

RAMSES
ECSU ELECTRONIC
PROPOSAL ROUTING

Presented by:

Office of Sponsored Programs

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ACCESSING RAMSES

[HTTPS://ECSU.MYRESEARCHONLINE.ORG/RAMSES](https://ECSU.MYRESEARCHONLINE.ORG/RAMSES)



ELIZABETH CITY
STATE UNIVERSITY

UserID:

Password:

Sign In

Forgot Your Password? Unable to Login? [Click Here](#) for assistance.

ACCESSING RAMSES

- ▶ Login to live data July 1, 2012:
 - ▶ Your Computer username and password



The screenshot shows the login interface for the RAMSeS system. At the top is the logo of Elizabeth City State University, which consists of two stylized blue figures. Below the logo, the text reads "RESEARCH AT ECSU" in a blue serif font, followed by "RAMSeS" in a smaller, italicized blue serif font. Underneath, it says "Application for Grant, Contract, or Cooperative Agreement" and "Office of Sponsored Programs @ Elizabeth City State University" in a small black sans-serif font. The login form itself is a light gray rectangle containing two input fields: "Username:" followed by a white text box, and "Password:" followed by a white text box. Below these fields is a blue "Login" button with white text.

Home Page/Dashboard

RAMSeS ASU Proposal and Award Development For immediate assistance contact ORSP at 828.262.2130

HOME MY DASHBOARD HELP REPORTING ADMIN LOGOUT

Proposal Dashboard

- [Start New Proposal](#)
- 1 [My Proposals](#)
- [Proposals In My Dept](#)
- [Assumption of Risk Inbox](#)

Award Dashboard

- [My Awards](#)
- [Awards In My Dept](#)
- [ARRA Submissions](#)

Certifications/Approvals

- [PI Certification Inbox](#)
- [Dept Approval Inbox](#)

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>> Welcome to RAMSeS (Research Administration Management System & eSubmission)

The RAMSeS research proposal and award management information system provides a full range of functionalities - from pre-award (creation and electronic routing of proposals, including electronic departmental approval and PI certification) through post-award (account set-up and award management) - and also serves as a data repository with a comprehensive reporting functionality.

Proposal Dashboard

- [Start New Proposal](#) - initiate new proposals by creating and submitting eIPFs
- [My Proposals](#) - access proposals you have created/submitted, or on which you are named
- [Proposals In My Dept](#) - access proposals in administering / approving departments for which you have been assigned Proposal Data Access*
- [Assumption of Risk Inbox](#) - review, approve, and track Assumption of Risk in departments for which you have been assigned as a Assumption of Risk (AOR) Approver*

Award Dashboard

- [My Awards](#) - view Recent Awards, and Active and Inactive Projects on which you are named
- [Awards In My Dept](#) - view Recent Awards and Projects for administering departments for which you have been assigned Award Data Access*
- [ARRA Submissions](#) - view and track departmental ARRA eProgress Reports. Research Account Managers* also access ARRA eProgress reports from the Unsubmitted tab (for preparation and submission)

Certifications / Approvals

- [PI Certification Inbox](#) - review, certify, and track proposals on which you serve as Lead or Principal Investigator
- [Dept Approval Inbox](#) - review, approve, and track proposals in departments for which you have been assigned as an IPF Approver*

For Help

- For technical questions or assistance please contact [ORSP](#) at 828.262.2130
- *For policy and/or procedural questions or assistance, contact the [Office of Research and Sponsored Programs](#) at 828.262.2130
- [Contact ORSP/Administrative Support](#) - Select the topic you need help with to get the name and contact information of the person best-suited to assist you.
- [FAQ](#) - RAMSeS Frequently Asked Questions
- [IPF Help](#) - Questions and answers corresponding to each section of the IPF

Other Features

- [Reporting](#) - Generate Proposal, Award, and Project reports for a particular Investigator, Department, School, Sponsor, etc. Report data may easily be exported into Excel on your desktop

• **Start New Proposal** = Brand new submission or submissions transferring over to ASU from another institution

• **My Proposals** = Access to all un-submitted and submitted proposals along with those that have been funded.

• **Proposals in My Dept** = Access for department heads to their departments proposals

• **Departmental Approval Inbox** = Dean and department level access to submissions

• **Assumptions of Risk Inbox** = Access to proposals that have an AOR

• **My Awards** = Access to all active and inactive awards

• **Awards In My Dept** = Access for department heads to their departments awards

• **ARRA Submissions** = Access to any ARRA reports that a PI has

• **PI Certification Inbox** = Where PIs go to electronically sign proposals they are named on

Accessing Proposals

- From My Proposals use either the Unsubmitted or Submitted Proposal tab
- Click on the proposal number

