

PRINTING YOUR FULL RESEARCH PROPOSAL

Document Approval and Version Control

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|-----------------------|--|
| Procedure | Clarity User Guide |
| Document version: | Version 1.0 |
| Prepared By: | Nicole Legovich |
| Date: | 11 July 2018 |
| Approved By: | General Manager, Research & Innovation |
| Date: | 13 July 2018 |
| Effective date: | 13 July 2018 |
| Policy review due by: | 13 July 2021 |

Responsible Officer

| Name | Position | Contact Details |
|--------------|--|-----------------|
| Michael Beer | General Manager, Research & Innovation | (02) 6923 6915 |

1. How to Login to Clarity

In the address window of your internet browser, enter the URL (<http://research.agrifutures.com.au>) and click **Go**.

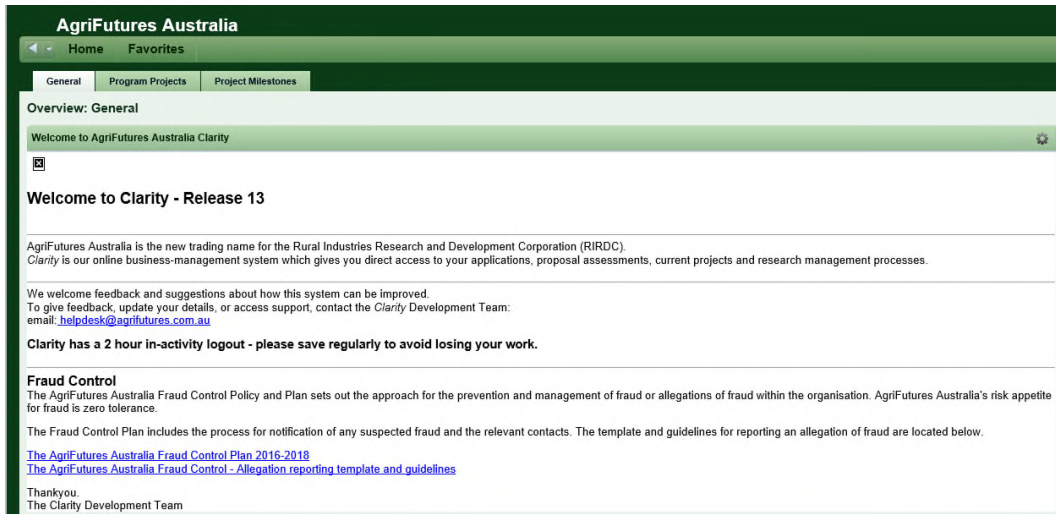
The Clarity Login screen appears. Enter your **Username** and **Password** and click **Login**.



Forgotten your login details?

Email AgriFutures Australia Helpdesk helpdesk@agrifutures.com.au

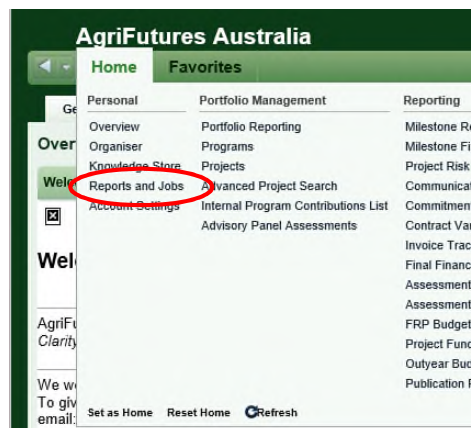
Your personal overview page will appear. Please verify the information on the screen. If the information is correct please continue. If not, please email the AgriFutures Australia Helpdesk helpdesk@agrifutures.com.au to have it updated.



2. Printing or saving your full research proposal

Please note: to print or save your preliminary research proposal, you will need to know the Project ID for your proposal.

Under Home, Personal select Reports and Jobs.



