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Department Research and Innovation

Steps to access a specific call from the *Research Funding Bulletin*

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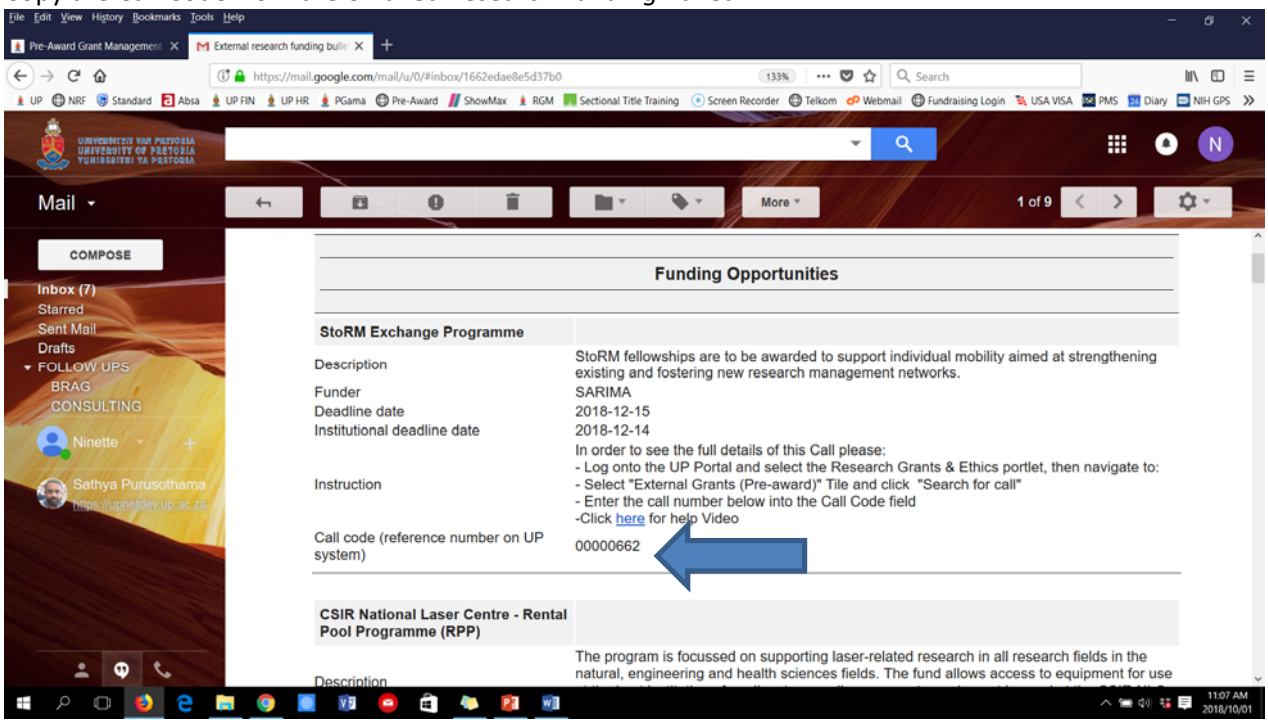
1. Narrated steps

To access the PAGMS and see your applications you can follow the following steps:

