



User Manual

for

Ministry of Electronics and Information Technology

Version 1.0

Centre for Development of Advanced Computing

**(A Scientific Society of the Ministry of Electronics and Information Technology, Govt. of India)
AnusandhanBhawan, C-56/1, Institutional Area, Sector-62, Noida-201307**

How to Use

1. Login

The system requires login credentials to use the functionality. In case you do not have credentials you have to Register onto the system using the Register link on Home Page (shown in below figure **Figure no.1**). If already registered login using your credentials using the Login button (shown in below figure **Figure no.1**).

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“ I dream of a digital India where High-speed Digital Highways unite the Nation ”

-Narendra Modi
Prime Minister of India

EXPLORE →








<p>Shri Ashwini Vaishnaw (Hon'ble Minister of Electronics and Information Technology)</p> 	<p>Shri Rajeev Chandrasekhar (Hon'ble Minister of State in Electronics and Information Technology)</p> 	<p>Shri Alkesh Kumar Sharma (Secretary of Electronics and Information Technology)</p> 
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ABOUT THE PORTAL






LET'S EXPLORE

Providing you support to carry out research in emerging and frontier areas of Research and Development

 R & D Guidelines	 Registration Guidelines	 Project submission Guidelines	 Frequently Asked Questions
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OUR CORE AREAS

FEATURES

 24 x 7 Uptime	 Timely alert & Notifications	 Integrated Dashboard	 Workflow Enabled System	 Anywhere, Any Device
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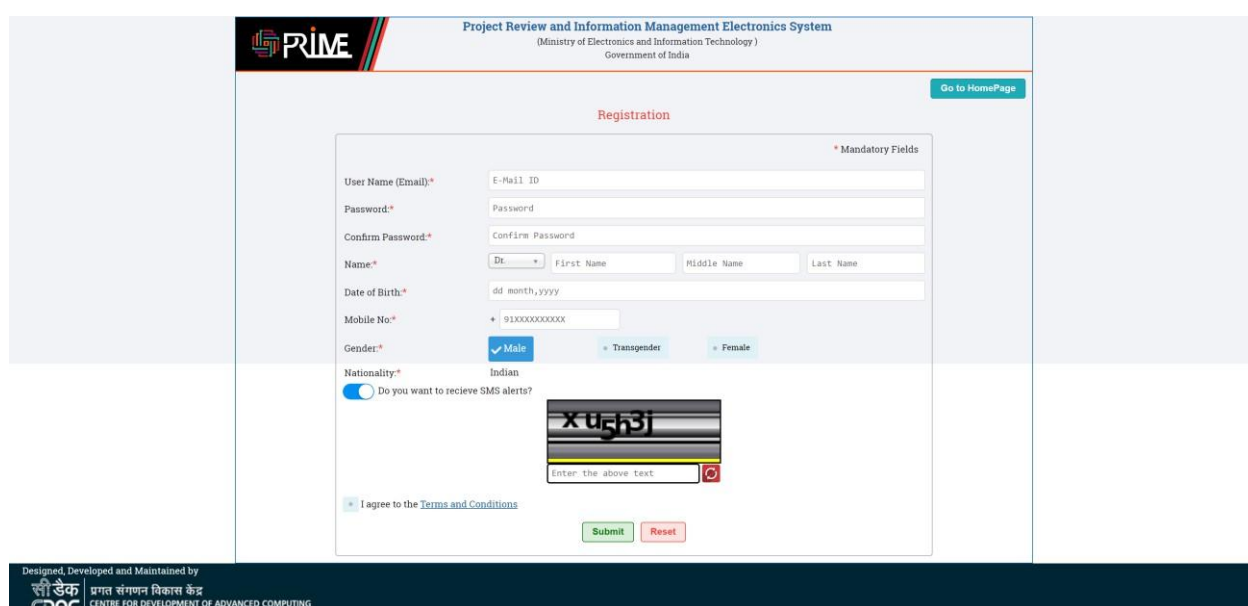
CONTACT US



Figure 1 Homepage

2. Registration

If you are a new user you will require to register onto the system. The Register Now link will take you to the Registration form shown below in Fig 2. Fill all the details and make sure to accept the terms and conditions. A mail will be sent to your mail account for you to verify. On verification your account will be activated. Your credentials will be automatically mailed to you. On registration you will get the CI role in the system and you will be able to submit proposals.



