

Steps to upload UC/ Reports and add publications and patents generated from the ICMR Ongoing Projects

(For Principal Investigators)

STEP 1: Login to ePMS portal and click on 'PI's Project Dashboard' under Dashboard tab (Fig 1).

STEP 2: Click on 'More info' to access your Ongoing Projects (Fig 2).

STEP 3: To add details of publications / patents/ year wise UC and reports, click on 'Add/View' button against the respective fields (Fig 3).

STEP 4: Add the required details and click on 'Click here to save' under publication/ patent tab (Fig 5).

STEP 5: Click on 'Click to Upload' to upload year wise UC and Reports (Fig 8).

STEP 6: An option to upload any other relevant document can be uploaded as '**Others**' under the Upload UC/Reports (Fig 9).

STEP 7: You can access the uploaded documents under 'View Uploaded Documents' from the home page (Fig 10).

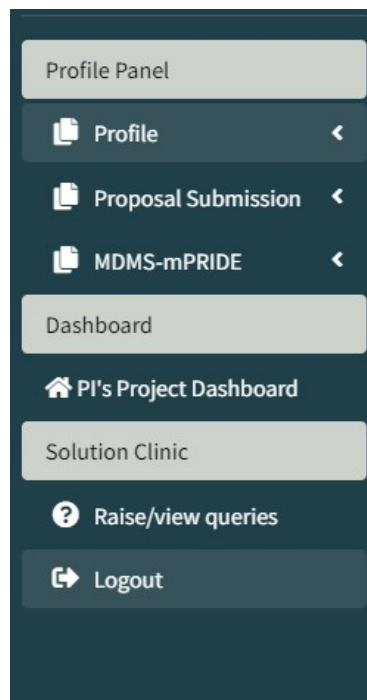


Fig 1: Login to ePMS portal

Click on 'PI's Project Dashboard' under Dashboard tab

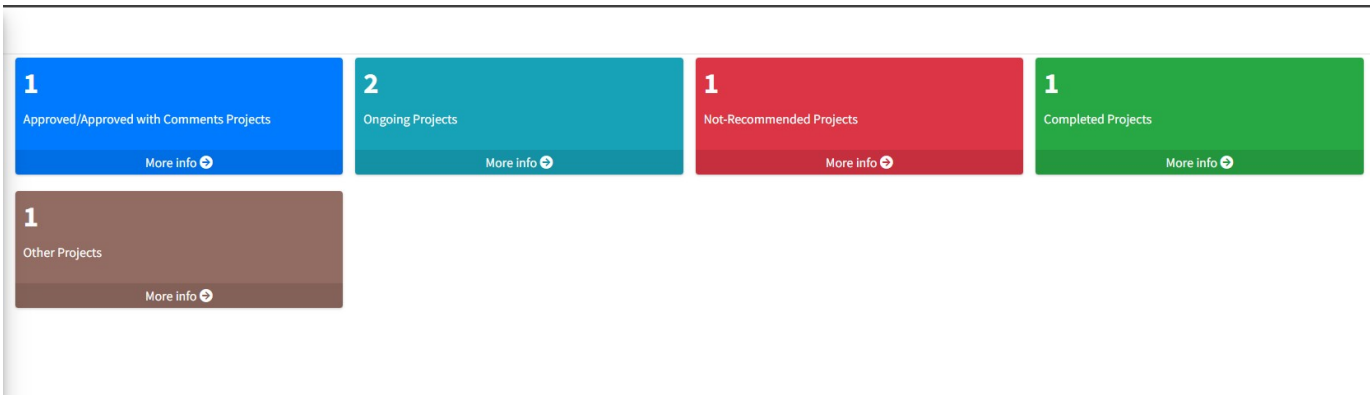


Fig 2: Click on 'More info' to access your Ongoing Projects.

