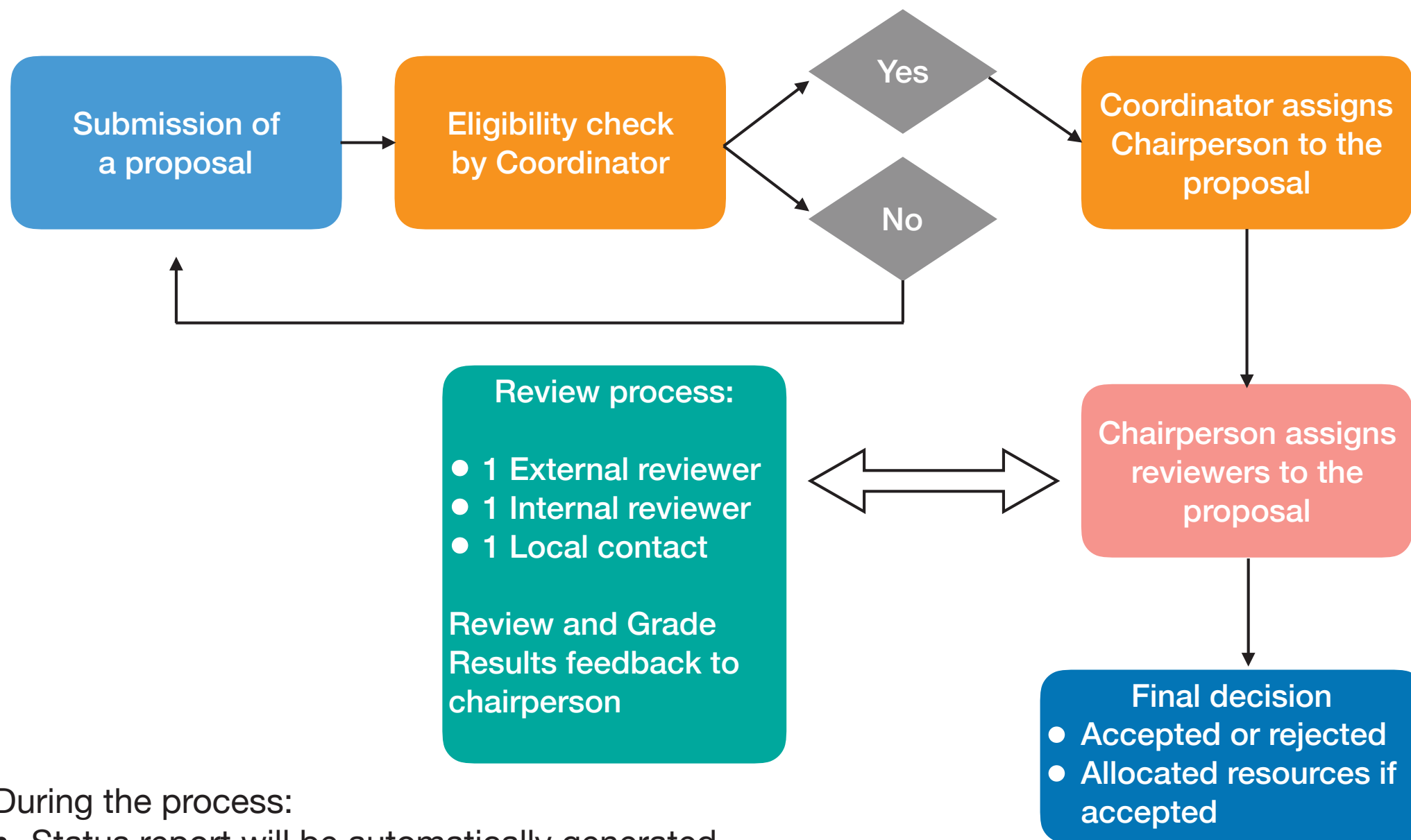




How to use EUSMI online portal

at <https://eusmi-h2020.eu>

Life cycle of EUSMI proposal

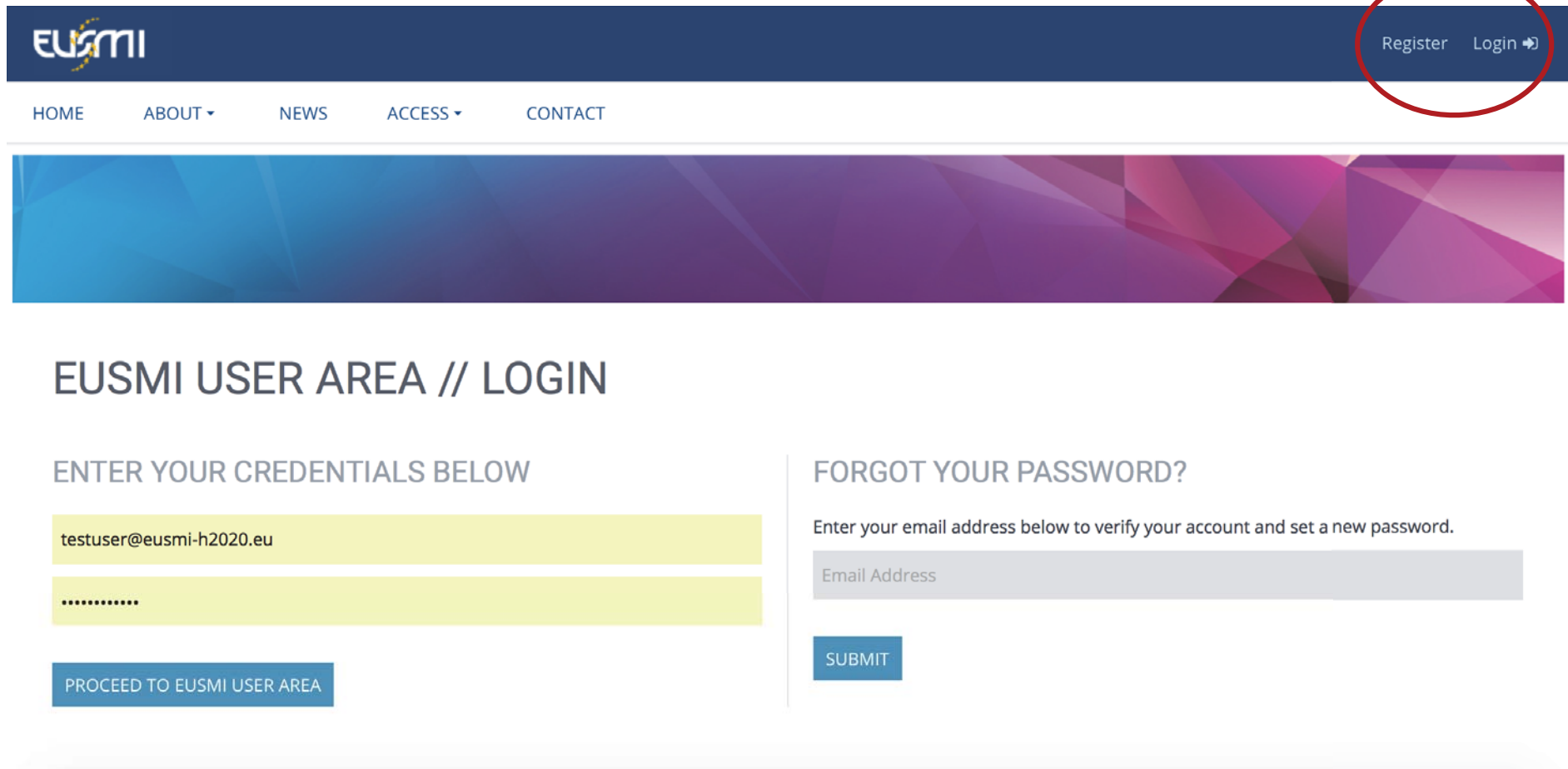


During the process:

- 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.



The screenshot shows the EUSMI website interface. At the top, there is a dark blue header with the EUSMI logo on the left and 'Register' and 'Login' links on the right. The 'Login' link is circled in red, and an arrow points from the second bullet point of the text above to it. Below the header is a navigation bar with links: HOME, ABOUT, NEWS, ACCESS, and CONTACT. A large banner with a blue and purple geometric pattern is positioned below the navigation bar. The main content area is titled 'EUSMI USER AREA // LOGIN'. It is divided into two sections. The left section, titled 'ENTER YOUR CREDENTIALS BELOW', contains two yellow input fields: the first contains the email 'testuser@eusmi-h2020.eu' and the second contains a masked password '*****'. Below these fields is a blue button labeled 'PROCEED TO EUSMI USER AREA'. The right section, titled 'FORGOT YOUR PASSWORD?', contains a grey input field labeled 'Email Address' and a blue button labeled 'SUBMIT'.