The screenshot shows the registration form for the Project Review and Information Management Electronics System (PRIME). The form is titled "Registration" and includes a "Go to HomePage" button in the top right corner. The form fields are as follows:

- User Name (Email)*: E-Mail ID
- Password*: Password
- Confirm Password*: Confirm Password
- Name*: Dr. First Name, Middle Name, Last Name
- Date of Birth*: dd month, yyyy
- Mobile No.*: + 91XXXXXXXXXX
- Gender*: Male (selected), Transgender, Female
- Nationality*: Indian
- Do you want to receive SMS alerts? (checked)
- Agree to the Terms and Conditions (checked)
- Submit and Reset buttons

The form also includes a CAPTCHA with the text "X u 5 h 3 i" and a "Go to HomePage" button in the top right corner.

Figure 2 Registration

3. CI Dashboard

On Login you will be asked to select a role – you will require to select Chief Investigator role for performing further operations.

4. Proposal Submission

In order to submit proposal go to the Proposal Submission -> Form Submission menu on the left menu bar

In the subsequent screen, select the scheme under which you will submit your proposal, in this case R&D Electronics/IT scheme and click on Start Submission button (refer Fig 5). Ensure you have read instructions carefully and have selected the **I have read the above instructions checkbox**. The proposal submission button will be seen only after that.

The following page will lead you to the proposal submission format.

The R& D proposal submission form has the following parts:

1. Profile
2. Details
3. Budget Details
 - Capital Equipment
 - Consumables
 - Manpower
 - Travel
 - Contingency
 - Other cost
 - Overhead
4. Upload Documents
5. Other information
6. Preview & Submit

You are required to fill all parts. You do not have to fill the entire information in one go. The proposal is saved in draft mode and can be continued from the place you last left.

However, please ensure you click the save button in every part mentioned above as and when you fill information of a certain part, to ensure all data that you entered gets saved.

4.1 Profile

All profile information needs to be updated (refer Fig 6). Please ensure to enter DARPAN ID in case you are an NGO. Your pic needs to be updated ONLY as per the size specifications mentioned. Check the institution list to select your institution. If your Institution is not figuring in the list, then contact the system admin by email and your institution will be updated.

Project Review and Information Management Electronics System
(Ministry of Electronics and Information Technology)
Government of India


Reference Number : 182023002465

1 Profile Detail 2 Details 3 Budget Details 4 Upload Documents 5 Other Information 6 Preview & Submit

Profile Details

Mandatory Fields

Username	deepakmishra@cdac.in	Name	Prof. Deepak Mishra
Date of Birth** (dd month,yyyy)	07 March, 1995	Mobile Number	+919741258458
Gender	Male	Nationality	Indian

Photo*  Change photo

Designation* ?

Department* ?

Date of retirement* ?

Institution Details

Please provide details of the institution where proposed research will be implemented

State*

District*

Institution*

In case, you do not find the institution in above list, please write us on info@meitonline.in

Institution Type*

Project Funding*

Legal Status* ?

Save & Next


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Figure 6. Profile Details

After filling the details click on **SAVE & Next** button to ensure that your data is saved.

4.2 Details

The Technical Details of your proposal will go into this section.

- Select the group under which you wish to submit your proposal and also mention the area of the proposed work.
- You will need to specify the duration in months.
- Select the Co-CI of your proposal – please note that the Co-CI needs to be registered onto the system and his/her profile should be updated (the update profile menu can be used for the same).
- Co-CI can also be from other institutions in case of multi-centric projects.
- Some part of the technical details can be uploaded as a PDF file. The template of the same is available for you to download (Refer Fig 7 – **the download template** link near **Other Technical Details** will give you the template).

