

**User Guide  
for the  
Principal Investigator**

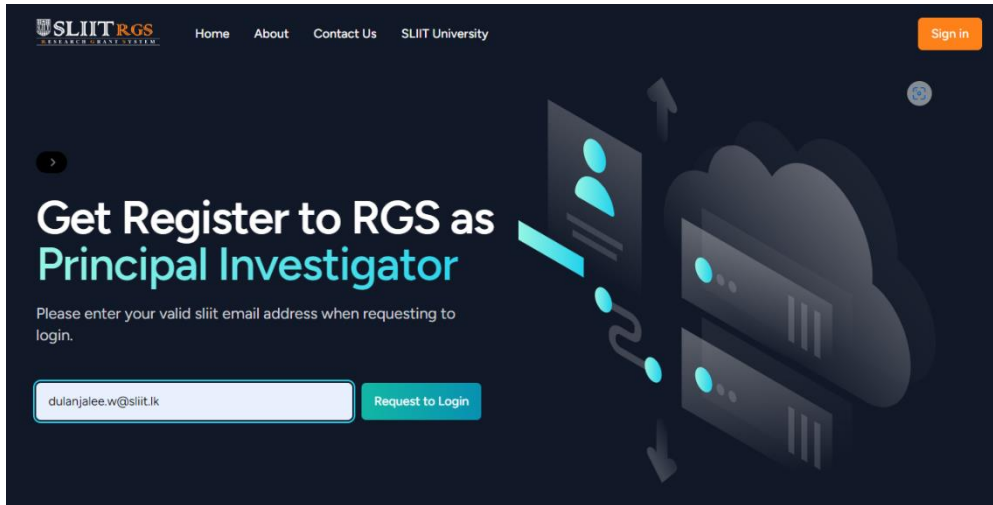
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# 1. User Registration Module

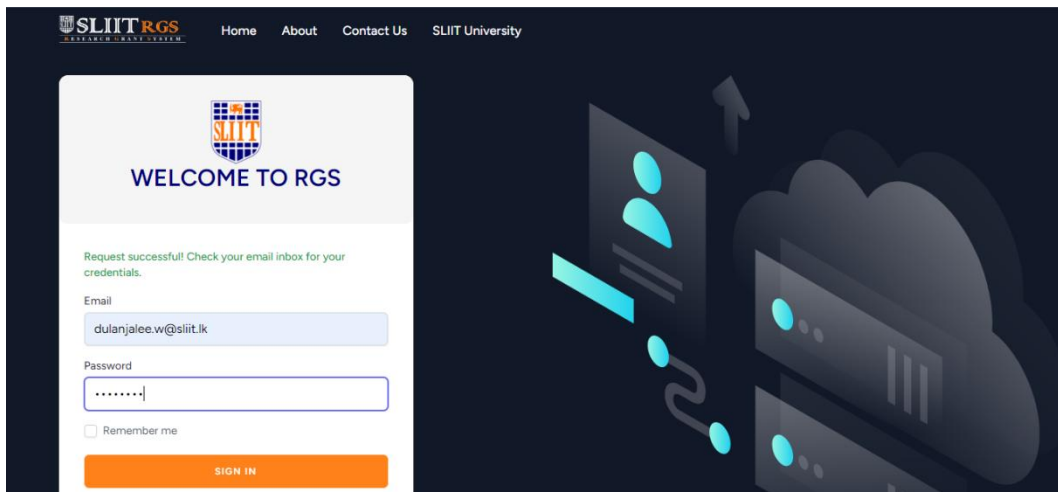
## 1.1 Request

- The Principal Investigator will be able to request to login to the system by providing the SLIIT username.



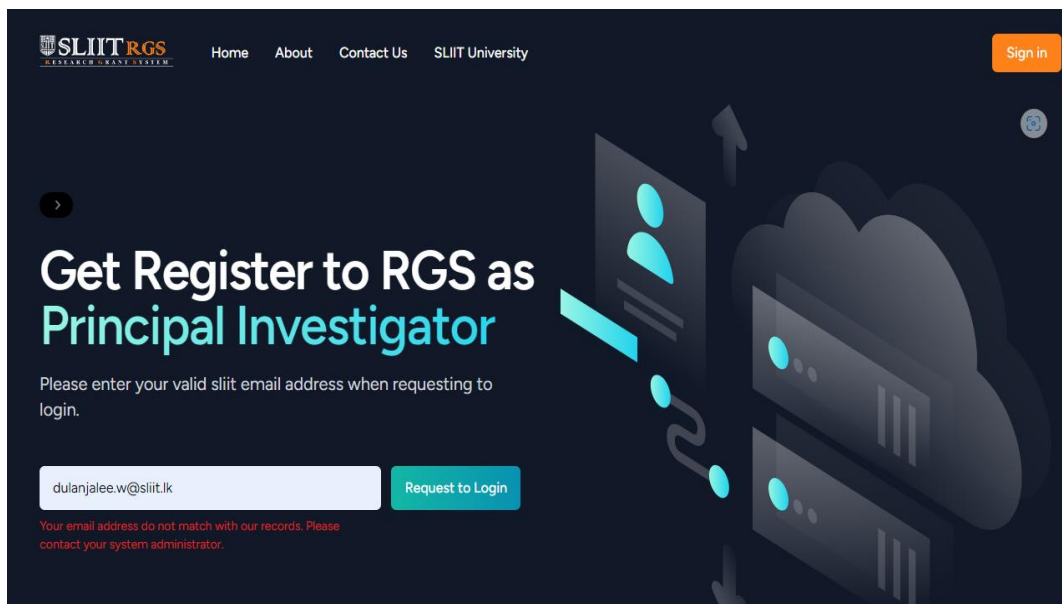
The screenshot shows the SLIIT RGS (Research Grant System) registration page. The header includes the SLIIT RGS logo, navigation links (Home, About, Contact Us, SLIIT University), and a 'Sign in' button. The main heading is 'Get Register to RGS as Principal Investigator'. Below it, a subtext says 'Please enter your valid sliit email address when requesting to login.' There is a text input field containing 'dulanjalee.w@sliit.lk' and a 'Request to Login' button. The background features a dark blue theme with a stylized illustration of a person, a cloud, and server racks.

- If the Principal Investigator is an actual user of SLIIT, the Principal Investigator will be able to login to the system with the provided username and password sent to Principal Investigator's SLIIT email.



The screenshot shows the SLIIT RGS login page. The header is identical to the registration page. The main heading is 'WELCOME TO RGS'. Below it, a message states 'Request successful! Check your email inbox for your credentials.' There is a text input field for 'Email' containing 'dulanjalee.w@sliit.lk' and a password input field with masked characters. A 'Remember me' checkbox is present. At the bottom is a 'SIGN IN' button. The background features the same dark blue theme and stylized illustration as the registration page.

- If not, the Principal Investigator will view an error message.



## 1.2 Document Upload

- When the Principal Investigator Sign in to the system using the user credentials, the dashboard will view as below. It consists of a dashboard tab, Download tab, Upload tab.
- At first, the Principal Investigator must click on the “Download” tab and download the needed documents (Proposal and excel).
- The he/she must upload the following documents and continue with the survey.
  - ✓ Filled downloaded proposal form
  - ✓ Filled downloaded other form
  - ✓ Principal Investigator’s CV
  - ✓ C0-Principal Investigator CV /CVs
  - ✓ Principal Investigator CV/CVs (Not Compulsory)
- After completing the survey, the principal Investigator must complete the disbursement plan according to the

## Document Approval Module