S.No	Proposal ID	Program	Title	Project Status	Publications Generated	Patents Generated	Upload UC/Reports
1	00001	Adhoc	Test Proposal 1	Ongoing	Add/View	Add/View	Click to upload View Uploaded Documents

Showing 1 to 1 of 1 entries

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Fig 3: To add details of publications / patents/ year wise UC and reports, click on 'Add/View' button against the respective fields.

NOTE: Please ensure that the details entered are exclusively generated from the specific project.

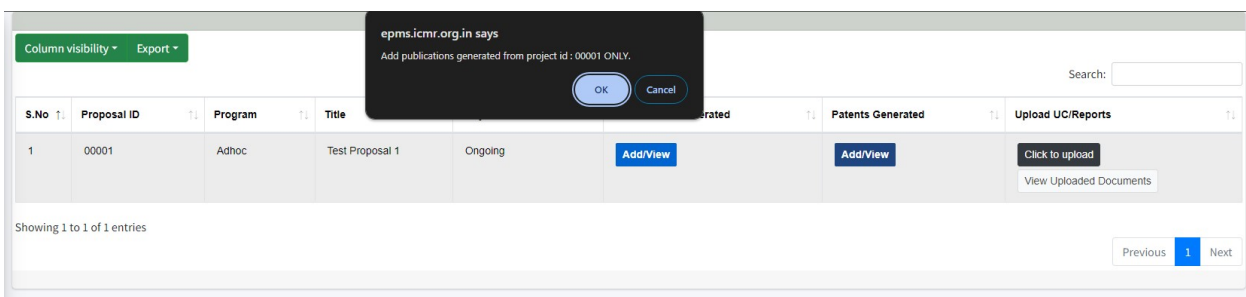


Fig 4: Click on 'OK' only if details are to be entered is generated from the mentioned Project ID.

Add Project Publication Details

Title of publication in AMA style *

Impact factor of Journal

Year*

Author type (First, Last, Corresponding)*

Citation *

Name of policy/programme/ protocol document or patent/commercialization of products where cited.*

Is ICMR Funded? *

[Back](#) [Click here to save](#)

Fig 5: Add the required details and click on 'Click here to save'

View project publication details

#	Title of publication in AMA style	Impact factor of journal	Year	Author type	Citation	Name of policy/programme/ protocol document or patent/commercialization of products where cited.	Is ICMR Funded?	Action
1	Test proposal publication	12	2022	First	AA	AA	Yes	Edit Delete

Fig 6: 'Edit' and 'Delete' buttons have been provided view project publication details.

