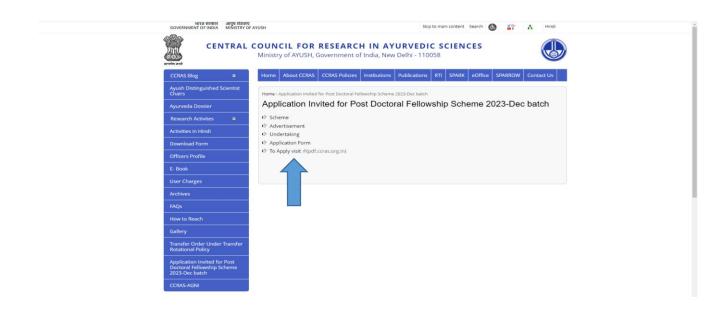
<u>GUIDELINES FOR SUBMISSION OF PDF PROPOSALS FOR 2023-24 (December)</u> <u>SESSION</u>

- A. Guidelines for students: Following steps are to be followed-
- 1. Open the CCRAS website on any browser using URL: <u>http://ccras.nic.in/</u> and click on Application Invited for Post Doctoral Fellowship Scheme 2023-Dec batch to open the PDF Portal URL: pdf.ccras.org.in



PDF Portal URL: pdf.ccras.org.in

2. Click on To Apply Visit (pdf.ccras.org.in) button.



3. Click on Login button to open the login page for sign up.



4. Sign up to the portal by clicking on the sign-up button.



5. Enter the required details for registration to sign up on the portal

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6. After successful registration, again login to the account by entering the login details.

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7. After successfully login to the portal, click on **Project button**

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8. The candidate dashboard will open having **Add Project** and View Project modules. Click on Add Project button to enter the details

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9. Click on Download Application Form to download Application form. Take the print out of the form and fill the required details. Prepare a file of the duly filled Application form (File not exceeding 2 MB).

10. The required documents have to be uploaded in the respective field.

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11. Upload the PDF file of the documents in the respective field. Size not exceeding 2 MB.

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12. Click on submit button. The portal will be directed to the dashboard to review the details entered.

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13. Click on the View button to view the submitted project. The submitted project will be viewed as

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14. Click on Edit button to edit the details, if any

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15. The dashboard will be viewed as below where you may edit the details if required. Click on submit button to save the details.

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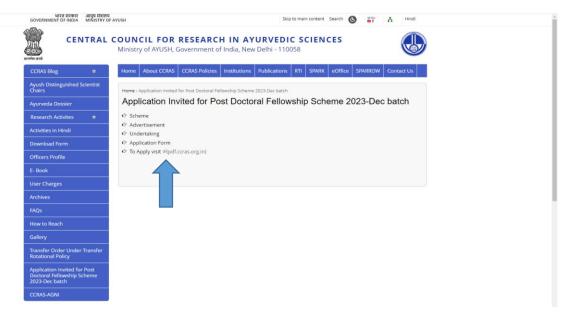
16. Click on View Project button in the Project module to view the project if required.

- B. Guidelines for Mentor/Supervisor: Following steps are to be followed-
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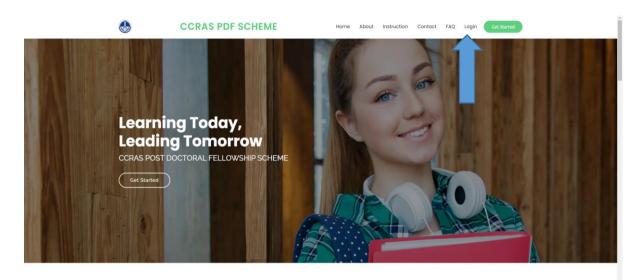


3. Click on About button on the PDF portal to read about the PDF Scheme.





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4. Click on Login button to open the login page for sign up

5. Sign up to the portal by clicking on the sign up button



6. Enter the required details for registration to sign up on the portal

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7. After successful registration, again login to the account by entering the login details.



8. After successfully login to the portal the Mentor dashboard will open, where the details of the project submitted by the scholar can be viewed.

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Note: To retain a record and for reference purposes, one can save a copy of the submitted application form and proposal by using the Ctrl + P command.