



**KEY PEOPLE**

**Key knowledge for Iraqi Women - Contracting Authority: European Commission  
Support to Civil Society Development in Iraq –**

**Reference: EuropeAid/133-097/C/ACT/IQ - grant contract 334-516**

**CHRONOLOGY ACTIVITIES REPORT 'PERFORMED  
March – May 2017**

**ACTIVITY OF PROJECT: Trainer (External expert)**

DATE	N.OF HOURS	ACTIVITY
March 8 2017	2 Hours	Online Training – first session <ul style="list-style-type: none"> <li>• Training contents &amp; schedule</li> <li>• Assessing the entrepreneur’s profile (1/2)</li> </ul>
March 27 2017	2 Hours	Online Training – first session <ul style="list-style-type: none"> <li>• Training contents &amp; schedule</li> <li>• Assessing the entrepreneur’s profile (1/2)</li> </ul>
April 2 2017	2 Hours	Online Training – first session <ul style="list-style-type: none"> <li>• The business plan (1/3)</li> </ul>





We have trained one person who will be part of the incubator's management team. Three persons were initially programmed to attend the online training but it seems that from the very beginning the two other persons experienced a work overload and were not able to follow the training sessions.

According to the program sent to us by the training beneficiaries, we should have given them 24 training sessions. Finally, it was only possible to provide 3 training sessions. On the remaining 21 sessions, 6 of them were cancelled or postponed due to the trainer (holiday, sickness, family reason) and for the other ones, they were not provided due to the beneficiary work overload.

We had planned to address in depth the issue of business creation support activities following a well-defined process: assessing the entrepreneurial profile of the future entrepreneur; working on the final product he/she will have to deliver i.e. the business plan; elaborating on the coaching tools at our disposal to help him/her going from the business idea till the business model i.e. the value proposition design and the business model canvas and, finally, discussing methods to improve business model creativity.

As we underlined it above, it appears impossible to provide more than 3 training sessions.

During these sessions, we discussed in depth entrepreneurial profile's assessment methods and we started to study the structure and key elements of the business plan.

**Appendix:**

1. Monthly Map of Activities March to May 2017
2. Training material sent to the beneficiaries

**Total = 6 Hours**

**Fabien Lambert**

signature



UNIVERSITA' degli STUDI di ROMA  
TOR VERGATA