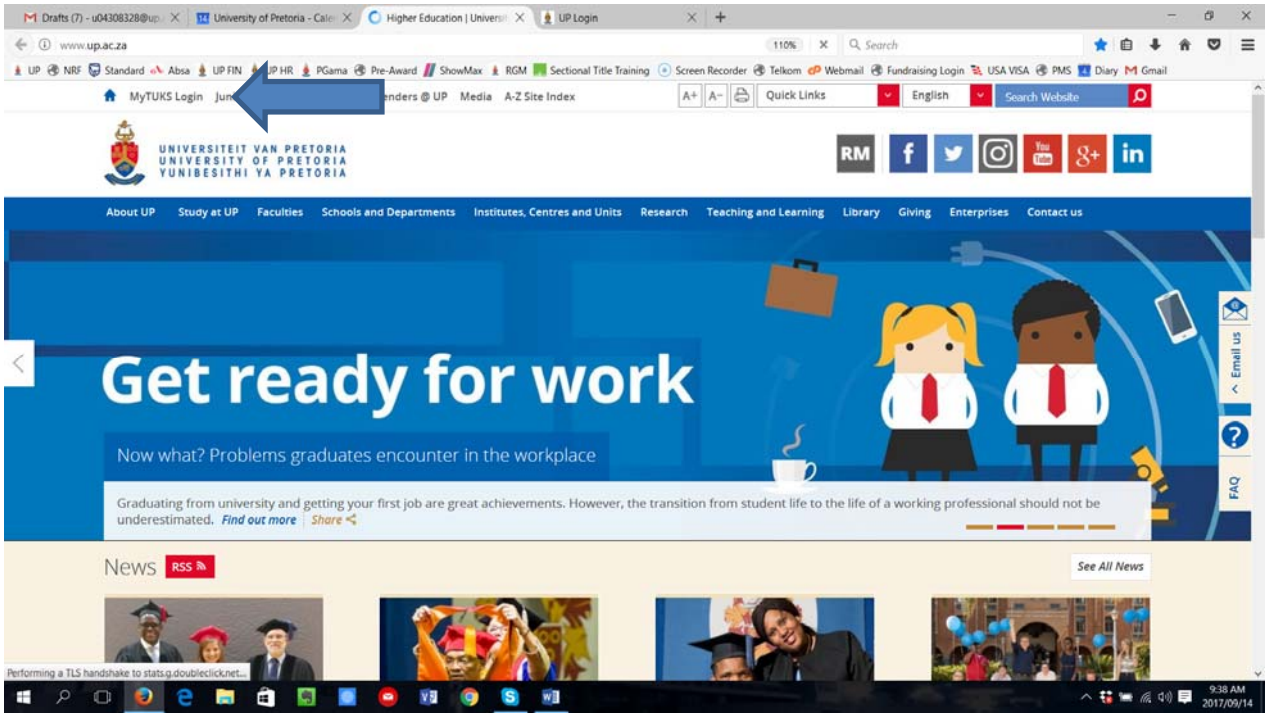
1. Copy the Call Code from the emailed *Research Funding Bulletin*
2. Log onto the *UP staff portal*
3. Click on *Research Grants and Ethics* portlet
4. Click on *External Grants (Pre-Award*) tile
5. Click on *Search for a Call*
6. Paste the Call Code and click on *Search*
7. The detail for the specific call and related documents will display

