

# ECoM Guidelines – AWP2015

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## Enabling Research

### General Note

Login names and passwords for the two accounts Working Level User (wlu) and High Level User (hlu) remain unchanged. This is to permit access to tasks under previous Work Programme years.

Name changes of Beneficiaries have not been taken into account in the login names; however the internal Beneficiary listing has been updated and now shows the correct acronym.

Important for former Associations which are now consolidated under a “Beneficiary” (Belgium, Italy, Netherlands): only the hlu account of the Beneficiary (ERM-KMS, ENEA-Frascati, FOM-DIFFER) retains submission rights. You are also requested to use only the wlu accounts ‘ermkmswlu’, ‘eneawlu’, ‘fomrijnwlu’ to enter proposals.

### Login

Use the link

<https://ecom.efda.org/efda/cons/>

Under ‘Open Calls’, proceed to the Call CFP-WP15-ENR-01.

### Entering proposals

Enter proposals for Enabling Research projects at top level. Scroll to the bottom of the screen to the ‘Add Proposal’ field:



The screenshot shows a web interface for adding a proposal. At the top, there is a header 'Proposals' followed by a horizontal line. Below this, the section is titled 'Add Proposal'. There is a 'Title:' label followed by a text input field. Below the input field is a button labeled 'Create a new proposal'.

Title: Enter a meaningful title for the project.

Click on ‘Create a new proposal’.

If no title is entered you will see at the top of the screen the error message:

**Please enter title for the Proposal to be created!**

Please proceed to the Proposals fields again and enter a title.

If necessary, the title can subsequently be changed in the 'edit' screen of the proposal (see section on Editing/Submission).

Proceed to enter proposal:

Edit Proposal 'CfP-WP15-ENR-01/EFDA-01'

[save changes](#) [cancel](#)

**Title**  
The title of the proposal.  
Enabling Research test proposal

**Abstract** or  
A text giving an abstract of the proposed activity.

**Category**  
Select Category

**Principal Investigator / Collaborators**  
Information about the Principal Investigator (first line) and Collaborators (following lines). Please enter manpower in ppy: 11.6, 12 ppm = 1 ppy; give ppy to two decimal places.

	First Name	Surname	Beneficiary	Email	Phone	Manpower (ppy)	Salary (k€/year)	Hardware (k€)	Missions (k€)	Curriculum Vitae
Principal Investigator	Joe	Bloggs	EFDA			0.5			15	<a href="#">profile-000-v001_principal_investigator_profile_file_test.pdf</a> Browse... No file selected.
Collaborator #1	Cathy	Carter	EFDA			0.2				<a href="#">profile-001-v001_collaborator_profile_file_test.pdf</a> Browse... No file selected.
Collaborator #2			EFDA							Please upload a file Browse... No file selected.

**Proposal Description File**  
A PDF or Word file with a detailed description of your proposal.  
[awp15-enr\\_proposal\\_description\\_file.docx](#)

Browse... No file selected.

**Abstract:** Click on icon to open text box. Required field.  
*Please do not include images. Any images can be integrated into the Proposal Description File and uploaded.*

**Category:** Select one from drop-down list.  
The categories for AWP2015 are:

- 1 Exhaust and plasma-wall interaction
- 2 Turbulence, transport, confinement
- 3 MHD, disruptions and fast particle physics
- 4 Technology and systems (the science/engineering)
- 5 Structural and high-heat flux materials
- 6 Functional materials
- 7 Inertial fusion

**Principal Investigator / Collaborators:**

The Beneficiary (Member) for each PI/Collaborator is pre-selected in the drop-down box, but can be altered in the case of a Collaborator from a different institution (see Appendix - table of Beneficiary names per country).

Clicking on '+' brings up the first Collaborator row. To add additional Collaborators, click on '+' as many times as required.

Please observe units of measure (e.g. k€) and use point (.) to indicate decimals.

**The ppy for each individual is required, and details of hardware and missions costs should be entered. The salary rate does not have to be input at this stage.**

For each PI/Collaborator you should upload a CV file – browse to your file and open.

*It is recommended that CV files are named 'surname\_firstname\_CV' and are uploaded in pdf or MS Word format.*

#### Proposal Description File:

Browse to your file (details and requirements as set out in Call document; template attached to Call) and upload here.

