

Proiecte colaborative de cercetare EEA - Grants 2014 – 2021

Ghidul de utilizare a platformei pentru contractarea on-line

Cuprins

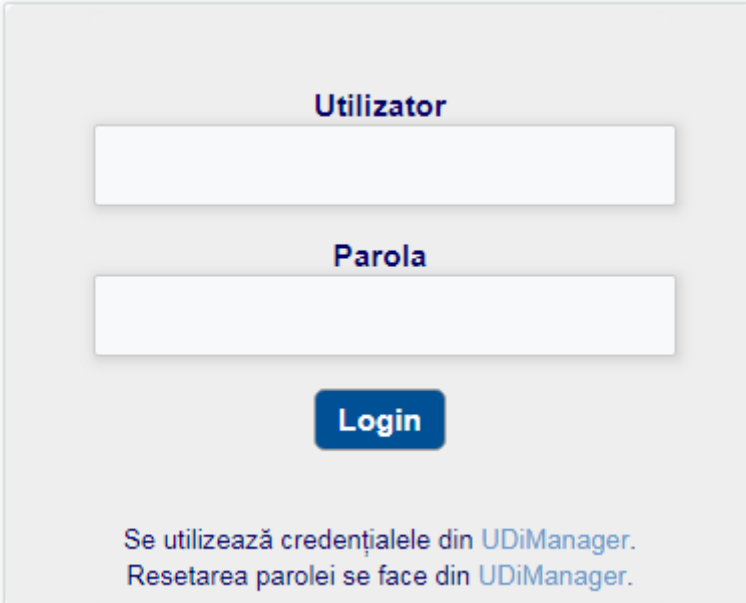
I. Date de autentificare	2
1. Autentificare	2
2. Recuperarea parolei pentru un cont existent	3
II. Contractarea online a proiectelor	4
1. Sectiunea „Informatii Generale”	5
1.1. Date Generale.....	6
1.2. Consortiu	6
1.3. Lista Personal.....	6
2. Sectiunea „Informatii Financiare”	7
2.1. Deviz Cadru.....	7
2.2. Plan de realizare	7
3. Sectiunea „Verificare/Finalizare”	8
4. Sectiunea „Avans”	8

Pagina de web: <http://uefiscdi-direct.ro/EVoC>

I. Date de autentificare

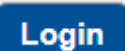
1. Autentificare

- Accesati butonul [[Autentificare](#)] dupa care se va deschide urmatoarea fereastra:



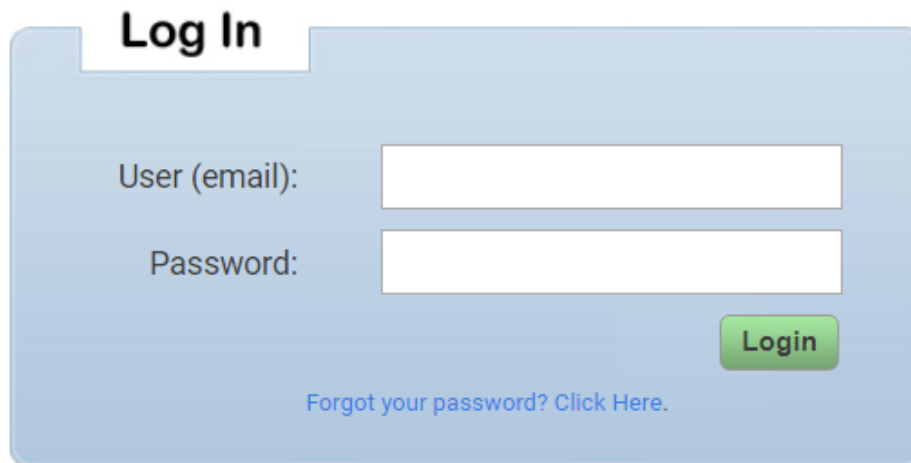
The image shows a login form with the following elements:

- A text label "Utilizator" above a white input field.
- A text label "Parola" above a white input field.
- A blue button with the text "Login".
- Below the button, the text: "Se utilizează credențialele din UDiManager. Resetarea parolei se face din UDiManager."

