

# EU Customs Trader Portal for BTI

## eLearning module

This easy-to-use eLearning module is one of the courses from an extensive UCC EU eLearning programme.

This course guides you through the EU Customs Trader Portal with special attention to the specific functionalities for BTI applications and BTI decisions.

Upon completion of the course, you will be able to confidently work with the EU Customs Trader Portal and carry out all the traders' actions within the BTI process flow.

To fully benefit of the potential of this course, we recommend to integrate the course in your own training programme and to develop a full blended learning programme. The course will remember you some of the main BTI related notions; you can skip this part through the course map or use it to refresh your knowledge.

### Target audience

Traders from Members States that do not use a national Trader Portal and who want to apply for an BTI decision or consult their current ones.



### Learning objectives

By the end of this course, you will understand and learn how to:

- The basic principles of the use of the EU Customs Trader Portal for BTI ,
- the general functionalities of the portal,
- the benefits of using this portal.

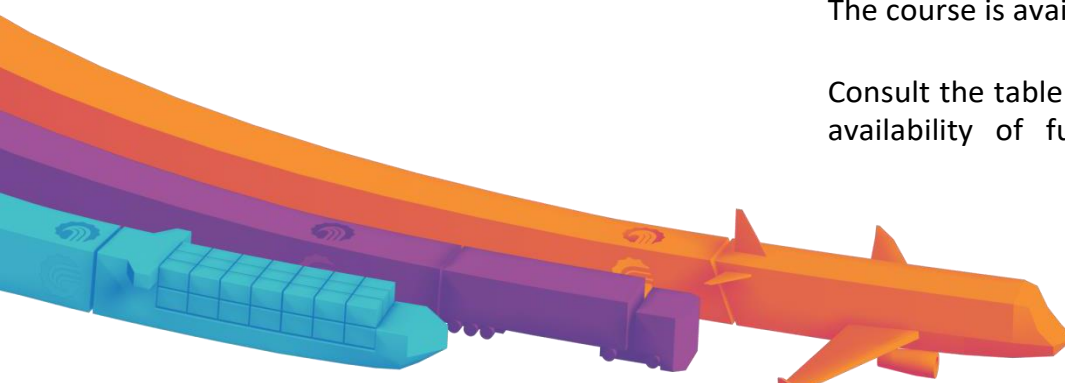
### Course duration

The course takes 1,5 to 1 hours depending on your previous knowledge on the BTI concept.

### Available languages

The course is available in English.

Consult the table on the EUROPA website for the availability of further EU languages versions.



The screenshot shows the EU Trader Portal interface. At the top, it says 'EU Trader Portal > Dashboard'. The main heading is 'TAXATION AND CUSTOMS UNION'. A user notification indicates 'You are logged in as Lisa Fisher (viq00s8o) English'. Below this is a 'Tasks and Notifications List' section with a summary: '7 - All', '0 - Tasks about to expire', and '0 - Expired tasks'. The list contains 7 items. A table below shows details for BTI applications:

Business Domain	Reference Number	Title	Type	Member State	Customs Authority	Date of Reception
BTI	NLBTI2019-4001	BTI Application Accepted	Notification	Netherlands		11/09/2019 13:02
BTI	NLBTI2019-4001	Provide Additional Information	Task	Netherlands		11/09/2019 12:56
BTI	NLBTI2019-4001	Application Reception Confirmed	Notification	Netherlands		11/09/2019 12:53
BTI	NLBTI2019-3001	Provide Additional Information	Task	Netherlands		11/09/2019 12:36

The right-hand sidebar contains a 'BTI' dropdown menu and four main action buttons: 'Create BTI Application Request', 'My BTI Applications', 'My BTI Decisions', and 'My Right to Be Heard'.

## Particularities of this course

This course is designed to address the needs of the traders in the EU Customs Trader Portal for BTI after the release in October 2019.

You can experience real examples with “hands-on” activities, real exercises in the system, which can be played during the course.

Further functionalities of the next releases of the portal will be included in future updates of the eLearning module.

## General Features

You may interrupt your course at any time. When reopening the course you can resume where you have left the course off.

Beside the menu, a course map allows you to quickly access to the sections and subsections. The course map is placed in the upper toolbar of the course.

A course summary of the most relevant information is available in a printable format in the course. You can also print any screen of the course with the print option.

## How to start and use these eLearning courses?

- Select the version you wish to download.
- You have the choice between 'no-SCORM' (iso, exe, html/html5) and 'SCORM' (for LMS systems).
- Read the Quick Start Guide available in the downloaded zip folder. It explains how to install the courses to your system.
- Using the course does not require a high level of information technology skills from the learners.
- In case of technical issues, contact first your local administrator. If the problem persists, send the description (including screenshots) to [taxud-elearning@ec.europa.eu](mailto:taxud-elearning@ec.europa.eu)

**Contact: DG TAXUD /E3  
Management of Programmes & EU training**  
[taxud-elearning@ec.europa.eu](mailto:taxud-elearning@ec.europa.eu)