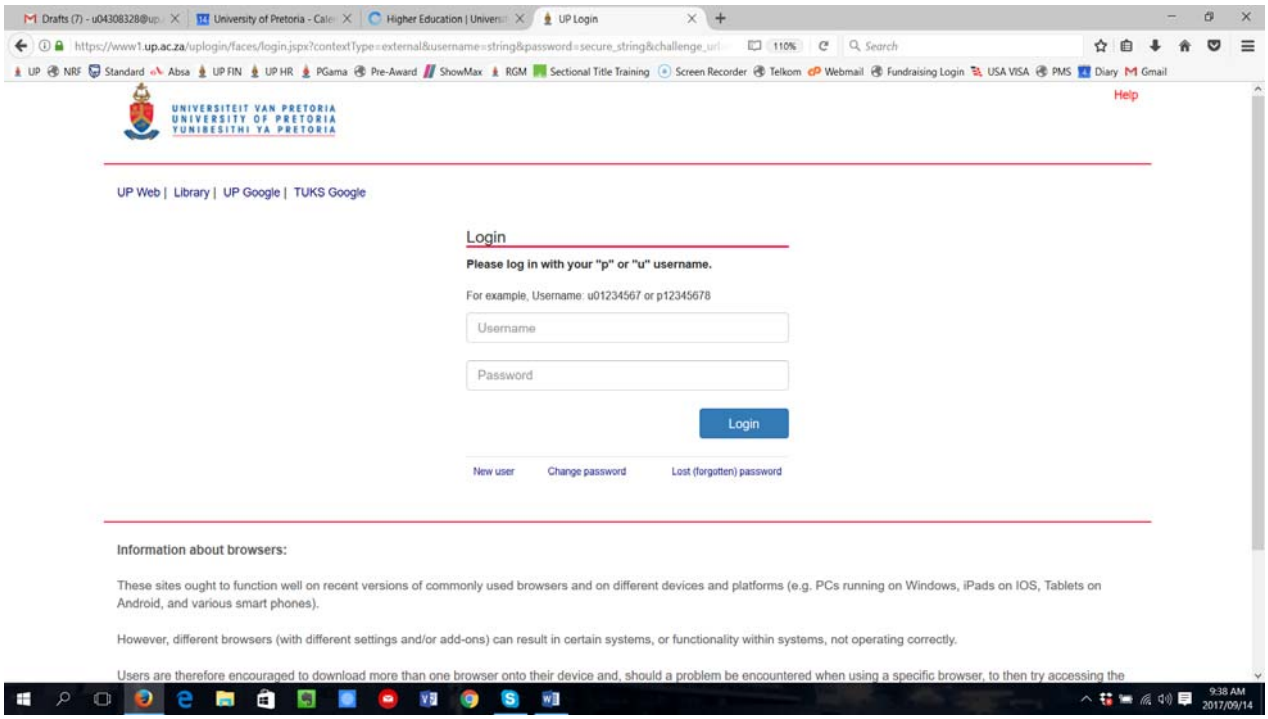
2. Steps in screen shots

8. Copy the Call Code from the emailed *Research Funding Bulletin*



9. Log onto the *UP staff portal*

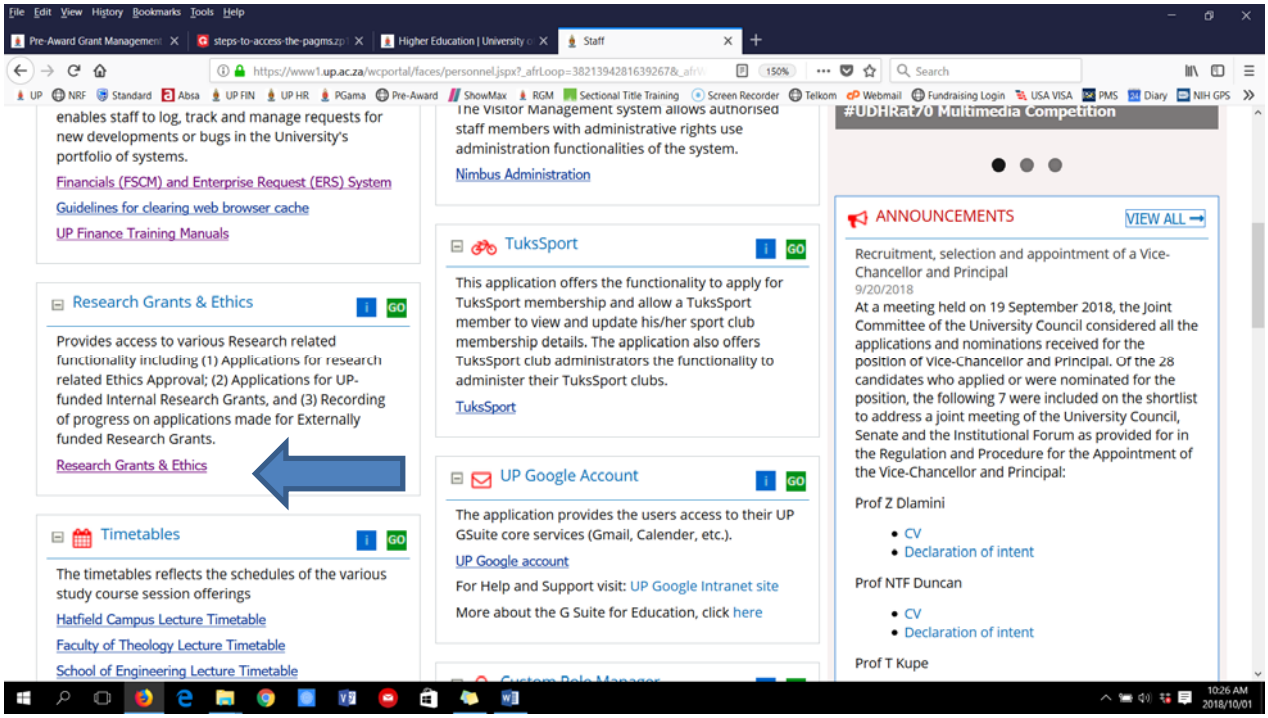




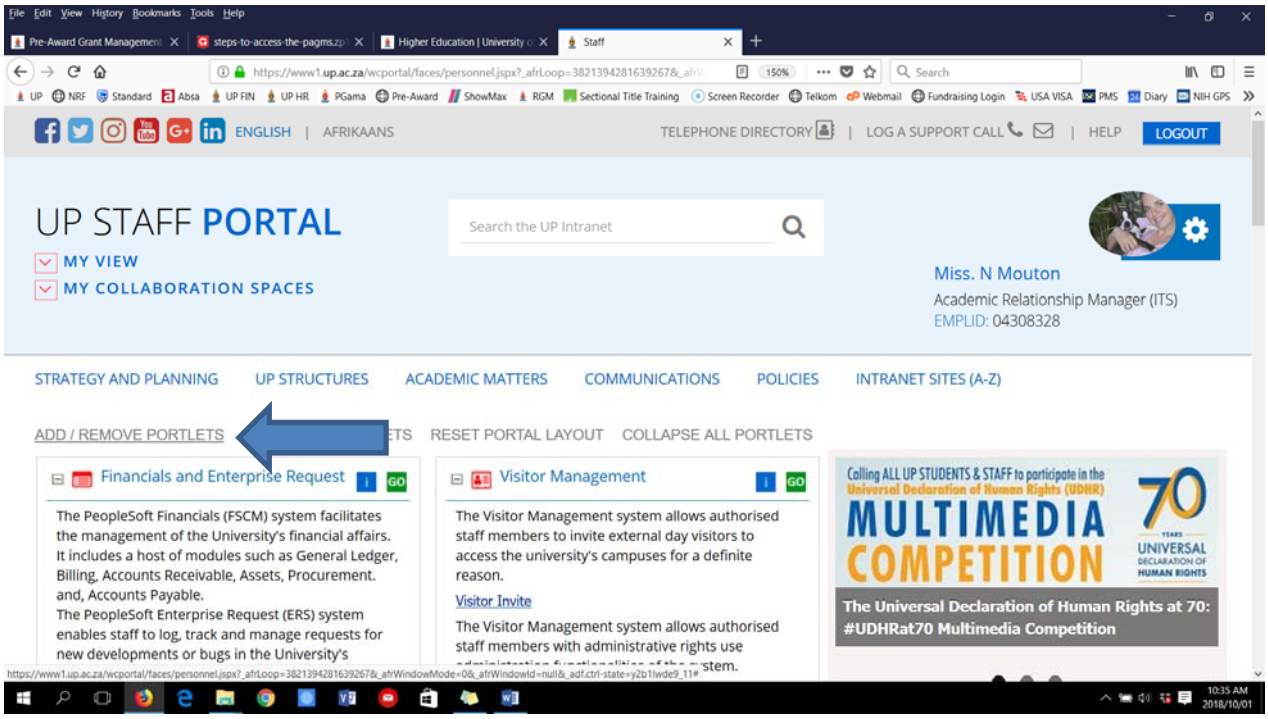
Note:

- You can reset your password or register as a new user using the links at the bottom of the login page.
- If you are experiencing any problems with the login or registration you can contact IT at 012 420 3051.

