

# Official amendment process

Update: The signed amendment documents were sent to the Commission on May 6th. They are stored in "Key documents" (see [here](#)).

The amendment documents were sent to the Commission on March 26th. See [workspace](#) or:

- [Amendment request](#)
- [Updated Annex I](#)
- [Updated Annex III](#)
- [Cover letter](#)

The project officer has sent further instructions based on the submission on March 26th.

The following changes required by the project officer need to be done before we can send the signed versions to the Commission.

These tasks will be addressed and assigned in the PMC meeting on April 8th:

Task	Issue	Assignee	Comments from other than the project officer	Status
1	Fix <b>the date in the excel table</b> to one exact date, not that it is updated to the present date.	CSC/Minna		
2	Check that the <b>dates</b> are in accordance in the amendment request formula and in Annexes I and III.	CSC/Antti		
3	Add more details for the justification in <b>the cover letter</b> ;  Main reasons for the amendment (delay of developing of the prototype). How will this be tackled (Change of resources from EDUFI to UOulu, Additional Subcontracting) and additional tasks (Europass case study).	CSC/Antti		
4	Provide justification for the removal of the text in <b>Annex I, page 16, WP2 Objectives</b>  <del>The project will look also into the ways to include individual's past achievements such as certificates electronically in machine-readable form to the self-assessment and application processes using e.g. Erasmus+ funded EMREX tool or other technical solutions.</del>	EDUFI/ Annica		
5	Explain how the following statements are connected.  <b>i) Modified project plan page 5</b>  <i>Proposal 1: Change of resources 6 PM for WP3 from EDUFI to University of Oulu.</i>  <i>Purpose:</i>  <i>A technical expert in Natural Language Processing (hired for March-August) to develop functionality for analytics (Analytics prototype) together with researchers at the University of Oulu and in collaboration with Competence profile development. This work will produce an algorithm that is intended to translate the register data from the national student records database (KOSKI) and the classification of sub-competences signed to the vocational education offered by the institutions in Finland (ePerusteet) with the ESCO classification in the background. The ESCO classification of competences offers a rather mechanical language which is not so easily utilised by young students or persons with limited language command. A natural language processing solution is sought in this work, that would provide the user more natural language expressions to select competences into their competence profile. This kind of budget transfer could support the collaboration between EDUFI and UOulu and also help linking WP3 and learning analytics task force in WP2 closer together.</i>  <b>ii) Modified project plan page 12</b>  <i>The three prototypes planned in Annex 1 are embedded in the Learner Plan prototype and its three modules:</i>  ■ <i>Module 1: Local study record service integration (past)</i>	UOULU /Hanni	Anu: I am not sure what the project officer meant by this. Perhaps we need to ask for clarification. May be the connection between NLP and study records representing the past was not clear to him/her.	
6	Project officer wrote:  "In the call text under Objectives it was stated:  <i>The action will consist of the development and deployment of a technological platform integrating online services, which will incorporate the following modules and services:</i>  <i>(1) Skills/competence mapping and routes for recognition of prior learning.</i>  Please revise this section/removed text in Annex I."	CSC/Antti	Anu: I could not find that section anywhere.	
7	Update <b>the deliverables table</b> .  Project officer wrote: "WP5, page 22, I added a task and a deliverable connected with the added Europass case study. Please check and revise. Update the deliverables table accordingly."	No need to update		
8	Decide whether the two additional documents on beta prototype will be added as deliverables in Annex I or not.  <b>Developing a detailed plan for the piloting of the Beta prototype (WP3).</b> Specifically, the piloting plan should document and describe in details: what type of activities will be carried out; how many and what type of participants will be involved; how participants' feedback will be collected and analysed; how results from the pilot will inform the refinement of the Beta version.  <b>Developing a detailed deployment plan of the Beta prototype (WP4).</b> Specifically, the deployment plan should document and describe in details: what activities will be carried out; what elements/functionalities will be deployed; what agreements will be stipulated with the partners deploying the system; what are the expected challenges to deploy the system in the national context and what strategies/corrective actions could be adopted.	Separate add itional documents will be sent - no new deliverables		

