

Join our **FREE of charge** training sessions  
and become successful coordinators  
of European Commission Framework Programme Projects



Dear Sir or Madam,

If you are an **SME** planning to submit a proposal to the Seventh Framework Programme (FP7) and you would like to receive the latest insight into the new Programme to write high quality proposals or if you are currently managing a Framework Programme R&D project and you would like to learn best practices and tips to run successful projects, then please make sure you **register to attend the next free of charge SME-to-LEAD training session** taking place in:

**Bucharest, Romania 13 - 14 December 2007**

**SME-to-LEAD** is a European Commission supported initiative aiming at helping Small and Medium size Enterprises (SMEs) to be successful FP project coordinators.

The SME-to-LEAD training is designed to be taken sequentially, each training module addressing certain aspects of project coordination. For each module you will be presented with the relevant up-to-date information on current issues; each event will also act as a forum for the exchange of best practice ideas. You will decide on the modules to attend according to your previous experiences and future participation plans.

There are 2 modules of training that can be accessed together or one by one:

- **Module 1 – From FP7 Proposal Preparation to Contract Negotiation**
- **Module 2 - FP7 Project Launch to Mid-term Assessment**

Previous training sessions have been held in: Brussels (Belgium); Lisbon (Portugal); Aalborg (Denmark); Lefkosia (Cyprus); Riga (Latvia); Győr (Hungary); Copenhagen (Denmark); Porto (Portugal); Athens (Greece); Moscow (Russia), Budapest (Hungary) and Riga (Latvia).

Over **80% of the participants** attending the sessions were **SMEs**. The feedback was very positive and statistics analyzed to date, give a first-class average of 90% of attendees marking the training as good or excellent! Sergio Pinto from Frontwave - Engenharia e Consultadoria, S.A., participating at the Lisbon training, said: "The trainers are brilliant. I emphasize their professionalism, enthusiasm and knowledge. They make a heavy matter such as this one, look easy!"

**Register now!**

**Places are limited to 30 maximum per training session and bookings are compulsory.**

**Fill in the attached registration form and secure your place today!**

## **Practical information to organise your trip to Bucharest**

### **How to reach the meeting place:**

Managerial Agency for Scientific Research, Innovation and Technological Transfer (AMCSIT) – POLITEHNICA BUCHAREST, Splaiul Independentei, Nr. 313, Corp Rectorat, AN 031, Romania  
[www.amcsit.ro](http://www.amcsit.ro) .

### **Tourisme Information**

Tourism information, weather conditions as well as additional hotel information, can be found at: [www.romaniatourism.com/bucharest.html](http://www.romaniatourism.com/bucharest.html)

**For more information on the training session, the content of the different modules and to download the registration form: visit [www.smetolead.org](http://www.smetolead.org)**

*SME to LEAD is a specific Support Action under the  
"Stepping up Economic and Technological Intelligence" (ETI)  
Scheme aiming at stimulating SME participation  
in the Framework Programme for RTD.*

©SMEToLEAD 2005-2008

