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Dear Prof Burton

#### **LAUNCH OF NEW NRF ONLINE SUBMISSION SYSTEM**

**The new *NRF Online Submission System* is scheduled to go live on 15<sup>th</sup> February 2012 with the CV module and the 2012 Incentive Funding for Rated Researchers Call, followed by the 2013 Thuthuka Call on 1<sup>st</sup> March 2012.**

The new system is scalable, user-friendly, highly accessible and robust to cater for high intensity use by external stakeholders and eventual integration with other business applications, specifically InfoEd (RIMS) and the NRF granting system (Phoenix). The system will replace the old *NRF Online* and *Interim* systems which have been used for certain applications. The current *NRF Online System* was developed over five years ago and posed several technical and business challenges to the user community. Over this period, various interventions to stabilise the system were undertaken by the NRF. This has necessitated the NRF to rebuild the *NRF Online System* taking into account the design and architecture of the system as well as re-engineering some of the business processes with the object of delivering a total solution.

The NRF engaged with the RIMS project team to ensure that the data requested as part of the CV module was in line with the InfoEd solution to ensure that the two systems “communicate” with each other. In the future, this will alleviate any dual capturing of CV data. It should be noted that more detailed fields have been added to the output sections on the new *NRF Online Submission System*. A clean-up exercise was undertaken by the NRF to split the content of the existing ‘free text’ on the current *NRF Online System* into the detailed fields on the new system. This data has now been imported into the new system.

We request all applicants to verify their CV data on the new *NRF Online Submission System* **before** responding to calls. The applicant is expected to go into the system and check whether or not her/his revised data is correct. Functionality has been built to allow the applicant to go through each output record and check the content of the new fields, as well as view the existing record on the current *NRF Online Application System* for comparison purposes. Applicants will then be able to (i) indicate whether the record has been approved; (ii) is no longer required (it will be deleted from the system); or (iii) provide feedback on the record to the NRF. A more detailed manual to guide applicants through this process will be available when logging into the system.

The NRF is acutely aware that every new system brings with it its own teething problems and challenges. As our partner, we trust that you will provide us with feedback to further optimise the system. We have therefore implemented feedback functionality on the system where users can provide the NRF Development Team

relevant feedback and/or suggestions on the system. We strongly encourage users to access this functionality so that together we can ensure that the new system is enhanced.

I would be grateful if you could make the user community at your institution aware of the launch of the new *NRF Online Submission System* that is scheduled to go live on **15 February 2012**. We thank you for your cooperation and look forward to being of assistance to you.

Kind regards.

A handwritten signature in blue ink, appearing to read 'Dorsamy Pillay', with a large, sweeping loop at the end.

**Dr Dorsamy (Gansen) Pillay**

Deputy CEO, RISA

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