

SFC2007 Newsletter

No. 7 - 29 January 2009

E-learning module in 22 languages

The second version of the e-learning module for Member States is now available in the 22 official EU languages. You can access the module via the help page of SFC2007. Don't hesitate to send your remarks on these translated modules.

SFC2007 General Survey

The SFC2007 team will launch a general survey on the SFC2007 application. The aim of the survey is to have your anonymous feedback on the SFC2007 application and on the services provided to you. The survey will be launched in February. All SFC2007 users will receive soon an e-mail with more precise information.

New SFC2007 Support colleagues

We are pleased to welcome Sophie Joffre and Agnieszka Swiech to our Support team. They will be happy to answer to your questions via the usual address:
sfc2007-info@ec.europa.eu

Tips and Tricks

The training environment allows you to "practice" how to enter or view data in SFC2007. All users have access to his environment (same access codes). But keep in mind that the data in this environment is not "copied" from the real data, but is entered manually by you or your colleagues. If you want to use the training environment, please ensure that the conditions and necessary information have been entered in it beforehand. **Example:** if you want to enter an Application for Payment, ensure that your colleagues from the Managing Authority have entered the corresponding Operational Programme and the status of the Programme is "Decision Taken".

<https://webgate.training.ec.europa.eu/sfc2007/frontoffice>

Reminder

The functionality that allows the structured input of the Annual Summary (as well as the concerned quick guide) will be released on 11/02. Please remember the Annual Summary should be submitted before 15/02.

FAQ

I have received automatic reminders from SFC2007. Why?

You receive automatic **reminders** from SFC2007 because your e-mail address has been put in SFC2007 by either you or your colleagues as the *official in charge* of a dossier or as the *contact person* of one of the *Authorities* of an Operational Programme.

It is therefore important that the information entered in the officials in charge section of a dossier as well as the information about Authorities contacts is kept up to date.

To update/change *officials in charge* information for a dossier please refer to the quick guide for the corresponding dossier in the "help" page of SFC2007.

To update/change *authorities contacts* information, please refer to the "Change authorities details for approved Programmes" quick guide in the "help" page of SFC2007.

Glossary

Reminder, Notification

Reminder: Information sent automatically by SFC2007 in order to inform **specific users** about **upcoming deadlines or activities**.

Notification: information sent automatically by SFC2007 to users in the "**official in charge**" section of a dossier. This notification informs these users about any **events** occurred with the dossier (status changes, documents sent...)