- Completați campurile utilizator (e-mail) și parola cu datele de identificare utilizate până acum pe platforma on-line.
- Pentru autentificare accesați butonul 

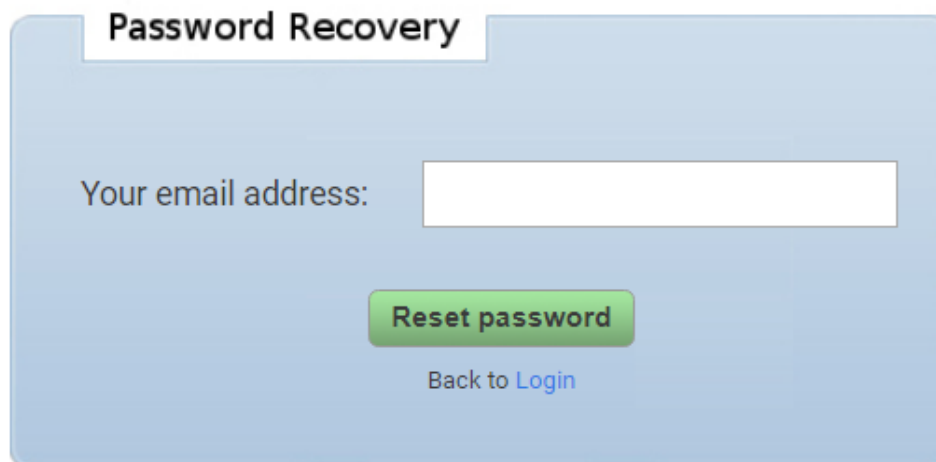
2. Recuperarea parolei pentru un cont existent

- Recuperarea parolei se face din [UDiManager](#).
- Accesati butonul [\[Log In \]](#) dupa care se va deschide urmatoarea fereastra:



The image shows a 'Log In' form with a light blue background. At the top left, the text 'Log In' is displayed in a bold, black font. Below this, there are two input fields: 'User (email):' and 'Password:'. To the right of the 'User (email):' label is a white rectangular input box. To the right of the 'Password:' label is another white rectangular input box. Below the input boxes, there is a green button with the text 'Login' in white. At the bottom center of the form, there is a blue link that says 'Forgot your password? Click Here.'

- Accesati butonul [Forgot your password?](#) dupa care se va deschide fereastra de recuperare a parolei:



The image shows a 'Password Recovery' form with a light blue background. At the top left, the text 'Password Recovery' is displayed in a bold, black font. Below this, there is a label 'Your email address:' followed by a white rectangular input box. Below the input box, there is a green button with the text 'Reset password' in white. At the bottom center of the form, there is a blue link that says 'Back to Login'.

- Dupa completarea campului „E-mail”cu adresa de e-mail asociata contului se acceseaza butonul

[Reset password](#)

II. Contractarea on-line a proiectelor

- Prin accesarea butonului **Management Proiecte** din meniul din stanga paginii principale se va deschide fereastra „Lista proiectelor finantate”

The screenshot shows a web application interface for managing projects. On the left, there is a navigation menu with options like 'Management Proiecte'. The main area is titled 'Lista Proiectelor Finantate' and contains a search bar, a table of project details, and a sidebar with status options. The table has columns for 'Nr. Crt.', 'Nr. contract / Data (Cod Depunere)', and 'Director Proiect (Titlu Proiect)'. A search bar below the table allows filtering by contract number, date, or director title. The sidebar on the right includes 'Status Contractare', 'Statusuri Acte Additional', 'Statusuri Note Justificative', 'Statusuri Raportare', and 'Operatii'.

