How to use EUSMI online portal at https://eusmi-h2020.eu
Life cycle of EUSMI proposal

Submission of a proposal

Eligibility check by Coordinator

Yes

Coordinator assigns Chairperson to the proposal

No

Coordinator assigns Chairperson to the proposal

Review process:
- 1 External reviewer
- 1 Internal reviewer
- 1 Local contact

Review and Grade
Results feedback to chairperson

Final decision
- Accepted or rejected
- Allocated resources if accepted

During the process:
- Status report will be automatically generated
- Corresponding person will receive notification emails
Submitting a proposal as registered user

• For registered ESMI users, please use your previous username and password to log in;
• For newcomers, please register here on the website.
Submitting a proposal as a registered user

Before creating a new proposal, you are kindly advised to:

• contact the scientist in charge to discuss the feasibility and duration of the experiment;
• read the “Terms of Reference”
PROPOSAL SUBMISSION // PREPARATION

This is where you start to submit a proposal under the EUSMI Transnational Access programme. In order to optimize the chances for a successful application, it is strongly recommended that you follow these steps:

1. Contact the scientist in charge of the requested installation to identify the most suitable instrument for your needs.
2. Approach a local contact of the selected instrument; this can be done also with the help of the scientist in charge of the infrastructure.
3. Discuss with the local contact the details of the planned experiments, and follow their advice concerning instrument configuration and especially the amount of required access.
4. Please consider the guidelines for proposal writing, which you can find here:
   Terms of Reference
   together with the terms of reference for transnational access.

Required fields are marked with *
Submitting a proposal as a registered user

Step 1: Title and infrastructure type of your proposal
Submitting a proposal as a registered user

Step 2: Fill in the general information of your proposal

PROPOSAL SUBMISSION // STEP 2 OF 4
Proposal EUSMI user proposal example (E171000012)
for access to the Experimental Infrastructure
being prepared for New Submission

Important
If you click on "Cancel" you will be able to edit your proposal later on,
but please pay attention that the previous step(s) are already saved, while the current one is not.

Cancel

Required fields are marked with *

GENERAL INFORMATION
Proposal title
EUSMI user proposal example

Proposal code
E171000012
Submitting a proposal as a registered user

Step 3: Fill in the details of your proposed experiments

PROPOSAL SUBMISSION // STEP 3 OF 4
Proposal EUSMI user proposal example (E171000012) for access to the Experimental Infrastructure being prepared for New Submission

Important
If you click on "Previous step" or "Cancel" you will be able to edit your proposal later on, but please pay attention that the previous step(s) are already saved, while the current one is not.

Previous step  Cancel

Required fields are marked with *

SAMPLE
Sample description *
test sample

Formula
Formula

State (gas, liquid, solid, ...)
State

Number of samples *
3

File(s) sample(s)
Submitting a proposal as a registered user

Step 4: upload pdf (a max. of 2 page) of the scientific background of your proposed experiments
Submitting a proposal as a registered user

After successfully submitting proposal, you will receive a confirmation email, which also provides a link for you to monitor the status of your proposal.

no-reply@eusmi-h2020.eu
Proposal submitted // EUSMI - European Soft Matter Infrastructure
To: testuser@eusmi-h2020.eu,
Reply-To: no-reply@eusmi-h2020.eu

Dear User TestAcc,

your proposal "EUSMI user proposal example" (E171000012) has been successfully submitted.
You can monitor the status of your proposal at any time using the following link:
https://eusmi-h2020.eu/generator/pdf/g7hjSyIF0tmPXcbpN5f1bLw7

Sincerely yours,
EUSMI Project Management
Forschungszentrum Juelich GmbH

* Contact: https://eusmi-h2020.eu/contact
Further questions? please send an email to y.liu@fz-juelich.de

Thank you!

https://eusmi-h2020.eu