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Unified Transcription and Translation for Extended Reality
(UTTER)

Horizon Europe Research and Innovation Action
Number: 101070631
D6/D1.2 – FSTP1 Final – Project Acronym

Project Title

Nature	Final Report	Work Package	WP1
Project start date	dd/mm/2024	**Project end date**	dd/mm/2024
Interim meeting	dd/mm/2024	**Report submission Date**	dd/mm/2024
Main authors	Sponsor (PARTNER)		
Co-authors	Awardees (ORG)		
Reviewers	Maryam Hashemi (UVA)		
Version Control			
v0.1	**Status**	Draft	XXX
v1.0	**Status**	Final	XXX

Contents

__From call documentation (section 7.2).__ The final evaluation of a project will be performed by the Project Sponsor after the dissemination activities took place. The project team is required to report their results, business plans, secured venture capital for further development and future plans. The Pilot Board will assess the finished projects and evaluate the immediate results. It will also formulate recommendations for sustainability and future operation of the project. The Project Sponsor will then prepare a short report (to be made public) and recommend to the Pilot Board to approve (or not) the final payment to the project Awardee.

__How to complete this report.__ The Sponsor asks the Project Team to fill in Sections 1 and 2 prior to the meeting (this entire report is likely no longer than 2–4 pages). After the meeting, the Sponsor writes a recommendation to the Pilot Board (Section 3).

1   Project Execution

Provide an overview of the project execution: development (Section 1.2) and dissemination (Section 1.3). If major deviations from the plan took place, document those first (Section 1.1).

1.1   Deviations from original plan

If relevant, document and justify changes in objectives, changes to the project schedule, as well as changes in the development and dissemination plan. For most projects, this is not applicable.

1.2   Development

Provide a brief overview of the progress towards achieving each of the project's objectives. If the work carried out deviates from the work planned, use this section to document the work carried out (list and justify changes in Section 1.1).

Example Objective 1. Building ...

Highlight work carried out / indicators of success.

Example Objective 2. Evaluating ...

Highlight work carried out / indicators of success.

1.3   Dissemination

Describe activities carried out to disseminate the results. Discuss the relevance of the activity, the audience it reaches, etc. Document as much publicly visible information as possible. If the dissemination carried out deviates from what was planned, use this section to document the dissemination carried out (list and justify changes in Section 1.1)

1.4   Ethics

Document ethical implications and risks relevant to the project, as well as mitigation strategies. How did you minimise ethical risks? How did you ensure the project data management's compliance with all relevant regulations?

2   Summary of Results and Plans

Describe the results (their relevance to project goals, impact, etc.), business plans (if applicable), and any future plans relevant to exploitation of results, their sustainability and future operation of the project.

2.1   Results

2.2   Business plan

2.3   Future plans

2.4   Blurb for public dissemination on UTTER's website

Draft a short summary of the project's results, dissemination activities, business plans and future plans. This will serve as a starting point for public dissemination on UTTER's website. Where possible, share links to publicly available results and/or dissemination.

3   Recommendation by Project Sponsor

This space is intended for the assessment by the project Sponsor. Did the project deliver its planned results? Was it successfully disseminated? Did the project team document business plans and future plans, and do these seem appropriate? Are there opportunities for exploitation of results within UTTER?

References

ENDPAGE

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