

Individual monthly timesheet template for Erasmus+ KA2 Strategic Partnership for school education project



Erasmus+

« Project Reference : 2016-1-ES01-KA202-025410 »
Flipping Framework Including VET Resources for Social Training

Organization :	Exponential Training & Assessment
Name and first name of the employee :	Anne-Marie Daly
Staff category ¹ :	2 Researcher
Number of working days per year :	223
Number of working days per week :	5
Number of daily working hours (legal basis):	8
Year / Month :	2016/09 - 2017/08

Date(s)	Working time on the project ²	Title and reference of the Intellectual Output	Description of task(s) performed	Place
09/03/2017	1.00	O2 - Flipclass Handbook	Researching Content	ETA
14/03/2017	1.00	O2 - Flipclass Handbook	Researching Content	ETA
20/03/2017	1.00	O2 - Flipclass Handbook	Researching Content	ETA
07/04/2017	1.00	O2 - Flipclass Handbook	Drafting Content	ETA
12/04/2017	1.00	O2 - Flipclass Handbook	Drafting Content	ETA
28/04/2017	1.00	O2 - Flipclass Handbook	Proofing Content	ETA
03/05/2017	1.00	O2 - Flipclass Handbook	Proofing Content	ETA
12/05/2017	1.00	O2 - Flipclass Handbook	Proofing Content	ETA
16/05/2017	1.00	O2 - Flipclass Handbook	Proofing Content	ETA
05/06/2017	1.00	O3 - Flipclass Resources	Profing and reviewing content	ETA
14/06/2017	1.00	O3 - Flipclass Resources	Proofing and reviewing content	ETA
Total	11.00			

¹ Please use the following reference numbers : 1 Manager ; 2 Researcher teacher and/or trainer ; 3 Technical ; 4 Administrative

² Time unit to use: work days with decimals (for 8 work hours/day, 1 work hour = 0,125 work days)

Date : 17/05/17	Date : 17/05/17
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Exponential Training & Assessment Ltd
The Bank, 22 Wood Street
Earl Shilton
Leicestershire LE9 7NF
Reg No: 4408831
VAT No: 715 5315 29

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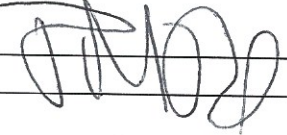
« Project Reference : 2016-1-ES01-KA202-025410 »
Flipping Framework Including VET Resources for Social Training

Organization :	Exponential Training & Assessment
Name and first name of the employee :	Ellena Moore
Staff category ¹ :	3 Technician
Number of working days per year :	179
Number of working days per week :	3
Number of daily working hours (legal basis):	8
Year / Month :	2016/09 - 2017/08

Date(s)	Working time on the project ²	Title and reference of the Intellectual Output	Description of task(s) performed	Place
02/02/2017	1.00	O2 - Flipclass Handbook	Researching Content	ETA
16/02/2017	1.00	O2 - Flipclass Handbook	Researching Content	ETA
16/03/2017	1.00	O2 - Flipclass Handbook	Drafting Content	ETA
03/04/2017	1.00	O2 - Flipclass Handbook	Drafting Content	ETA
25/04/2017	1.00	O2 - Flipclass Handbook	Proofing Content	ETA
09/05/2017	1.00	O2 - Flipclass Handbook	Proofing Content	ETA
12/06/2017	1.00	O2 - Flipclass Handbook	Researching Content	ETA
19/06/2017	1.00	O2 - Flipclass Handbook	Researching Content	ETA
27/06/2017	1.00	O3 - Flipclass Resources	Researching Content	ETA
29/06/2017	1.00	O3 - Flipclass Resources	Tidying up formatting of documents	ETA
14/07/2017	1.00	O3 - Flipclass Resources	Tidying up formatting of documents	ETA
17/07/2017	1.00	O3 - Flipclass Resources	Tidying up formatting of documents	ETA
Total	12.00			

¹ Please use the following reference numbers : 1 Manager ; 2 Researcher teacher and/or trainer ; 3 Technical ; 4 Administrative

² Time unit to use: work days with decimals (for 8 work hours/day, 1 work hour = 0,125 work days)

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Organization :	Exponential Training & Assessment
Name and first name of the employee :	John Moore
Staff category ¹ :	3 Technician
Number of working days per year :	223
Number of working days per week :	5
Number of daily working hours (legal basis):	8
Year / Month :	2016/09 - 2017/08

Date(s)	Working time on the project ²	Title and reference of the Intellectual Output	Description of task(s) performed	Place
13/02/2017	1.00	O2 - Flipclass Handbook	Researching Content	ETA
15/02/2017	1.00	O2 - Flipclass Handbook	Researching Content	ETA
13/03/2017	1.00	O2 - Flipclass Handbook	Researching Content	ETA
24/03/2017	1.00	O2 - Flipclass Handbook	Drafting Content	ETA
05/04/2017	1.00	O2 - Flipclass Handbook	Drafting Content	ETA
18/04/2017	1.00	O2 - Flipclass Handbook	Proofing Content	ETA
11/05/2017	1.00	O2 - Flipclass Handbook	Proofing Content	ETA
15/05/2017	1.00	O2 - Flipclass Handbook	Proofing Content	ETA
01/06/2017	1.00	O2 - Flipclass Handbook	Drafting Content	ETA
12/06/2017	1.00	O2 - Flipclass Handbook	Drafting Content	ETA
26/06/2017	1.00	O3 - Flipclass Resources	Amending content	ETA
30/06/2017	1.00	O3 - Flipclass Resources	Proofing Content	ETA
Total	12.00			

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