*It is recommended that the template attached to the Call is used for this file and that it is uploaded in pdf or MS Word format.*

Save changes.

*NB to ensure you have uploaded correct files it is recommended that you check in one of the edit screens (see instructions below figure).*

Proposal: CFP-WP15-ENR-01/EFDA-01

[Edit Proposal](#)

#### Proposal Basics

EFDA Ref. No.: CFP-WP15-ENR-01/EFDA-01 Institute: EFDA  
Title: Enabling Research test proposal Category: Select Category

#### Abstract

nothing

#### Principal Investigator / Collaborators

	First Name	Surname	Beneficiary	Email	Phone	Manpower (ppy)	Salary (k€/year)	Hardware (k€)	Missions (k€)	Curriculum Vitae
Principal Investigator	Joe	Bloggs	EFDA			0.50			15	<a href="#">profile-000-v001_principle_investigator_profile_file_test.pdf</a>
Collaborator #1	Cathy	Carter	EFDA			0.20				<a href="#">profile-001-v001_collaborator_profile_file_test.pdf</a>

#### Proposal Description File

[awp15-enr\\_proposal\\_description\\_file.docx](#)

## Editing/submission

### Edit mode

Until the proposal has been submitted, it is possible to edit and upload new files, which will overwrite the ones previously stored.

Can enter edit mode either via the list of Proposals located at the bottom of the screen:

**Add Proposal**

Title:

[Create a new proposal](#)

Pencil icon indicates proposal is still editable

	Title	State
<a href="#">CFP-WP14-ER-01/EFDA-02</a>	First EFDA Test proposal	
	Second EFDA Test proposal	

Or click on the 'Proposals overview' button at the top of the screen.

Call for Participation: CFP-WP14-ER-01

[Download Call Document](#)

[Proposals Overview](#)

### Submission

Submission is only possible via the 'Proposals overview' button – in the Proposals Overview table, click on the blue button under 'State', click in 'Action: submit' and on 'ok'.

NB. If the proposal button is yellow this means that some required information is missing from your proposal and you will not be able to submit it until it has been edited.

*All proposals must be submitted on ECoM before midnight of 15 July 2014!*

## APPENDIX - BENEFICIARY NAMES

Acronym in ECoM	Previous ECoM Name(s)	Country	HRU
CCFE	CCFE	UK	Steve Cowley
CEA	CEA	France	Alain Bécoulet
CIEMAT	CIEMAT	Spain	Joaquin Sanchez Sanz
CU	CU	Slovakia	Stefan Matejcik
DCU	DCU	Ireland	Miles Turner
DTU	DTU	Denmark	Volker Naulin
ENEA	ENEA_Frascati ENEA_CNR ENEA_RFX	Italy	Aldo Pizzuto
EPFL	Swiss Confederation	Switzerland	Minh Quang Tran
FOM	FOM FOM-NRG	Netherlands	Marco de Baar
FZJ	FZJ	Germany	Ulrich Samm
IAP	MEdC	Romania	Madalina Vlad
INRNE	INRNE	Bulgaria	Troyo Troev
IPP	IPP	Germany	Sibylle Günter
IPP.CR	IPP.CR	Czech Republic	Pavol Pavlo
IPPLM	IPPLM	Poland	Roman Zagorski
IST	IST	Portugal	Carlos Varandas
JSI	MESCS	Slovenia	Bostjan Koncar
KIT	KIT	Germany	Klaus Hesch
LEI	LEI	Lithuania	Eugenius Uspuras
LPP-ERM-KMS	Belgium_ERM-KMS Belgium_SCK-CEN Belgium_ULB	Belgium	Michael Van Schoor
LUX	Luxembourg	Luxembourg	Tom Eischen
MALTA	ENEA_Malta	Malta	
NCSR	Hellenic Republic	Greece	Kyriakos Hizanidis
OEAW	ÖAW	Austria	Friedrich Aumayr
RBI	CRU	Croatia	Tonci Tadic
UCY	Greece_Cyprus	Cyprus	Stavros Kassinos
UL	University of Latvia	Latvia	Andris Sternberg
UT	TEKES_TARTU	Estonia	Madis Kiisk
VR	VR	Sweden	Göran Ericsson
VTT	TEKES	Finland	Tuomas Tala
WIGNER	HAS	Hungary	Sandor Zoletnik