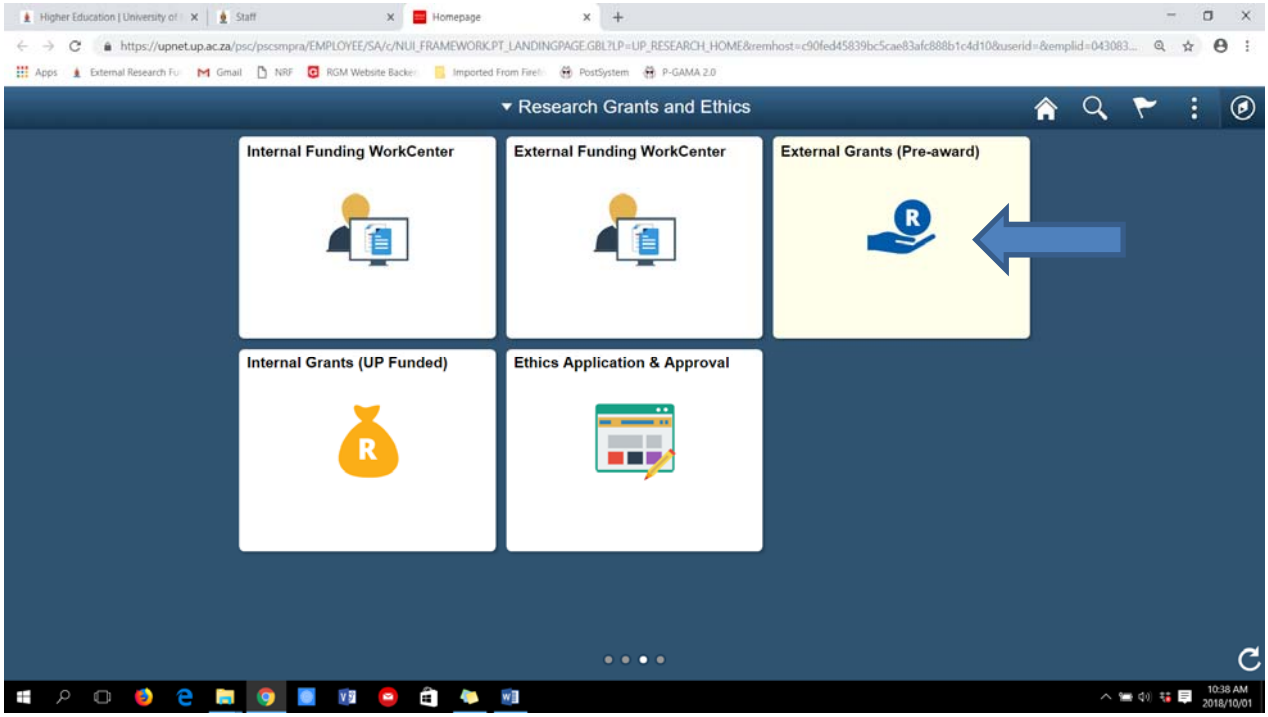
10. Click on *Research Grants and Ethics* portlet



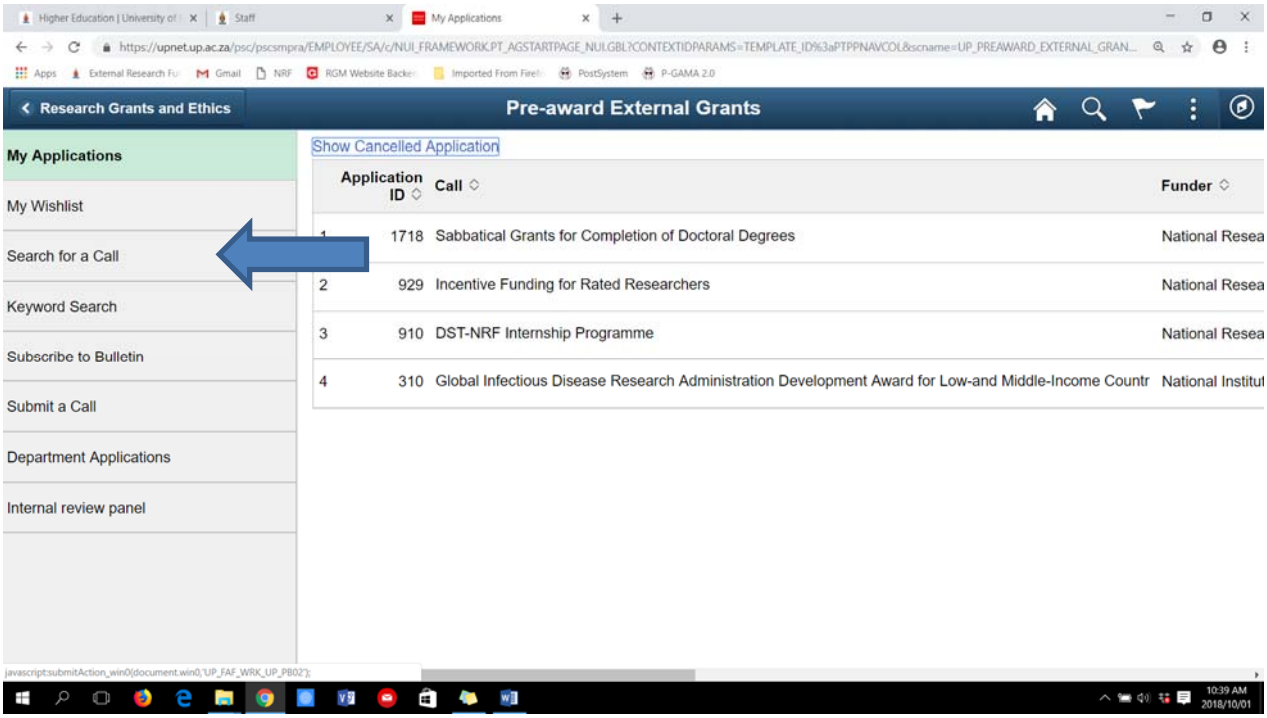
If the portlet is not accessible under the workcentre, click on *Add/Remove Portlets* to add