Menu Welcome Prof. Deepak Mishra

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Proposal Submission Form
R&D Electronics/IT

* Mandatory Fields

1) Project Title : * Character left: 500

Scheme : * **R&D Electronics/IT**

2) Group : *

3) Area : *

Duration in Month : *

[Click here, if you have CO-Cl@ in your Project.](#)

Nature of Project (Check one) *

Research, Development & Engineering (R,D & E) leading to production capability

Application oriented Research, Design and Development (R,D&D) having production potential

Basic R&D

Brief outline of the project with specific technology outcome : *

Character left: 3000

Keywords (Max. 6) : *

(Max length of any keyword should not exceed more than 30 characters.)

Objective (in bullets) : *

(These should be very specific, to be given in bullet points for the work to be carried out (not more than 6 bullet points). These will serve as evaluation criteria at monitoring stage.)

Character left: 1000

Expected outputs in physical terms (as applicable) *

Specifications of subsystem/system (as applicable)

Upload Other technical details of the proposal :* (Only .pdf - max size 10 MB)

No file chosen [Download Template](#)

File Name	Delete File
Other technical details of the proposal	✕

Figure 7Details

4.3 Budget Details

The Budget Details is broken into the following sections

- Manpower
- Consumables
- Travel
- Equipment/Capital

- Contingency

- Other Cost
- Over Head

You are required to fill all the details.

The screenshot shows the PRIME web application interface. At the top, it displays the project name "Project Review and Information Management Electronics System" and the reference number "182023002465". A progress bar indicates the current step is "Budget Details". Below this, a sub-progress bar highlights "Manpower" as the active section, with other categories like Consumables, Travel, Equipment, Contingency, Other Cost, and Overhead shown as inactive.

The "BUDGET FOR MANPOWER" section contains the following fields:

- Designation: [Text Field]
- Number of Posts: [Input: 0]
- Detailed Justification: [Text Field]
- Research Personnel Budget Breakup (if available eg. HRA, Medical, etc.): [Text Field]

Below these fields is a table for "Enter Year Wise Monthly Salary":

Year	Monthly Salary (₹ Lakh)	Work Months	Total (₹ Lakh)
Year-1	[Input: 0]	[Input: 0]	
Year-2	[Input: 0]	[Input: 0]	
Year-3	[Input: 0]	[Input: 0]	
Gross Total:			

At the bottom, there is a "Research Personnel Budget Details Saved as Draft" section with a search bar and a table with columns for Designation, Number of Person, and Gross Total (₹ Lakh). The table currently shows no data.

Figure 8 Manpower

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Budget Details

3.1
3.2
3.3
3.4
3.5
3.6
3.7

BUDGET FOR CONSUMABLE MATERIAL

You can add multiple details in this section.

Enter Year Wise Consumable Cost

Year	Total Cost (₹ Lakh)
Year-1	0 <input style="width: 80%;" type="text"/>
Year-2	0 <input style="width: 80%;" type="text"/>
Year-3	0 <input style="width: 80%;" type="text"/>
Gross Total :	

<< Prev
Save
Reset
Next >>

Consumable Cost Detail Saved as Draft

Delete

Gross Total (₹ Lakh)	Year-1 Cost (₹ Lakh)	Year-2 Cost (₹ Lakh)	Year-3 Cost (₹ Lakh)
0	0	0	0

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Figure 9 Consumables

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Budget Details

3.1 Manpower
 3.2 Consumables
 3.3 Travel
 3.4 Equipment
 3.5 Contingency
 3.6 Other Cost
 3.7 Overhead

BUDGET FOR TRAVEL (including Review Committee Meetings) :

You can add multiple details in this section.