A list of reports that you can run will be displayed. Select the **Full Proposal** report by clicking on its name.

| Filter Show All Clear | | |
|-------------------------------------|--|--|
| <input type="checkbox"/> | Report Type ▲ | Description |
| <input type="checkbox"/> | Conference Sponsorship Application | Conference Sponsorship Application |
| <input type="checkbox"/> | Contract Variation | Contract Variation |
| <input checked="" type="checkbox"/> | Full Research Proposal | Full Research Proposal |
| <input type="checkbox"/> | Full Research Proposal by Program - DOC | Full Research Proposal by Program - DOC |
| <input type="checkbox"/> | Full Research Proposal by Program - PDF | Full Research Proposal Batch - PDF |
| <input type="checkbox"/> | Preliminary Research Proposal | Preliminary Research Proposal |
| <input type="checkbox"/> | Preliminary Research Proposal by Program - DOC | Preliminary Research Proposal by Program - DOC |
| <input type="checkbox"/> | Preliminary Research Proposal by Program - PDF | Preliminary Research Proposal by Program - PDF |
| <input type="checkbox"/> | Research Agreement | Research Agreement |
| <input type="checkbox"/> | Travel Application | Travel Application |

A properties page will be displayed as follows. Click on the binoculars beside the **Project ID** field.



Report Type: Full Research Proposal - Report Properties

General

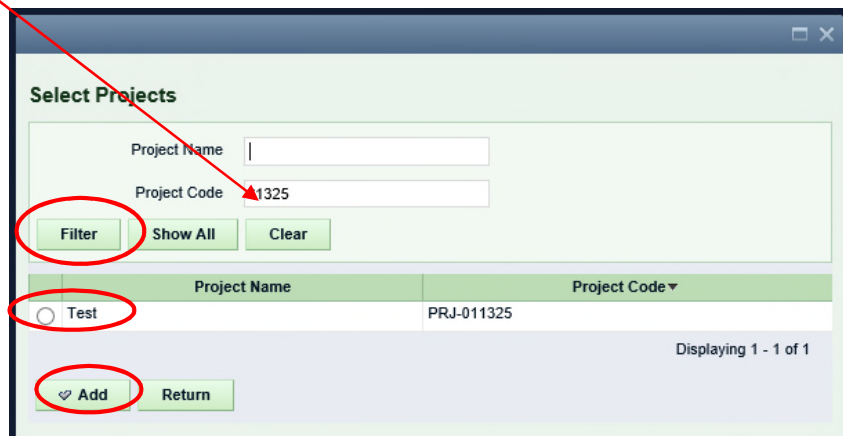
Report Name: Full Research Proposal

Parameters

Project ID: [Empty] [Binoculars icon circled in red]

Save Parameters

The browse window will appear which will allow you to search for your Project ID in the **Project Code** field. Enter the Project ID of your application (e.g. *1325) and select **Filter**.



Select Projects

Project Name: [Empty]

Project Code: *1325

Filter Show All Clear

| Project Name | Project Code |
|----------------------------|--------------|
| <input type="radio"/> Test | PRJ-011325 |

Displaying 1 - 1 of 1

Add Return

When your Project ID appears click the circle next to the number and click **Add**.



Report Type: Full Research Proposal - Report Properties

General

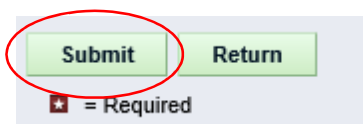
Report Name: Full Research Proposal

Parameters

Project ID: Test

Save Parameters

Click on the **Submit** button at the bottom of the page.

