

## Guidelines for MERIT fellows regarding communication

As part of Horizon Europe, all your communication and dissemination related to the MERIT programme, including public lectures, interviews, letterheads, publications, monographs, print materials, online materials, press releases, television and radio advertisements, websites, film, video and audio recordings, in electronic form, via traditional or social media, etc. associated with or arising from the research undertaken by the fellow while in receipt of a MERIT fellowship must acknowledge EU support and display the European flag (emblem) and funding statement **Co-funded by the European Union**.

Moreover, it must indicate the following disclaimer (translated into local languages where appropriate): *“Views and opinions expressed are however those of the author(s) only and do not necessarily reflect those of the European Union or the Central Bohemian Region. Neither the European Union nor the Central Bohemian Region can be held responsible for them.”*

Apart from the **EU logo**, you should use the **logos of MERIT**, the **Central Bohemian Innovation Center** and the **Central Bohemian Region**. All the logos are part of this communication kit and can be found and downloaded on the programme website <https://meritcb.eu/how-to-apply/> (Download section -> Logos).

### How to use the logos?

The logos cannot be deformed. When using the logos next to each other, the same proportions should be kept. A graphic manual for the MERIT logo is available on the MERIT website (in logo section).

### Monitoring of communication and dissemination activities:

As MERIT fellows, you are required to plan and record any communication and dissemination activities in the *Plan for communication, dissemination and exploitation of results*, which will be submitted together with the Progress report to the Central Bohemian Innovation Center (MERIT Programme Manager) after each reporting period, **by 15<sup>th</sup> July** and **15<sup>th</sup> January** of each year of the fellowship. The supervisor of the fellow is responsible for the submission of the Progress report and all its attachments to the MERIT Programme Manager, but you must provide your inputs for the report.



You are also required to **notify in advance** the MERIT Management Board (email: [info@meritcb.eu](mailto:info@meritcb.eu)) of your participation in any significant event, including receipt of an award or medal, public dissemination of your research, or media coverage of the same.

### **Social media:**

In case of social media such as LinkedIn, Facebook or Twitter, we invite you to increase impact of your post by tagging concrete institutions or people (e.g. your colleagues or the supervisor) in your post. On LinkedIn, you can tag the MERIT programme (@MERIT Postdoctoral Fellowship Programme) or the Central Bohemian Innovation Center (@Stredoceske inovacni centrum, SIC) or use hashtags such as #MERIT, #SIC, #technology, #research, #mobility, #innovation. In order to promote MERIT programme and the Central Bohemian Innovation Center, you can also put links to the website to your posts: <https://s-ic.cz/en/> or <https://meritcb.eu/>.

We would love you to follow us and comment on our posts:

LinkedIn group of the MERIT programme:

<https://www.linkedin.com/showcase/92884063/admin/feed/posts/>

LinkedIn of the Central Bohemian Innovation Center

<https://www.linkedin.com/company/stredoceske-inovacni-centrum/mycompany/>

Facebook of the Central Bohemian Innovation Center:

<https://www.facebook.com/stredoceskeinovacnicentrum/>

### **Email signature:**

We would appreciate it if you decided to include the MERIT programme logo to your email signature. Therefore, we offer this email signature template to follow.

### **NAME OF THE FELLOW - POSITION**

Name of the employer

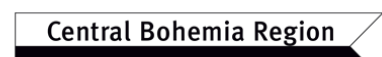
Address of the employer

Phone number | email | institutional website | [www.meritcb.eu](http://www.meritcb.eu)



### **Templates:**

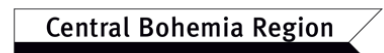
You are free to use (and modify) MERIT PPT template for your presentations and well as the header paper, which can be found and downloaded on the MERIT website, <https://meritcb.eu/how-to-apply/> (Download section -> Template section).





**Related logos and documents:**

- Logos (MERIT, SIC, Central Bohemia, Horizon Europe)
- MERIT Template of PPT presentation
- MERIT Header paper
- Template of the Plan for communication, dissemination and exploitation of results



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