizon Europe criteria: the proposal document and periodic reports conforms to the CSA, RIA, IA, ITN, SME templates and includes the correct budget tables and the specific template instructions: if required, customised instructions can be added. Form C data is generated automatically.

Focus and overview: participants can work on their scientific and financial sections, while the coordinator has a clear overview of the entire proposal or project.

Expandable: besides obligatory documents such as proposals and periodic reports, all types of documents can be prepared using the same functions such as deliverables, flyers, manuals, etc.

Manageable: the system supports a clear division of tasks by defining assignments with deadlines and the possibility of monitoring them and sending reminders; moreover, access rights can be defined at any level.

Real collaboration: allows simultaneous editing and commenting for review.

Seamless integration into Microsoft Office with import from Word and export to Word/Excel.

Dissemination websites: Meet the EC 's dissemination criteria and easily create a modern looking project website.

What sets us apart

Controlling the working environment of a project involving multiple authors while using Microsoft Office Word is a challenge. Many e-mail messages are exchanged, and there is no real collaboration: it is ‘assembly collaboration’.

Working with Office 365 or Google docs does not solve this problem either if it involves large or complex documents with multiple authors. Changes are stored at document level, creating a chaotic overview of versions. No specific Horizon Europe templates and financial tables are provided.

In a Document Management System (DMS) authors have to wait for each other while working on a text document due to file locking.

Horizon Europe specific tools only provide predefined templates and have limited collaboration functions.

Author-e	Proposal phase	Project phase
Collaborative authoring	Proposal writing & budgeting	Periodic reporting, Deliverables, etc.
Financial management		Monitoring & reporting costs
Document management	Sharing & versioning of files in a folder structure	
Dissemination website		Public & private website

Meet Horizon Europe criteria

- CSA, RIA/IA, ITA, SME templates available with instructions.
- List of participants.
- Workplan (Work packages, tasks, deliverables, milestones).
- GANTT Chart.
- Reports on staff effort and/or costs.
- Copy/paste Form C data directly from Author-e into the portal.

Real time and consistent

- Single Source of Truth for all your data.
- Web-based, so the latest version is immediately available: no e-mails back and forth with pieces of content.
- Track changes: compare & restore previous versions.

Focus and overview

- Navigate the Table of Contents easily.
- Notification dashboard: all tasks and workflow, send reminders.

Manage proposals and projects

- Manage multiple projects.
- Write any type of text document.
- Comments and tasks with status, deadline, notifications & reminders.
- Manage and share folders and files, versioning of files.
- Planned and actual costs. Make adjustments on time.
- Budget reallocation.
- Manage progress of deliverables.
- Advanced searches, find and replace.
- Manage user rights at every level.
- Themes: centrally manage fonts
- User & group management.

Real collaboration

- Multiple authors can write in the same document at the same time in a Word-like editor with images, hyperlinks, import/paste from Word, non-printable instructions, etc.
- Send group mail.

FP-tools, serving Framework Programme projects since 2005

Seamless integration into Microsoft Office

- Publish to Word, PDF, HTML (latest version): export any level to Word at any time: document, chapter, paragraph. Export reports to Excel.

Create dissemination websites

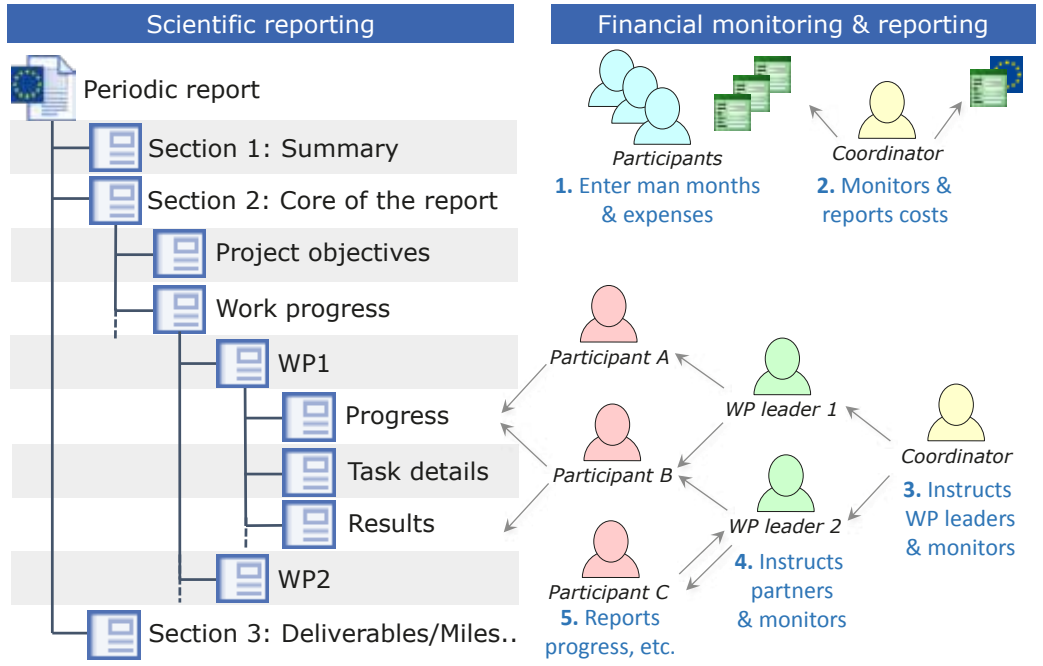
- Intuitive creation of website structure.
- Get support for graphic design.
- Create modern looking pages.
- Add search engine optimisation (SEO) for efficient dissemination.

FP-tools

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Apply for your proposal or project quote here:
www.fp-tools.eu/startnow

Horizon Europe Project management with Author-e



Author-e can be applied in various ways. The above scenario is one of several possibilities.
Please contact us to discuss your preferred approach.

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