



July 2013

SMARTER website: www.ragweed.eu

SMARTER email: SMARTER@unifr.ch

EU COST Action website: http://www.cost.eu/domains_actions/fa/Actions/FA1203

How to become a participant of SMARTER

COST Action FA 1203

We are happy to welcome you to the SMARTER network!

If your country is already a party of our Action, please complete the steps below (A-C) to register as a SMARTER participant. In case your country is not part of our Action yet, and for any questions, please contact us directly at SMARTER@unifr.ch.

Looking forward to our collaboration,
Best wishes,

Heinz Müller-Schärer
Chair of the SMARTER Action

Suzanne Lommen
Administrative contact of the Action

University of Fribourg, Switzerland

A. Registration of personal details

1. fill out the attached SMARTER questionnaire (an example of a completed form is included)
2. add a 2-page CV including passport photo (an example is included)
3. send both documents in one Word-file
 - TO: SMARTER administration at SMARTER@unifr.ch
 - CC: to the coordinator(s) of the Working Group you intend to contribute to
to be found at the Action website www.ragweed.eu
 - CC: to your national representing MC members
to be found at the official EU COST Action website http://www.cost.eu/domains_actions/fa/Actions/FA1203

B. Registration in e-COST

In order to be officially invited for meetings, you need to create an account in e-COST, the standard EU interface for all COST Actions: <https://e-services.cost.eu>

Use the same email address as provided in the SMARTER questionnaire!

C. Registration for the extranet

Our website has been launched at www.ragweed.eu. This site aims to inform the public and the SMARTER research community. Internal affairs are put in the Extranet (link at the far bottom of all pages). It includes information on all participants, shared documents and images, our SMARTER flyer, logo, and other corporate identity elements.

This Extranet is exclusively accessible for SMARTER participants, and requires registration. Please contact the webmaster to create an account.

When creating your account, do not use nick names, but use a combination of your real first name + last name as username, so we know who is posting what.