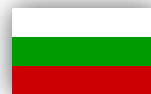




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ERASMUS + PROJECT KA 210 VET
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Virtuelco platform testing report Report on Educational Activity: Simulation of Business Travel Procedures

Erasmus+ project “Virtuelco for All”,

Date / Time / Duration
16 April 2026, 12 am, 1 hour
Testing with:
Students of the second year of the educational profile Economic technician
Irena Stanković and Ivana Milivojević, Teachers
Place: Economic school Pirot, 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:
Irena Stanković



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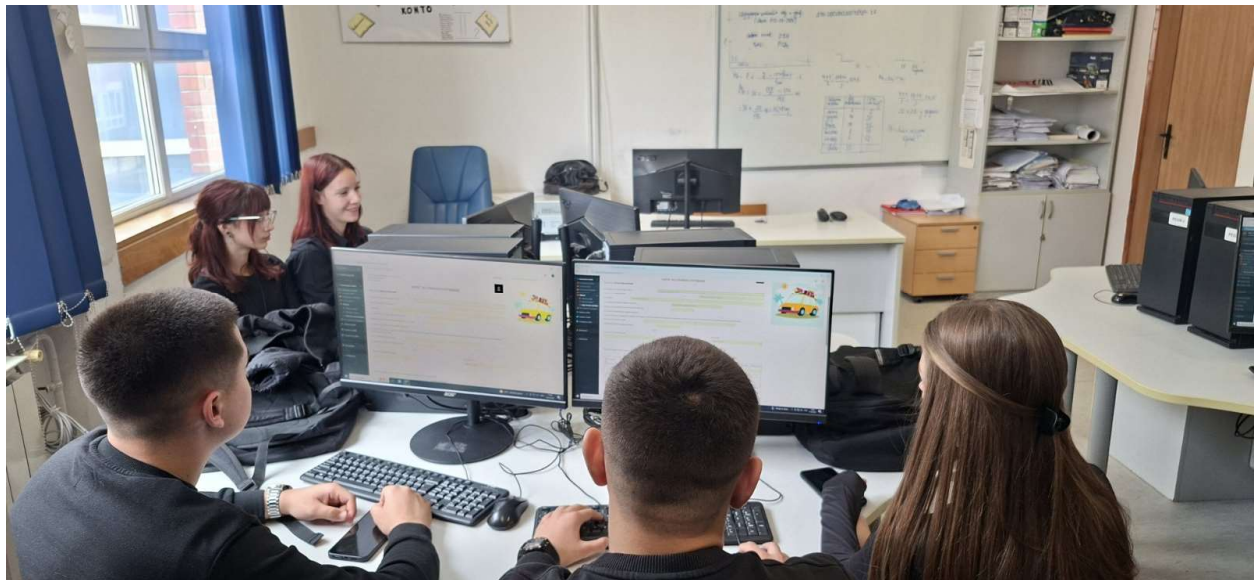


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Attachment photos:



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