## NANYANG TECHNOLOGICAL UNIVERSITY

## Teaching, Learning and Pedagogy Division (TLPD)

## EdeX Grant – Annual Progress Report

All information is treated with confidence. The information is furnished to the University with the understanding that it shall be used or disclosed for evaluation, reference and reporting purposes*.* All sections must be completed and submitted to the EdeX Grant Administrator at EdeXGrant@ntu.edu.sg

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| --- | --- | --- | --- |
| **Project Title:** <title> | | | |
|  |  |  |  |
| **Project Report Period:**  DD/MM/YYYY – DD/MM/YYYY |  | **Approved Budget and Period:** | **SGD$\_\_\_\_\_\_\_ over**  **\_\_\_\_\_\_\_years** |
|  |  |  |  |

**1. Principal Investigator (PI), Co-Principal Investigator (Co-PI) & Collaborators**

|  |  |
| --- | --- |
| **Name** | **Role** |
| **Designation:**  **Name:**  **School / Institution:** | **PI**  **Co-PI**  **Collaborator** |
| **Designation:**  **Name:**  **School / Institution:** | **PI**  **Co-PI**  **Collaborator** |
| **Designation:**  **Name:**  **School / Institution:** | **PI**  **Co-PI**  **Collaborator** |
| **Designation:**  **Name:**  **School / Institution:** | **PI**  **Co-PI**  **Collaborator** |

**2. Milestones and Deliverables**

* Please indicate the planned and actual milestone durations relative to the corresponding project quarter in the table below. Use **yellow** shading to indicate the original target duration, **“X’s”** to indicate the actual duration, and **“O’s”** to indicate possible extensions (if any). Please refer to your grant application and add or remove rows where applicable.
* Please provide a strong justification for any milestone(s) or deliverables dropped. For example, if you are unable to meet the milestones planned, describe what are the challenges you faced and how you intend to resolve this issue.

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| **Milestones** | **Year 1** | | | | | | | | | | | | | | | | | | | | | | | **Year 2** | | | | | | | | | | | | | | | | | | | | | | |
| **Q1** | | | | | | | **Q2** | | | | | **Q3** | | | | | **Q4** | | | | | | **Q1** | | | | | | **Q2** | | | | | | **Q3** | | | | | | **Q4** | | | | |
| Milestone 1 (please replace) |  | | |  | | x | | x | | x | | x |  |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  |
| Status:  Completed  Ongoing  Dropped  Remarks: | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Deliverable 1 (please replace) |  | | |  | | x | | x | | x | | x |  |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  |
| Status:  Completed  Ongoing  Dropped  Remarks: | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Milestone 2 (please replace) |  | | |  | |  | |  | |  | |  |  |  |  | | x | | x | | x | | x | | o | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |
| Status:  Completed  Ongoing  Dropped  Remarks: | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Deliverable 2 (please replace) |  | | |  | |  | |  | |  | |  |  |  |  | | x | | x | | x | | x | | o | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |
| Status:  Completed  Ongoing  Dropped  Remarks: | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Milestone 3 (please replace) | |  | |  | |  | |  | |  | |  |  |  |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |
| Status:  Completed  Ongoing  Dropped  Remarks: | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Deliverable 3 (please replace) | | |  | |  | |  | |  | |  |  |  |  |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |
| Status:  Completed  Ongoing  Dropped  Remarks: | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

**3. Project Findings**

Briefly describe the aim and purpose of the project. How has executing this project affect your classroom practice. What are the challenges that you have faced? Explain how you overcome these challenges or how you realigned your research.

**4. Outcome/Output of Research Project**

Briefly describe the following outcomes / output from your project

Teaching practice

Students

Faculty / NTU Colleagues

Publication / Conferences / Invitations to Speak

**5. Future Plans**

Describe what are the next steps you would take in order to meet the milestones / deliverables.

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**6. Statement of Account**

Please enclose the current statement of account of the above project from your Finance Department or through Staff Link-> Research Project Statement System. The statement should reflect the approved budget and the expenditure in the year reported in terms of manpower, consumables and others, as well as the balance available.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Manpower** | **Misc. – Materials and Consumables** | **Misc. - Others** | **Total** |
| **Approved Budget** |  |  |  |  |
| **Actual Expenditure** |  |  |  |  |
| **Balance** |  |  |  |  |

**7. Endorsement of Report**

The report must be signed and dated by the PI of the project.

**Principal Investigator**

I, hereby, declare that the information provided on this application is correct and complete.

|  |  |  |  |
| --- | --- | --- | --- |
| Signature: |  | Date: |  |
|  |  |  |  |
| Name: |  |  |  |
|  |  |  |  |
|  |  |  |  |
| Comments: |  |  |  |