Introduction

Following the Migration of Historic Awards to the SESAME System in February 2012, there is more information and functionality available on the researcher's workbench than before. Below is a brief overview of what you can expect from your workbench. It should be noted that all awards which were not applied for directly via SESAME will appear as a "Historic" award type e.g. a 2006 PI award will be listed as Historic on the Researcher workbench while a 2011 PI award will be listed as Principal Investigator (see red outline in the screenshot below).

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Science Providence Welcome:			Home Profile Help Logout
Welcome to the SESAME Workbench		SFI Open Calls	
The SESAME Workbench enables you to readily access informat relating to SFI proposals to which you are associated. You have t ability to manage your personal profile, to create new applications open calls, to track applications from submission through all calls include an eligibility questionnaire to assist you in determining personal profile within SESAME includes both your contact details an be used in the submission of annual reports to SFI. This additional in required for submission of an application, however we would encou- personal profile. You can access information using the icons on this page. If you has SESAME Workbench, please contact us at <u>SESAME(#SFI:le)</u> <u>Please ensure to use unencrypted, non-password protected POF5</u> <u>developed using either Adobe or Microsoft word POF convertor softword</u> Manage Profile Manage Profile Cick heres to manage your profile.	Active Awards to 2 if I whether you are eligible to apply. Your d relevant research outputs which will formation on research outputs is NOT irrage you to fill out the details in your we any questions as you navigate the with the copying function disabled, are ONLY. Change Password Click here to change your password.		
Current Applications Active Awards Non-Active Awards	Departs		
Award Details Open Budget Report Schedule	Financial Report Draft Due Date: 01-04-2012	Open Report	
Historic Start Date: 01-01-2007 Close Date: 31-12-2011	Penarts		
Award Details Award Details Open Budget Report Budget Report Budget Report History Revised Work Programme Close Date: 31-12-2016	Annual Report Draft Due Date: 14-03-2012		Open Report

Screenshot 1

1. Current Applications Tab

Any applications currently under review will be visible through the Current Applications tab.

2. Active Awards Tab

Under the Active Awards tab there are a number of buttons associated with each award. Details on these are given below:

Award Details: Where the application was submitted via SESAME, the final application form will be displayed here. *For "Historic" awards, only basic application details will be displayed*.

Open Budget: This brings you to the budget associated with this award. For application submitted via SESAME, you will also be able to view previous versions of the budget. Where a specific budget relates to a Budget Reallocation Request (BRR) or a No Cost Extension (NCE), clicking on the radio button beside that budget will display the details of those requests. *For "Historic" awards, only the most recently approved budget will be visible. If there is a No Cost Extension against this award, clicking on the radio button beside the budget the budget will display the NCE screen but will be populated only by the duration of the NCE (see screenshot 2 below).*

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Report Schedule: This will show a schedule of Financial and Annual reports submitted to date & due for the remainder of the award.

Report History: You will be able to view your all reports submitted via SESAME here. Where a report was not submitted via SESAME (e.g. all reports on Historic Awards submitted by post or email prior to February 2012; annual reports submitted via email for specific programmes listed on the SFI website), a report template will be displayed but it will not contain the specific data submitted.

Screenshot 2

Overview of the Researcher Workbench

Revised Work Programme: The revised work programme will be displayed. For Historic awards the Revised Work Programme will not be available to view.

Reports: Upcoming reports due will be displayed on the right hand side of the screen under the reports header (see green outline on screenshot 1 above). See the <u>Researcher User Guide</u> for guidance on submitting reports.

3. Non-Active Awards Tab

Under the Non-Active awards tab you will be able to view all of your awards which have expired. The buttons associated with these awards are as above.