

**ACTIVITY COMPLETION REPORT<sup>1</sup>**

<b>ACTIVITY FACTS</b>		
<b>Name of Platform</b>	<b>Health</b>	
<b>South Partner Institution</b>	<b>University of Ghana</b>	
<b>Activity number (from LFA)</b>	<b>34488</b>	
<b>Activity name (from LFA)</b>	<b>PhD course development</b>	
<b>Main responsible resource person(s) for activity from Danish university and South partner institution<sup>2</sup></b>	Mawuli Dzodzomenyo	
<b>Start and end of implementation (dd/mm/yy)</b>	<b>PhD course 1.9.2012 – 30.6.2013. Held at University of Ghana the 20-24.5.2013</b>	
<b>BUDGET DETAILS</b>		
<b>Original Budget (DKK)</b>	72.500.- DKK	
<b>Actual expenses (DKK)<sup>3</sup></b>	72.500.- DKK	
<b>ACTIVITY DESCRIPTION</b>		
<b>Brief description of planned activity<sup>4</sup></b>	Purpose	<b>PhD course, 5 days</b>
	Content	<b>Scientific Communication</b>
	Contribution to research capacity building	<b>Increase participants ability to communicate scientific results and</b>
	Indicators	
	Other relevant details/comments	<b>The course received a good evaluation by the participants 3.5 – 3.8 points out of 4 possible.</b>
<b>Number of participants</b>	Target	<b>25</b>
	Result	<b>24</b>
<b>Describe/explain deviations from planned activity (timing, number of participants, content of activity, etc.)</b>	<b>None</b>	
<b>Main lessons learned (list 3-5 issues)</b>	<b>Part of the materials should be distributed to participants perhaps 2 weeks before the course starts.</b>	
<b>Suggestions for follow up activities</b>	<b>We suggest that the course is repeated at least once in 2014 and perhaps repeated at Kumasi University</b>	

<sup>1</sup> Must be filled and submitted to Platform Secretariat (and other designated staff as outlined in agreement to the assignment) no later than 2 weeks upon completion of activity.

<sup>2</sup> All responsible parties must sign Activity Completion Report before submission.

<sup>3</sup> If actual expenses (per budget line) deviate from original budget, this must be thoroughly explained and approval from Platform Secretariat attached to the Activity Completion Report.

<sup>4</sup> Use LFA (and/or Monitoring Matrix) as a point of departure, where relevant

**Activity Completion Report submitted by:**

<b>NAME</b>	<b>CONTACT DETAILS<sup>5</sup></b>	<b>SIGNATURE</b>
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**Where relevant please enclose:**

- a) List of participants/attendance register
- b) List of materials (Means of Verification)<sup>6</sup>

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<sup>5</sup> Minimum e-mail address and phone number for all signatories.

<sup>6</sup> (Scanned) copy of all written output (e.g. Power Point presentations, course materials, list of reading materials, course curriculum, etc.)