QuantERA functional on-line monitoring system

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1. Access data

Just like the mid-term reporting, to enter the on-line monitoring tool the Project Leader will use the user name (e-mail) and the individual access password, used in the mid-term reporting, to authenticate/log into the system and access their own page:

- Using an internet browser, write the following webpage address for the online reporting platform www.uefiscdi-direct.ro. Next form will be displayed:

<table>
<thead>
<tr>
<th>Welcome to UDIManager platform</th>
</tr>
</thead>
<tbody>
<tr>
<td>The Executive Agency for Higher Education, Research, Development and Innovation Funding (UEFISCDI) has developed this platform in order to:</td>
</tr>
<tr>
<td>- Ensure the appropriate run of the calls from the National Research, Development and Innovation Plan (PNCDI III &amp; PNCDI IV) Programmes, scientifically coordinated by National Research Council and Advisory Council for Research, Development and Innovation;</td>
</tr>
<tr>
<td>- Evaluate the scientific journals and publishing issues by National Research Council;</td>
</tr>
<tr>
<td>Current Calls:</td>
</tr>
<tr>
<td>- PNCDI III, P.4, Frontier Complex Research Projects (PCOF 2016), deadline in: 37 days, 04 hours, 31 minutes, 30 seconds</td>
</tr>
<tr>
<td>- PNCDI III, SP.3.1, Bilateral - Romania-France 2016, deadline in: 115 days, 06 hours, 21 minutes, 30 seconds</td>
</tr>
<tr>
<td>- PNCDI II, SP.1.1, Mobility projects for young researchers from diaspora 2014, deadline in: 115 days, 06 hours, 31 minutes, 30 seconds</td>
</tr>
<tr>
<td>- PNCDI II, SP.1.1, Mobility projects for experienced researchers from diaspora 2014, deadline in: 115 days, 06 hours, 31 minutes, 30 seconds</td>
</tr>
</tbody>
</table>

2. Home page

When accessing www.uefiscdi-direct.ro portal, after the authentication process, the main page that will be displayed contains the following information:

- **Home** – click this button when the return to home page is necessary
- **QuantERA Reporting**
- **Cookies Policy**
- **Terms and Conditions** – information which refer to the terms and conditions for the use of this site
- **Support & Contact** – frequently ask questions and e-mail address for technical support: support@uefiscdi-direct.ro
3. Structure of monitoring tool

When accessing QuantERA Reporting, your project will appear and in order to complete the final reporting, you need to press View under Options.

Mid-term/Final Term

In the first page, you have access to both reports: mid-term and final term. To complete the Final Term, please press the final term button:

2.1 General details

- **Project information**: this section contains the following information about each project: title, acronym, start&end date, duration, no of partners, website, information on extensions;
- **Project consortium**: general data on each institution and personnel involved in the project. Information in this area is in editable form, so that, in case there where changes in personnel, you can update the information;
- **Consortium details**: queries on the consortium development and impact QuantERA project had on initiating new collaborations:
2.2 Project impact

- This area is dedicated to:
  - **Number of jobs created within the framework of the current project**;
  - **Valorisation** – here please complete information on:
    - Major developments (new method/process/product/service/prototype/research line);
    - Most important publications produced by the project (max. 10 publications);
    - Software;
    - Products;
    - Spin-offs;
    - Links to social media channels (Twitter, Facebook, LinkedIn, etc.) created for the project or members of consortium.
  - **Dissemination**.
2.3 Upload Area

This section is composed of 2 main areas: Final-Term report related documents and Upload all non open access publications and other files.

Final-Term report related documents is dedicated to uploading 4 types of documents:

- a document (provided into the platform) with information on:
  - Project progress;
  - International cooperation;
  - List of publications produced by the project;
  - Responsible research and innovation aspects;
  - additional comments, opinions, requests and suggestions for improvement to QuantERA;

- a document containing all deliverables finished within the reporting period;

- a document containing all milestones finished within the reporting period;

- other annexes you consider relevant for your project (figures, prizes, etc).

Upload all non open access publications and other files is dedicated to:

- uploading all non open access articles published during the project:

- uploading project logotype, consortium photo, graphics, videos, presentations used for promotion (format: PDF, PNG, JPEG):

Please upload:

- all non open access articles published during the project in the table below (format: PDF).

- Project logotype, consortium photo, graphics, videos, presentations used to promotion (format: PDF, PNG, JPEG.)

<table>
<thead>
<tr>
<th>No.</th>
<th>O/C</th>
<th>Description</th>
<th>File (max. file size 10 MB)</th>
<th>Options</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
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</tr>
</tbody>
</table>

ADD ROW
2.4 Final check

In this section, project leaders can verify whether the information they have provided is complete, in order to submit it. In case there is missing information, a message will appear containing the errors encountered, e.g.:

1.1 Project information
- Please fill in Project Start Date
- Please fill in Project End Date

In case missing information is complete, the following message appears:

No errors found! You can finalize submission!

Finalize

2.5 Project leader’s submission documents

1. After the final submission of the report, project leaders are able to export all information provided in a PDF file:

The submission of your report was successfully completed. Thank you!

Click ... to export the information filled in platform forms as a PDF file.

2. When finalizing the Final-Term report, project leaders will also receive a confirmation e-mail from the monitoring tool:
Hello,

Mid-Term report for project "SpTiluEn/" was successfully submitted using the online platform UDiManager (http://uefiscdi-direct.ro).

For more details please visit QuantERA website.

Have a nice day,

UDiManager Team

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