Column visibility Export

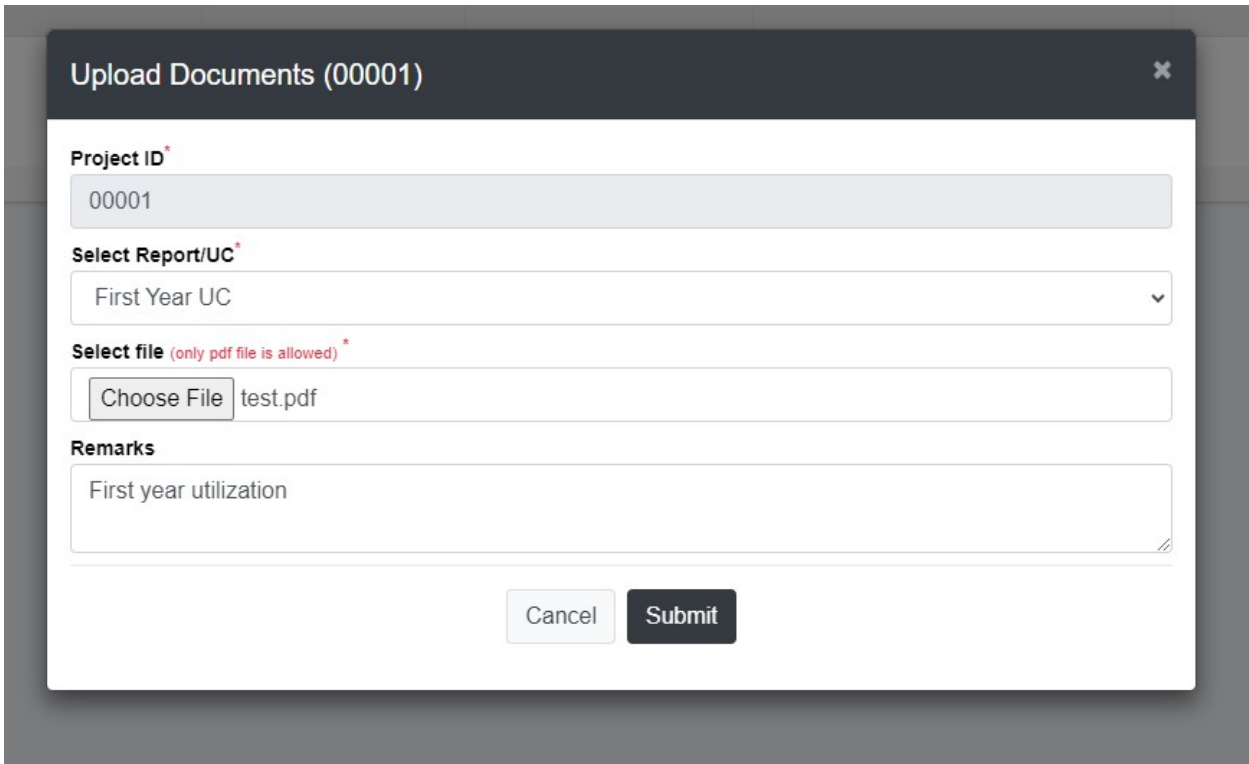
Search:

S.No	Proposal ID	Program	Title	Project Status	Publications Generated	Patents Generated	Upload UC/Reports
1	00001	Adhoc	Test Proposal 1	Ongoing	Add/View	Add/View	Click to upload View Uploaded Documents

Showing 1 to 1 of 1 entries

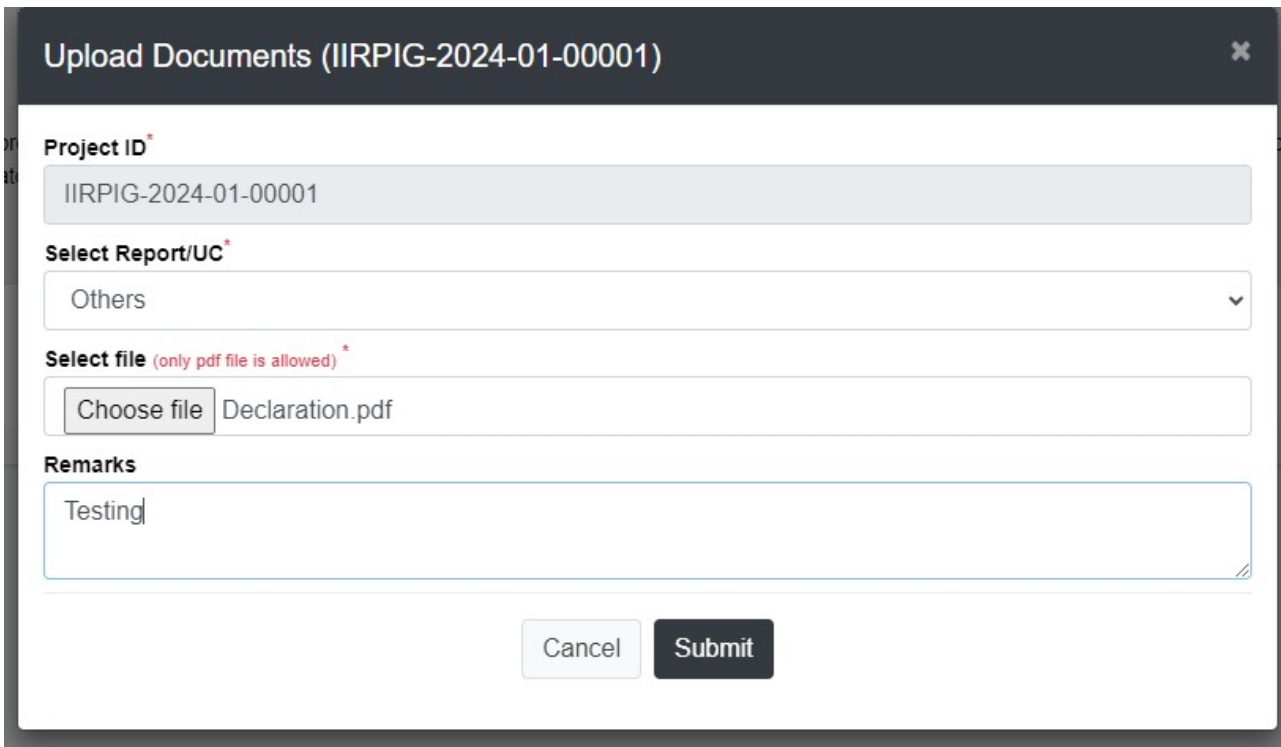
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Fig 7: Click on 'Click to Upload' to upload year wise UC and Reports.



