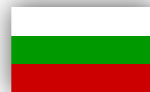




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VIRTUELCO4ALL

**ERASMUS + PROJECT KA 210 VET
2024-2-RS01-KA210-VET-000291571**



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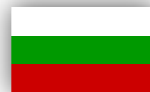
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Virtuelco platform testing report Report on Educational Activity: Simulation of Business Travel Procedures

Erasmus+ project “Virtuelco for All”,

Date / Time / Duration
23 March 2026, 10 am, 1 hour
Testing with:
Students of the second year of the educational profile Financial accounting technician
Olivera Stošić, Teacher and Coordinator of the Project,
Place: Economic school “V. Karadžić”, Velika Plana, Serbia
Purpose: Platform functionality check

Summary:

Report on Educational Activity: Simulation of Business Travel Procedures

Using the **Virtuelco digital platform**, students successfully completed a practical exercise on processing business travel documentation. The activity simulated a real-world scenario where an employee is dispatched on a business trip by a director’s official order.

The exercise was conducted in two key phases:

1. **Pre-trip Phase:** Students managed the issuance of an **advance payment** and completed the corresponding **treasury documentation**.
2. **Post-trip Phase:** Upon the employee’s return and submission of the travel report, students performed the **final travel expense calculation**, including the accurate processing of **per diems**.

The students demonstrated a high level of proficiency and ease in navigating the administrative requirements of travel warrants and financial settlements. Feedback indicates a high degree of student satisfaction with the acquired practical skills and the **digital innovation** integrated into the curriculum, which bridges the gap between theoretical knowledge and professional practice.

Testing reported by coordinator of the Aurora team:
Olivera Stošić



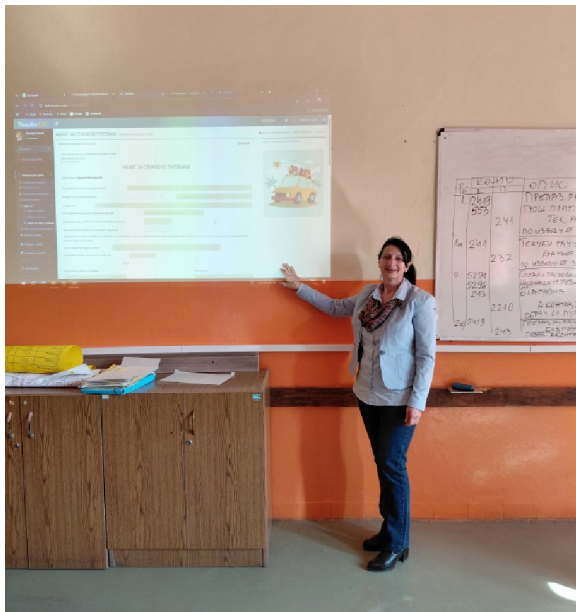
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Attachment photos:



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