

Chapter 6 - FAQs

blocked URL

[EVAL Manual for Evaluation Contractors](#) > 6. FAQs

Table of Contents

- [6. FAQs](#)
 - [6.1 Are deadlines blocking?](#)
 - [6.2 I have issues in submitting a report - What can I do?](#)
 - [6.3 I am preparing the Executive Summary of my evaluation using the online form - Can I continue at another time?](#)
 - [6.4 I do not have access to my evaluation - What happened?](#)
 - [6.5 How can I disable or re-direct my notifications?](#)

6. FAQs

6.1 Are deadlines blocking?

No - When the deadline has passed you will still be able to upload and then submit documents.

6.2 I have issues in submitting a report - What can I do?

- Check that the document category is "Report". The submit button will not appear if you select another category.
- If you uploaded the wrong document as "Report", you have two possibilities:
 - If the document is in status draft, click on the trash icon to delete it. Then, upload the new document
 - If the report has already been submitted, contact [INTPA SUPPORT SERVICES](#) or [NEAR APPLICATION SUPPORT](#) for assistance (they can revert the document to status draft)


6.3 I am preparing the Executive Summary of my evaluation using the online form - Can I continue at another time?

Yes. You can save the information that you entered so far and continue at another time.

6.4 I do not have access to my evaluation - What happened?

- Your access to EVAL is limited to your ongoing evaluations. After the approval of the final report and executive summary of an evaluation, you will no longer have access to the EVAL module for the documents of that specific evaluation. Note that if you have no other ongoing evaluations assigned to you, you will not have access to the EVAL module at all.
- In any other situation, please contact [INTPA SUPPORT SERVICES](#) or [NEAR APPLICATION SUPPORT](#), as applicable.

6.5 How can I disable or re-direct my notifications?



EVAL MODULE

My notifications

[EVAL online help](#) |
 [Eval Methodological approach](#) |
 [Legal Notice](#) |
 [Logout](#) |
 English ▼

Lot Asia ROM CONTRACTOR (nromlota)

European Commission > Directorate-General for Informatics > EVAL Module > My notifications

MY EVAL

MY NOTIFICATIONS

My notifications

My settings

All notifications are sent by default to the email address that is linked to your ECAS account.

Receiving notifications via email address can be disabled with the checkbox below.

Receive notifications ☒

In case you want to receive them at a different email address than the one linked to your ECAS account, please fill in the new email address:

Email address

	Type	Subject	From	Received on ▼
<input type="checkbox"/>	New	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input checked="" type="checkbox"/>	Notification	[EVAL ACC - notification sent for test purpose] The Report has been accepted: 2016-F-60 - EVAL_1.2_SAC 001	Delphine SZKUDLARSKI	22/12/2016
<input type="checkbox"/>	New	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input checked="" type="checkbox"/>	Notification	[EVAL ACC - notification sent for test purpose] The Executive Summary has been accepted: 2016-F-60 - EVAL_1.2_SAC 001	Delphine SZKUDLARSKI	22/12/2016

Manual for Evaluation Contractors - EVAL