

Dear Bio-NCPs colleagues!

We are happy to announce the launching of this years' benchmarking exercise. The benchmarking tool is updated and has changed for you! Within 10 minutes, you can assess your strengths and weaknesses compared to the Bio-NCPs around the world. For those who participated last year, the benchmarking tool gives them the opportunity to monitor their annual progress comparing their results with those of last year.

INSTRUCTIONS

You can access the tool by following the link: <http://benchmarking.help-forward.gr>

- For those who did not participate in 2017

By using your designated NCP email and the password **2018ABC123abc**, you can log into the tool. You are advised to change your password as soon as you log in, from the 'manage account' option at the top right of the page.

In the same section, you need to provide your Profile details that are missing (name, surname, organisation, country, gender). To view the two online surveys (one generic for all NCPs and one specific for Bio-NCPs) you will need to choose a **group**→ **NCP** and **subgroup**→ **Societal Challenge 2 +KET Biotechnology NCPs** (in the same page).

In the main page of the tool, the **Questionnaires** link has the following dropdown options:

NEW→ the questionnaires that you haven't completed yet

OPEN→ the questionnaires that you have started filling but have not yet submitted

DASHBOARD→ the page with the filled questionnaires, where you can choose different criteria (country, years etc.) to run the benchmarking tool that will generate a unique report with your scores

HISTORY→ the filled questionnaires with analytical results

- For those who participated in 2017

You can log into the benchmarking tool with the credentials you used last year. If you do not remember your password, please click on the 'Reset Password' option and create a new password.

From the dropdown option **DASHBOARD** you can view the questionnaires you filled last year and perform the benchmarking for the **NCP Benchmarking Questionnaire** after you complete this years' questionnaires.

Please note that you can log in the tool and extract the report at any given time, for as many times as you want. However, it is important to start with the completion as soon as possible, as the participants' numbers will very much affect the results.

For any questions / difficulties, please contact FORTH: Katerina Papadouli
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Yours faithfully,
The BioHorizon Team