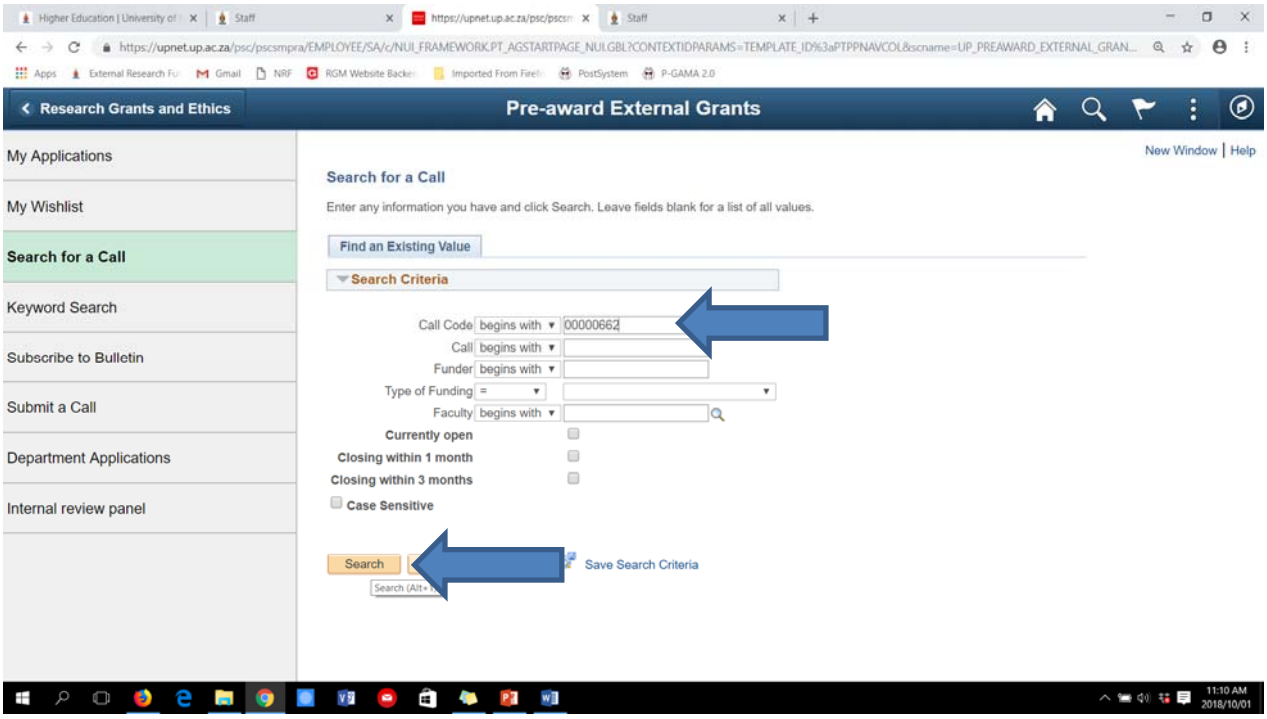
11. Click on *External Grants (Pre-Award)* tile