EUSMI

Register Login

HOME ABOUT NEWS ACCESS CONTACT

EUSMI USER AREA // LOGIN

ENTER YOUR CREDENTIALS BELOW

testuser@eusmi-h2020.eu

PROCEED TO EUSMI USER AREA

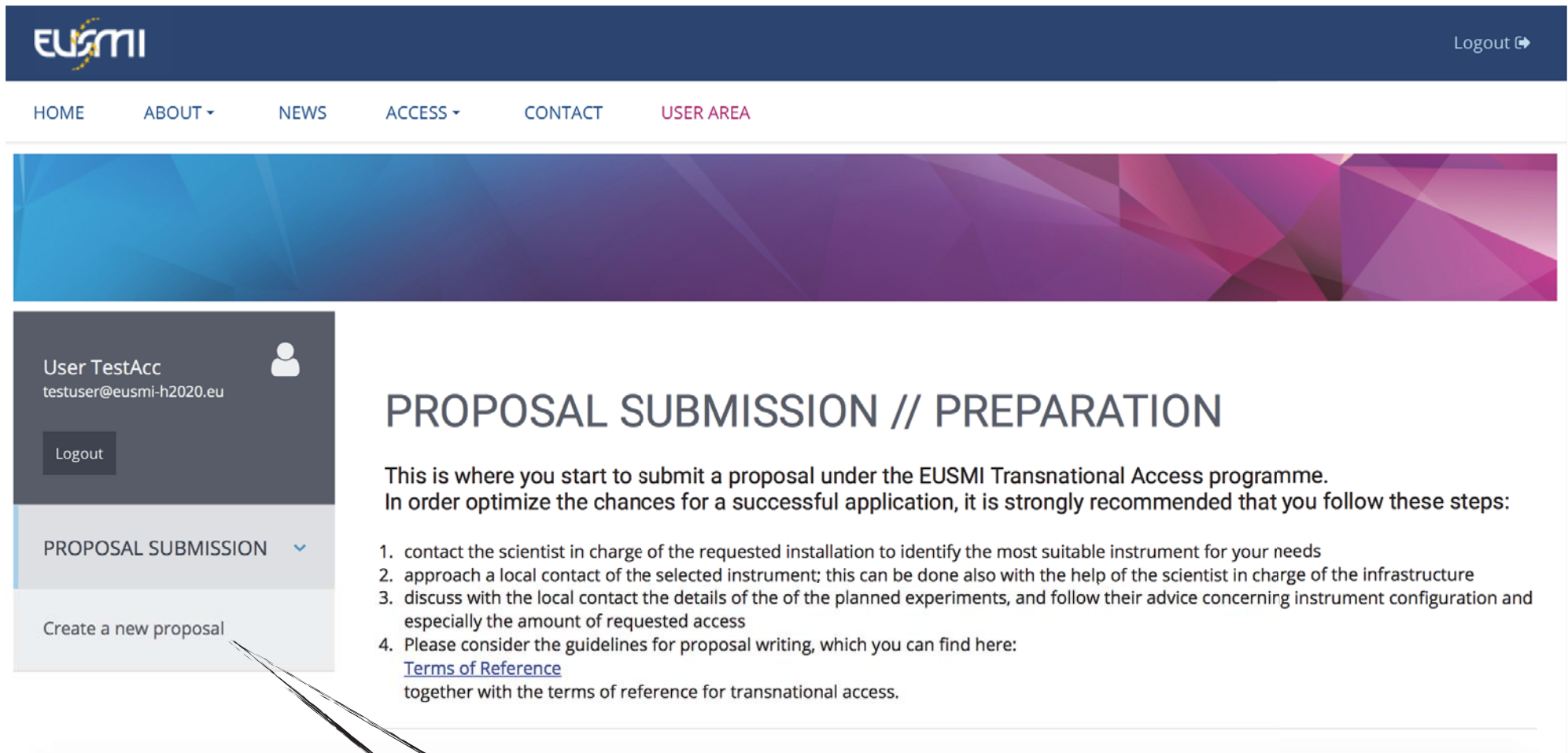
FORGOT YOUR PASSWORD?