Enter Year Wise Travel Cost Detail

Year	Total Cost (₹ Lakh)
Year-1	<input type="text" value="0"/>
Year-2	<input type="text" value="0"/>
Year-3	<input type="text" value="0"/>
Gross Total :	

Travel Cost Detail Saved as Draft

Search:

Travel	Gross Total (₹ Lakh)
	1

Figure 10 Travel

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Budget Details

3.1 Manpower
 3.2 Consumables
 3.3 Travel
 3.4 Equipment
 3.5 Contingency
 3.6 Other Cost
 3.7 Overhead

BUDGET FOR CAPITAL EQUIPMENT

1. You can add multiple details in this section.
2. If project is approved for MEITY support, the Quotations of the approved equipment need to be uploaded within one month of the date of the Approval Letter.

Generic Name : Make :

Model : Quantity : Is Imported : Yes No

Cost in INR : Spare time for other user (in %) :

Detailed Justification :
Character left: 500

Capital Equipment Budget Detail

Search:

Generic name	Make	Model	Quantity	Is Imported	Estimated Cost in INR
<input type="button" value="Delete"/>					

Figure 11 Equipment

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Budget Details

3.1 Manpower
 3.2 Consumables
 3.3 Travel
 3.4 Equipment
 3.5 Contingency
 3.6 Other Cost
 3.7 Overhead

BUDGET FOR CONTINGENCY

You can add multiple details in this section.

Enter Year Wise Contingency Cost Detail

Reference Number : 182023002465

Year-1	<input type="text" value="0"/>
Year-2	<input type="text" value="0"/>
Year-3	<input type="text" value="0"/>
Gross Total:	<input type="text"/>

<< Prev
 Save
 Reset
 Next >>

Contingency Cost Detail Saved as Draft

Search:

	Gross Total (₹ Lakh)	Year-1 Cost (₹ Lakh)	Year-2 Cost (₹ Lakh)	Year-3 Cost (₹ Lakh)

1

Figure 12 Contingency

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Budget Details

3.1 Manpower
 3.2 Consumables
 3.3 Travel
 3.4 Equipment
 3.5 Contingency
 3.6 Other Cost
 3.7 Overhead

BUDGET FOR OTHER COST (IF ANY)

You can add multiple details in this section.

Type of Other Cost :

Detailed Justification :

Character left: 500

Enter Year Wise Other Cost Detail

Year	Total Cost (₹ Lakh)
Year-1	<input type="text" value="0"/>
Year-2	<input type="text" value="0"/>
Year-3	<input type="text" value="0"/>
Gross Total :	

<< Prev Save Reset Next >>

Other Cost Detail Saved as Draft

Search:

Other Cost	Gross Total (₹ Lakh)

[Delete](#)

Figure 13 Other Cost

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Budget Details

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3.2 Consumables
3.3 Travel
3.4 Equipment
3.5 Contingency
3.6 Other Cost
3.7 Overhead

BUDGET FOR OVERHEAD

You can add multiple details in this section.

Reference Number : 182023002465

Enter Year Wise Overhead Detail

Year	Total Cost (₹ Lakh)
Year-1	<input type="text" value="0"/>
Year-2	<input type="text" value="0"/>
Year-3	<input type="text" value="0"/>
Gross Total:	

<< Prev
Save
Reset
Next >>

Overhead Detail Saved as Draft

Search:

Gross Total (₹ Lakh)	Year-1 Cost (₹ Lakh)	Year-2 Cost (₹ Lakh)	Year-3 Cost (₹ Lakh)

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Figure 14 Overhead

4.4 Upload Documents

You need to give all your research collaboration of past and proposed research collaboration of the future in the next two sections.

4.5 Preview and Submit

Once all the details are submitted you can preview the same, in PDF or HTML view, and submit the proposal. The proposal can be seen on your dashboard or from View Proposal menu. The submitted proposal will also be seen in the Division Head/Scientific Officer login.