

How to update contacts in Beneficiary module

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After an application is awarded and a grant agreement is signed, the project is considered to be **ongoing** and is part of the implementation phase of project management for beneficiaries of Erasmus+ or European Solidarity Corps programmes.

This video explains how to add, update and delete contacts for a project in the Beneficiary module.

eLearning video

Click the **play** button to begin. Adjust audio and screen size accordingly.

eLearning Module	Introduction to Beneficiary Module
Chapter	3 of 5
Video title	How to update contacts in Beneficiary module
Learning objective	How to update contacts
Length	3 min 24 sec
Subtitles	EN + Autotranslation to other languages
Samples	Screenshots based on KA131 HED Beneficiary Module version: bm_1_2_2
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Read further on this topic

- [Beneficiary module guide](#)
- [Beneficiary Guides - Project implementation phase](#)

Related videos

- [How to add a mobility activity in Beneficiary module](#)
- [How to update contacts in Beneficiary module](#)
- [eLearning videos for the Beneficiary module](#)
- [How to export a list of mobility activities using an XLS file](#)
- [Introduction to export and import of mobility activities](#)
- [Navigation and basic functionality in Beneficiary module](#)
- [How to submit the beneficiary report in Beneficiary module](#)
- [Management of HEI organisations](#)
- [Introduction to managing participating organisations](#)
- [How to link BIP \(Blended intensive programme\) to a mobility activity](#)
- [Beneficiary module basics](#)