Enter your email address below to verify your account and set a new password.

Email Address

SUBMIT

Submitting a proposal as a registered user



The screenshot shows the EUSMI website interface. At the top is a dark blue header with the EUSMI logo on the left and a 'Logout' link on the right. Below the header is a navigation bar with links: HOME, ABOUT, NEWS, ACCESS, CONTACT, and USER AREA (highlighted in red). A large banner with a blue and purple geometric pattern is positioned below the navigation bar. On the left side, there is a user profile sidebar for 'User TestAcc' with the email 'testuser@eusmi-h2020.eu' and a 'Logout' button. Below this, a 'PROPOSAL SUBMISSION' dropdown menu is open, showing the option 'Create a new proposal'. A callout bubble points from this option to a text box at the bottom of the page. The main content area is titled 'PROPOSAL SUBMISSION // PREPARATION' and contains a paragraph explaining the process and a list of four steps to follow. A link to 'Terms of Reference' is provided in step 4.

User TestAcc
testuser@eusmi-h2020.eu
Logout

PROPOSAL SUBMISSION ▾

Create a new proposal

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 requested 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.

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”

Submitting a proposal as a registered user



Logout 

HOMEABOUT ▾NEWSACCESS ▾CONTACTUSER AREA

User TestAcc
testuser@eusmi-h2020.eu

Logout

PROPOSAL SUBMISSION ▾

Create a new proposal

PROPOSAL SUBMISSION // PREPARATION

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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 *



Submission type *

✓ Choose...
New Submission


SUBMIT

Submitting a proposal as a registered user

Step 1: Title and infrastructure type of your proposal

Logout 

HOMEABOUT ▾NEWSACCESS ▾CONTACTUSER AREA

User TestAcc
testuser@eusmi-h2020.eu

Logout

PROPOSAL SUBMISSION ▾
Create a new proposal

PROPOSAL SUBMISSION // STEP 1 OF 4

Proposal being prepared for **New Submission**.

Select a different submission type

Required fields are marked with *

Proposal title (at least 15 characters) *

EUSMI user proposal example

Infrastructure type *


Experimental Infrastructure ▾

SAVE & START PROPOSAL

Submitting a proposal as a registered user

Step 2: Fill in the general information of your proposal

User TestAcc
testuser@eusmi-h2020.eu



Logout

PROPOSAL SUBMISSION ▾

[Create a new proposal](#)
Edit unsubmitted proposals

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

Logout

[HOME](#) [ABOUT](#) [NEWS](#) [ACCESS](#) [CONTACT](#) [USER AREA](#)

User TestAcc
testuser@eusmi-h2020.eu

Logout

PROPOSAL SUBMISSION

Create a new proposal
Edit unsubmitted proposals

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 *

Formula

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

Number of samples *

Size of sample(s) *

20.eu/home

Submitting a proposal as a registered user

Step 4: upload pdf (a max. of 2 page) of the scientific background of your proposed experiments

User TestAcc
testuser@eusmi-h2020.eu

Logout

PROPOSAL SUBMISSION ▾

Create a new proposal

Edit unsubmitted proposals

PROPOSAL SUBMISSION // STEP 4 OF 4

Proposal **EUSMI user proposal example (E171000012)**
for access to the **Experimental Infrastructure**
being prepared for **New Submission**

A PDF file has been uploaded.
Click the following link to view your uploaded PDF:

[View uploaded PDF](#)

Upload scientific background of the proposed activity (PDF file, max. 2 pages)
(This will delete your previously uploaded PDF)

Choose File no file selected

upload

Previous step

Submit proposal

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

Inbox - Testuser 10:31

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/g7hjSylF0tmPXcbpN5f1bLw7>

Sincerely yours,
EUSMI Project Management

Forschungszentrum Juelich GmbH

* Contact: <https://eusmi-h2020.eu/contact>

* News: <https://eusmi-h2020.eu/news>



Further questions? please send an email to y.liu@fz-juelich.de

Thank you !

<https://eusmi-h2020.eu>