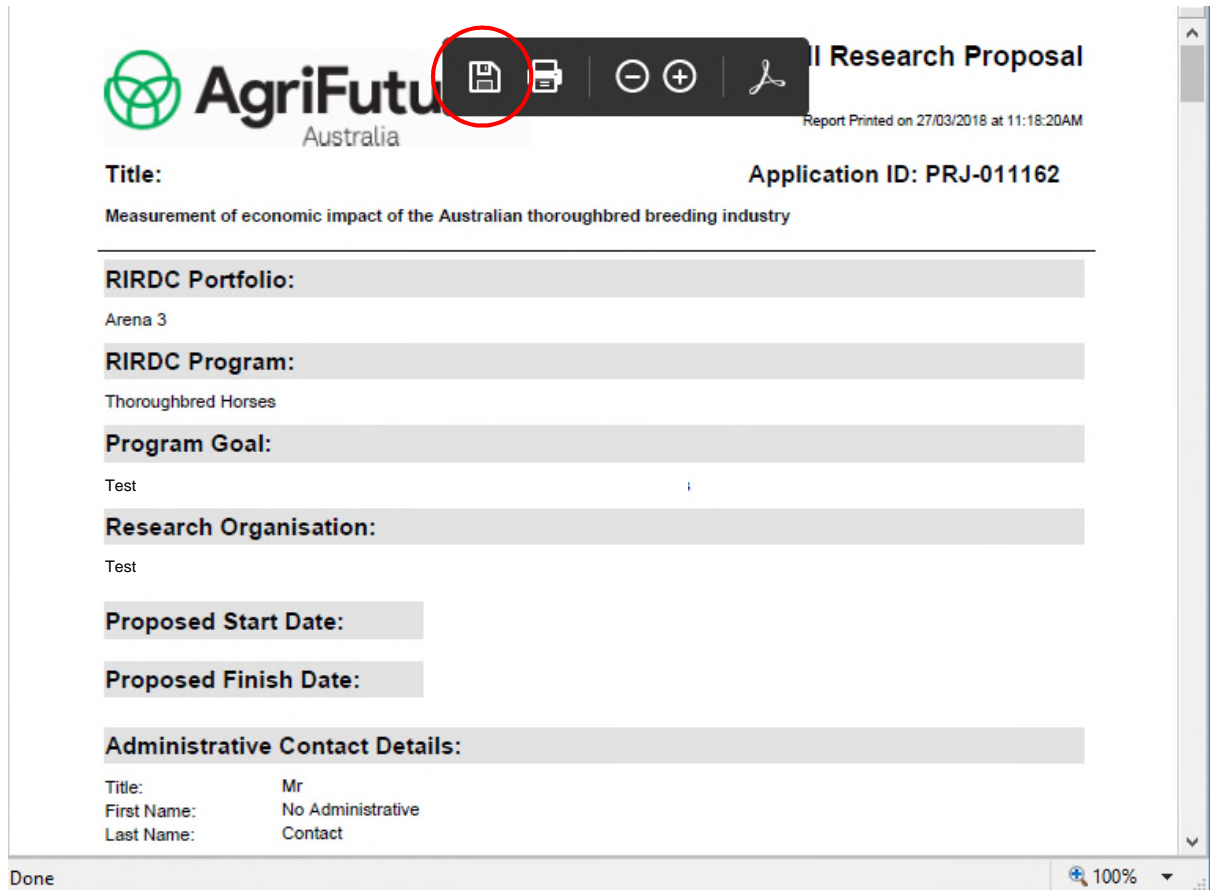


Submit Return

* = Required

Your proposal should now display in a new window, if your proposal doesn't display, check your internet browser Pop-up settings and allow Pop-ups from agrifutures.com.au.

TO SAVE: Click the Save Icon.



AgriFutures Australia | Research Proposal
Report Printed on 27/03/2018 at 11:18:20AM

Title: Measurement of economic impact of the Australian thoroughbred breeding industry
Application ID: PRJ-011162

RIRDC Portfolio:
Arena 3

RIRDC Program:
Thoroughbred Horses

Program Goal:
Test

Research Organisation:
Test

Proposed Start Date:

Proposed Finish Date:

Administrative Contact Details:

| | |
|-------------|-------------------|
| Title: | Mr |
| First Name: | No Administrative |
| Last Name: | Contact |

Done | 100%