- Pentru a accesa „Interfata de Control a Proiectului” apasati butonul **Acceseaza...** din dreptul proiectului
- Dupa accesarea butonului se va deschide fereastra:

The screenshot shows the 'Interfata de Control a Proiectului' (Project Control Interface). It features a dark blue header with the text 'CONTRACTARE ON-LINE'. Below the header, there is a section for contract details: 'CONTRACTUL DE FINANTARE NR. x din 02/05/2019', 'Cod depunere: EEA-RO-NO-2018-C...', and 'Status contractare: Salvat Contractor'. A green button labeled 'Acceseaza contract...' is positioned to the right of the contract details. At the bottom of the interface, there is a button labeled 'Inapoi la lista proiectelor...'.

- Pentru sectiunea dedicata contractului de finantare se apasa butonul

Acceseaza contract...

1. Sectiunea „Informatii Generale”

- Dupa accesarea butonului **Acceseaza contract...** se va deschide fereastra:

Informatii Generale		Informatii Financiare	Verificare / Finalizare(1)	Upload Contract (Ofiter)(1)	Previzualizare Print
Date Generale(4)		Consortiu(4)	Lista Personal(4)	Upload(4)	
Date Generale*					
Cod proiect**	EEA-RO-NO-2018-CCCC				
Nr contractului	(va fi completat de către ofiterul UEFISCDI)				
Titlul proiectului** (in română)	rnt				
Titlul proiectului** (in engleză)	Artificially controlled prostheses equipped with a neural skin and sensorial feedback				
Acronimul proiectului**	A.M.I.				
Propunerea de proiect in engleză (fișier tip .PDF)	Annex 1.2 - A.M.I. rnt Contract Listers.pdf (01/10/2018, 3261.13 kb)				
Domeniu**	E.3 - Advanced robotics, mechatronics and additive manufacturing technologies (3D printing, bio-printing);				
Abstract** (in română)	This research project aims to develop and implement a prosthetic arm, equipped with a tactile skin and sensorial feedback, for patients with limb loss. The project is addressing the topics of: the development of advanced robotics, mechatronics and additive manufacturing technologies (3D printing, bio-printing) and translational medicine in regenerative medicine, neurodegeneration and neuroprosthetics. The neuroprosthetic fabrication technology will include developing 3D printing robotic structure, bio-printing of neuronal networks and advanced hardware and software systems for neuroprosthetic development. The application field is directly in the medical area, by means of regenerative medicine (neuroprosthetics) in helping the limbless patients and connecting them to				
Abstract** (in engleză)	This research project aims to develop a personalized arm neuroprosthesis, equipped with a tactile skin and sensorial feedback for patients with partially amputated limbs. The project is addressing the topics of: Advanced robotics, mechatronics and additive manufacturing technologies (3D printing, bio-printing) and Translational medicine in regenerative medicine, neurodegeneration and neuroprosthetics. The neuroprosthetic fabrication technology will include developing 3D printing robotic structure, bio-printing of neuronal networks and advanced hardware and software systems for neuroprosthetic development. The application field is directly in the medical area, by means of regenerative medicine (neuroprosthetics) in helping the limbless patients and connecting them to the neural sensory interface, and by performing neuroprosthetic surgery for the neuroprosthetic implantation. These arm neuroprostheses will retain important function for the patients, by reusing the functional abilities initially provided by the healthy hand (by moving again the fingers of the patient). The patient will be able to move daily objects again, based on the action reflexes and the motor abilities that are already available to the direct connection to the nervous system. The neuroprosthesis will therefore provide the opportunity for a faster and better rehabilitation job, consistent with the patient's rehabilitation needs for accelerated rehabilitation. This innovative research project relies on the interdisciplinary partnership of experts (academic and industry) covering Robotics, Mechatronics, Medicine, and Material Science fields from Romania and abroad. The project will provide research training for young researchers in a high-level research area (robotics, bio-printing, bioelectronic interfaces, and advanced robotics) and will encourage the access of female researchers to the project work. The total number of female researchers in the project is about 50%. They are also responsible for workpacks and tasks leading to the project's completion. The project will also contribute to increasing the application of research results in regenerative medicine, human-machine interfaces, organ-on-chip (Bio-printing for nerves regeneration), advanced robotics, new paradigms in neuroprosthetic surgery.				