The screenshot shows a modal window titled "Upload Documents (00001)". It contains the following fields: "Project ID" with the value "00001"; "Select Report/UC" with a dropdown menu showing "First Year UC"; "Select file (only pdf file is allowed)" with a "Choose File" button and the filename "test.pdf"; and "Remarks" with the text "First year utilization". At the bottom, there are "Cancel" and "Submit" buttons.

Fig 8: Fill and upload the required details and click on 'Submit' to save the information.



The screenshot shows a modal window titled "Upload Documents (IIRPIG-2024-01-00001)". It contains the following fields: "Project ID" with the value "IIRPIG-2024-01-00001"; "Select Report/UC" with a dropdown menu showing "Others"; "Select file (only pdf file is allowed)" with a "Choose file" button and the filename "Declaration.pdf"; and "Remarks" with the text "Testing". At the bottom, there are "Cancel" and "Submit" buttons.

Fig 9: An option to upload any other relevant document can be uploaded as 'Others' under the Upload UC/Reports

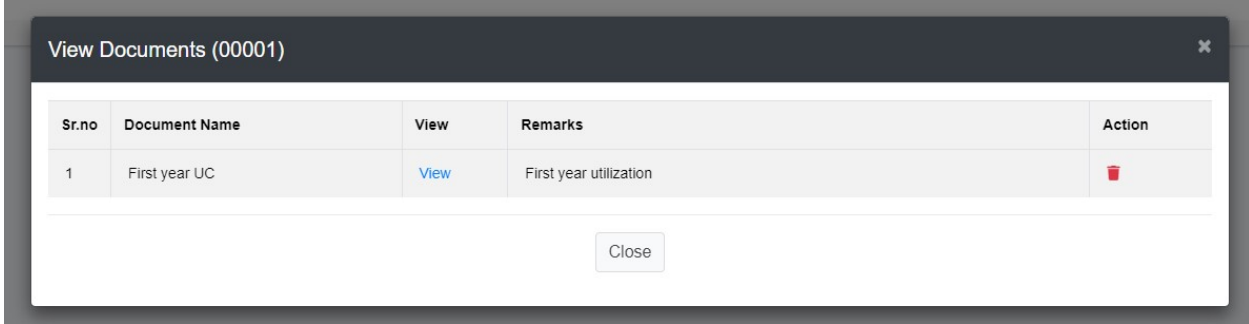


Fig 10: You can access the uploaded documents under 'View Uploaded Documents' from the home page.