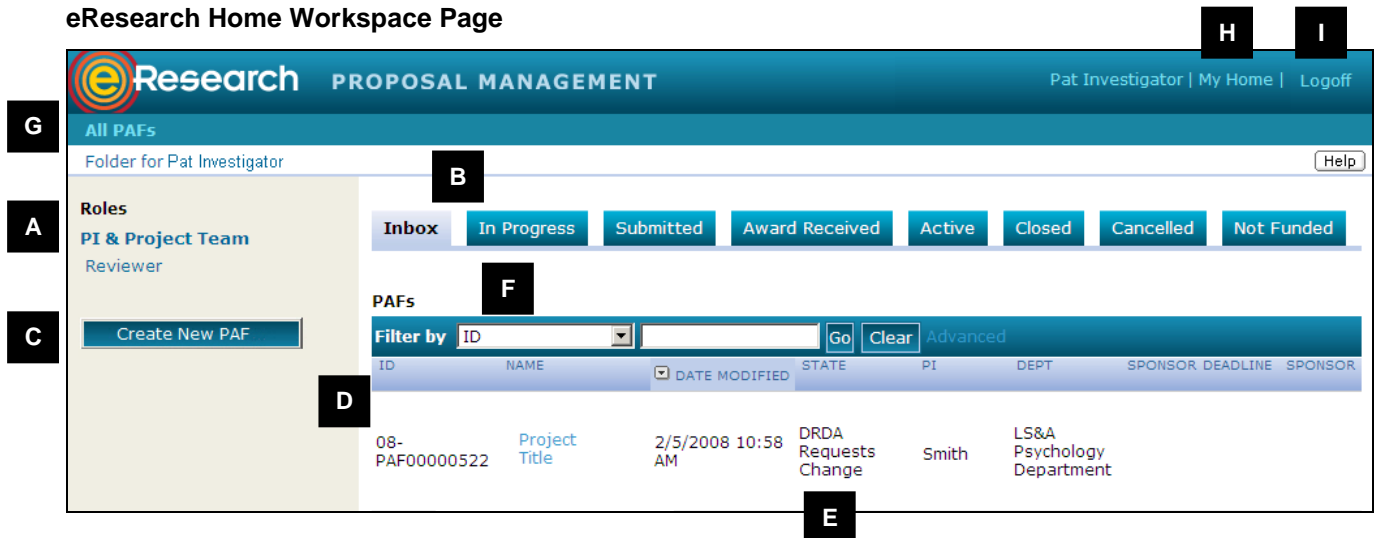


Proposal Management Home Workspace Preview

Your Home Workspace is your launch pad for eResearch Proposal Management. It allows you to view and track proposals and award information.

eResearch Home Workspace Page



The screenshot shows the eResearch Proposal Management interface. At the top right, there are buttons for 'My Home' (H) and 'Logoff' (I). The main header includes the eResearch logo and 'PROPOSAL MANAGEMENT'. Below the header, there's a navigation bar with 'All PAFs' (G) and a 'Folder for Pat Investigator' (B) with a 'Help' button. A sidebar on the left shows 'Roles' (A) with 'PI & Project Team' and 'Reviewer' listed. A 'Create New PAF' button (C) is also in the sidebar. The main content area has tabs for 'Inbox', 'In Progress', 'Submitted', 'Award Received', 'Active', 'Closed', 'Cancelled', and 'Not Funded'. Below the tabs is a 'Filter by' section (F) with a dropdown menu, a search field, and 'Go' and 'Clear' buttons. A table (E) displays a list of PAFs with columns for ID, NAME, DATE MODIFIED, STATE, PI, DEPT, SPONSOR DEADLINE, and SPONSOR. The first row shows a PAF with ID '08-PAF00000522', NAME 'Project Title', DATE MODIFIED '2/5/2008 10:58 AM', STATE 'DRDA Requests Change', PI 'Smith', and DEPT 'LS&A Psychology Department'.

- A. Your available roles appear.
If you have multiple roles (e.g., PI & Project Team and Reviewer), click the role name to switch between roles. Your active role appears in bold. The role selected determines what is displayed in your Home Workspace.
- B. Tabs organize your Home Workspace into the following sections:
 - Inbox** – Displays PAFs/proposals that require action by you or your unit.
 - In Progress** – Displays all of your PAFs/proposals that are currently in progress. These could be PAFs that are still being completed, PAFs routed for unit review, or PAFs being reviewed by DRDA.
 - Submitted** – Displays all PAFs/proposals submitted to a sponsor.
 - Award Received** – Displays all proposals that have received an award from a sponsor, but have not been fully processed by DRDA and Financial Operations.
 - Active** – Displays all projects that have had their award processed and are active in the general ledger.
 - Closed** – Displays projects that have concluded and have been closed.
 - Cancelled** – Displays PAFs/proposals that have been cancelled prior to submission to sponsor.
 - Not Funded** – Displays submitted proposals that were not funded by the sponsor or withdrawn by the PI.
- C. **Create New PAF** – Activity used to create a new PAF.
- D. **Projects/PAFs/Proposals** are listed in your Home Workspace. You can click on the link to access its Project Workspace. You can sort your list by various headers.
- E. **State** – Location where the proposal is in the process, e.g., Proposal Preparation, Unit Review, DRDA Review.
- F. **Filter by** – Allows you to search for proposals by ID (number), name, state, PI, or department. You select a **Filter by** criteria, enter a keyword in the field, and click **Go**.
- G. **All PAFs** – Displays all of your PAFs/proposals in any state.
- H. **My Home** – Allows you to return to the first page of your Home Workspace from any page in the system.
- I. **Logoff** – Allows you to exit eResearch.