MT+ How to stop the terminate-with-no-grant Report

- 1. Add a mobility
- 2. Click the "Reports" tab
 3. Click the "Remove termination with no grant report" button
- 4. Click the "Generate Beneficiary Report" button
- 5. Click the "Edit Draft" button

This page explains the steps to stop the Terminate-with-no-grant Report in MT+ and proceed with the beneficiary report if required. The button to stop the Terminatewith-no-grant Report will only appear if the Terminate-with-no-grant report has been generated and at least one mobility is added.

1. Add a mobility

Adding a mobility at any moment, during the processing of the Terminate-with-no-grant Report will activate a button to stop the termination-with-no-grant report and will allow you to generate a beneficiary report. Click the **Mobilities** tab to add a mobility.

Project 2016-1-PL01-KA107-027527	Details	Dashboard	Organisations	Contacts	Mobilities	Mobility Impo	ort - Export	Budget	Reports					
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2. Click the "Reports" tab

Once the mobilities have been added, click the Reports tab.

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3. Click the "Remove termination with no grant report" button

In order to remove the termination with no grant report, in the **Reports** tab.

- Check the box agree to remove the current termination with no grant report draft.
 Then click the Remove termination with no grant report button.

Project 2016-1-PL01	-KA107-027527 processing	Details	Dashboard	Organisations	Contacts	Mobilities	Mobility Import - Export	Budget	Reports
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4. Click the "Generate Beneficiary Report" button

The project status is returned to Follow-up and the Generate Beneficiary Report button appears. Click on it to start a Beneficiary Report.

Project 2016-1-PL01-KA107-027527	Details	Dashboard	Organisations	Contacts	Mobilities	Mobility Import - Export	Budget	Reports	
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5. Click the "Edit Draft" button

When clicking the Edit Draft button, the system will allow you to start filling the Beneficiary Report.

Project 2016-1-PL01-KA10	07-027527 follow-up	Details	Dashboard	Organisations	Contacts	Mobilities	Mobility Im	port - Export	Budget	Reports			
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