The screenshot shows the RAMSeS web application interface. At the top, the logo and name 'RAMSeS ASU Proposal and Award Development' are displayed, along with contact information for ORSP. A navigation menu includes links for HOME, MY DASHBOARD, HELP, REPORTING, ADMIN, and LOGOUT. The main content area is titled '>> My Proposals' and features two tabs: 'Unsubmitted Proposals' (highlighted in yellow) and 'Submitted Proposals' (highlighted in green). Below the tabs, a message states: 'Below is a list of unsubmitted proposals you initiated or on which you are listed.' A table displays one proposal entry with columns for Created, Prop No., Project Name, Sponsor, Deadline, and Role. The entry shows a proposal created on 05/11/2011 with the number 11-0299, titled 'Briley, NSF', sponsored by the National Science Foundation (NSF), with a deadline of 05/20/2011 and the user as the Owner. Action links for Edit, Copy, and Delete are provided for this entry. The table is followed by pagination information: 'View 1 - 1 of 1' and 'Page 1 of 1'. At the bottom right of the table area, there are 'Print' and 'View All' buttons.

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HOME MY DASHBOARD HELP REPORTING ADMIN LOGOUT

Proposal Dashboard

- Start New Proposal
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Award Dashboard

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- Awards In My Dept
- ARRA Submissions

Certifications/Approvals

>> My Proposals

Unsubmitted Proposals Submitted Proposals


Below is a list of unsubmitted proposals you initiated or on which you are listed.

Created	Prop No.	Project Name	Sponsor	Deadline	Role	
05/11/2011	11-0299	Briley, NSF	National Science Foundation (NSF)	05/20/2011	Owner	Edit Copy Delete

View 1 - 1 of 1 Page 1 of 1

Print View All

Proposal Check List

Item List 11-0061 

View or Edit completed sections by clicking the name next to the check.

- ✓ General Info >>
- ✓ [Personnel](#)
- ✓ [Budget](#)
- ✓ [Conflict of Interest](#)
- ✓ [Research Subjects](#)
- ✓ [Subcontractors](#)
- ✓ [Export Control](#)
- ✓ [Intellectual Property](#)
- ✓ [Community Benefits](#)
- ✓ [Location of Sponsored Activities](#)
- ✓ [Application Abstract](#)
- ✓ [Attachments](#)
- ✓ [Approving Depts](#)
- ✓ [Submission Notes](#)

Done

>> General Information

* Indicates Required Fields



Funding Agency(ies)

* Sponsor/Funding Agency
Funding Opportunity/Sponsor Application (If Federal Grant, CFDA) No
Sponsor Program Title:
Proposal Guideline URL:

Prime Funding Agency:

Address:
Contact Phone:

General Proposal Information

* Proposal Name: Hoffman - TACCM Internsh
*Project Start Date: 05/18/2010 
*Project End Date: 08/08/2010 
*Activity Type/Chess Code: [Click Here to Add/Remove](#)

*Proposal Type: New

General Information

- **Personnel**
- **Budget**
- Research Subjects
- Subcontractors
- Export Control
- Intellectual Property
- Community Benefits
- Location of Sponsored Activities
- Application Abstract
- **Attachments**
- **Approving Depts**
- **Submission Notes**
- Submit Proposal Button

Administering Proposal

The screenshot displays the RAMSeS (Research Administration Management System) web interface. The main content area is titled 'Proposal Routing Status' and shows details for proposal 10-0199. The proposal is sponsored by the US DHHS NIH National Institute of Allergy and Infectious Diseases (NIAID). The lead investigator is Martisha Wallace, and the project title is 'Nanoparticles as a route for osteomyelitis therapy'. The deadline is 10/16/2009. The proposal has been successfully submitted, and all lead/principal investigators and approving departments have been notified. The interface includes a navigation menu on the left with sections for Proposal Dashboard, Award Dashboard, and Certifications/Approvals. At the bottom, there are buttons for 'Approvals', 'Compliance', 'Status History', 'Assumption of Risk', and 'Awards'. A table lists the investigator(s) who must certify the proposal and the department(s) that must authorize it.

Investigator	Role	Decision
Martisha Wallace	Lead Principal Investigator	Certified on 11/19/2009 09:25

Order	Department	Authorizing Person(s)	Authorizing Decision
1	Center For Research Excellence In Nanosciences	Yousef Haik	Authorized By Yousef Haik

Approvals

- Shows the status of electronic process

Compliance

- Shows IRB information

Status History

- Shows all the administrative changes made to proposal

Assumption of Risk

- Lists any/all AORs

Awards

- Shows all awards

Submission Notes

- Shows any notes left by PI, Depart Head, Dean, or Admin Staff regarding proposal

Attachments

WHO DO I CONTACT FOR HELP?

John Raynor (252) 335-3983, jtraynor@mail.ecsu.edu

Fatou Traore (252) 335-3246, fatraore@mail.ecsu.edu

- ▶ For problems or questions regarding forms or accessing proposal and award information
- ▶ For any problem logging into RAMSeS or error messages while in RAMSeS
- ▶ For questions about administrative reviews or proposal processing