- Aceasta sectiune cuprinde urmatoarele campuri:
 - ✓ Date Generale
 - ✓ Consortiu
 - ✓ Lista Personal
 - ✓ Upload

1.1. Date Generale

- **Important!!!** Campurile „Data inceperii contractului” si „Data incheierii contractului” genereaza sectiunile „Deviz” si „Plan de realizare”.
- Dupa completarea tuturor campurilor (toate campurile editabile sunt obligatorii) se salveaza datele apasand butonul

Salveaza datele

1.2. Consortiu

- Aceasta sectiune cuprinde lista partenerilor implicati in proiect.
- **Important!!!** Campurile „Denumirea Institutiei”, „Codul de identificare fiscala”, sunt preluate automat din datele introduse la depunerea ofertei in platforma de depunere on-line.
- Dupa completarea tuturor campurilor (toate campurile editabile sunt obligatorii) se salveaza datele apasand butonul

Salveaza datele

1.3. Lista Personal

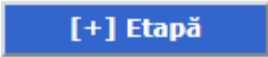
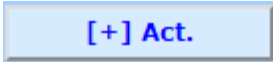
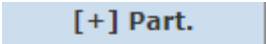

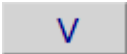
- Aceasta sectiune cuprinde persoanele cheie introduse la depunerea ofertei, precum si alte persoane ce vor fi nominalizate pe posturile care au fost prevazute in structura echipei de cercetare din cererea de finantare.
- Pentru a adauga persoane in lista accesati butonul [Adaugă](#)
- Pentru a sterge o inregistrare accesati butonul [Șterge](#)

2. Sectiunea „Informatii Financiare”



2.1. Deviz Cadru

- In sectiunea „Deviz Cadru” sunt trecute datele financiare pe parteneri, pe categorii de cheltuieli si pe ani.

2.2. Plan de realizare

- In aceasta sectiune se vor completa activitatile desfasurate in cadrul proiectului, impartite pe parteneri si sumele aferente.
- Pentru adaugarea unei etape in plan se acceseaza butonul 
- Pentru adaugarea unei activitati in cadrul unei etape se acceseaza butonul 
- Pentru adaugarea unui partener in cadrul unei activitati se acceseaza butonul 
- Pentru a sterge o linie din planul de realizare se acceseaza butonul  din dreptul liniei care se doreste a fi stearsa.
- Pentru a muta o activitate dintr-o etapa in alta se acceseaza butonul 
- **Important!!!** Un rand se poate sterge numai in cazul in care nu exista alte inregistrari care sunt legate de acesta.
Ex.: nu se poate sterge o etapa care are activitati derivate, sau nu puteti sterge o activitate care are inregistrari cu parteneri care realizeaza respectiva activitate. Daca aveti inregistrari care sunt legate de randul pe care doriti sa-l stergeti trebuie sa stergeti intai aceste inregistrari.
- Totalurile pe activitati si pe etape se calculeaza in momentul in care se salveaza datele introduse.

3. Sectiunea „Verificare/Finalizare”

- Dupa introducerea tuturor datelor necesare puteti finaliza contractarea on-line accesand sectiunea „Verificare/Finalizare”.
- Inainte de finalizarea contractarii on-line, asigurati-va ca toate informatiile din platforma sunt corecte prin accesarea butonului  **Verifica Formularele**
- Dupa verificarea corectitudinii informatiilor din platforma, puteti finaliza contractarea on-line accesand butonul  **Finalizeaza Contractarea**
- **Important!!!** In cazul in care apar erori contractarea nu poate fi finalizata.
- **Important!!!** Contractul de finantare si anexele aferente vor putea fi tiparite dupa validarea acestora de catre responsabilul de proiect al UEFISCDI.

4. Sectiunea „Avans”

- **Important!!!** Se va completa dupa validarea de catre ofiter a contractarii.