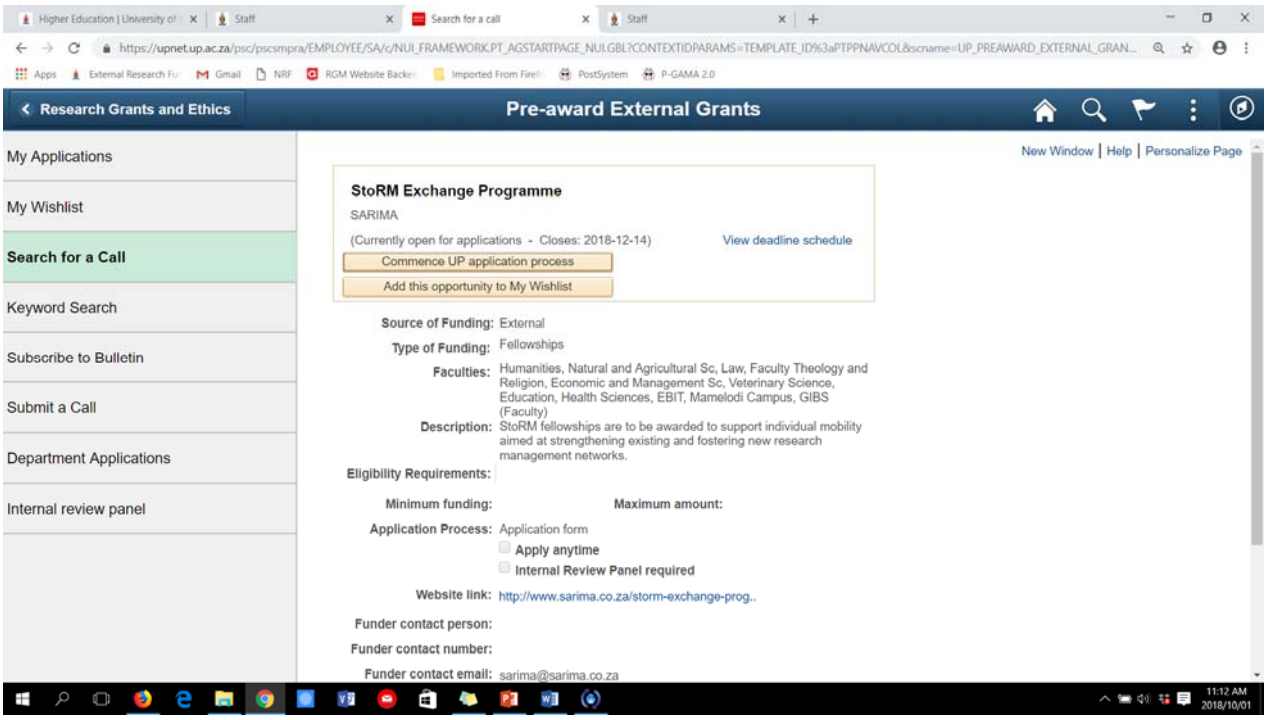
12. Click on *Search for a Call*



13. Paste the Call Code and click on *Search*



14. The detail for the specific call and related documents will display



Refer to *How to Interpret a Funding Call* for additional help to interpret this page.
Link: https://www.youtube.com/watch?v=0AOpsdATfjc#action=share

3. Still struggling?

If you are still struggling to navigate the system you can contact:

Ninette Mouton
Tel: 012 420 3528
Email: ninette.mouton@up.ac.za

Noluthando Zikode
Tel: 012 420 5847
Email: noluthando.zikode@up.ac.za

We also host regular information sessions.
To RSVP for the next session, click here:
http://www.up.ac.za/en/externalresearchfunding/article/2450358/events-and-training-1