

Campus Chamption Allocation Request Tutorial

Creating ACCESS account and submitting an allocation request

Creating an ACCESS account

The first step is to create an ACCESS account.

<https://identity.access-ci.org/new-user>

Instructions: <https://identity.access-ci.org/>

FAQs: <https://identity.access-ci.org/faq>

Assistance: <https://support.access-ci.org/form/account-assistance>

- If you are a first-time ACCESS user and are at a university, the easiest way is to “register using an existing identity”: <https://identity.access-ci.org/new-user-federated>
 - Your username will be @IDENTIFIER:accessid
- “Register without an existing identity”: <https://identity.access-ci.org/new-user-direct>
 - Your username will be e-mailed to you
- Link other accounts
 - GitHub, Google, Microsoft, ORCID,: <https://identity.access-ci.org/id-linking>

Login

<https://registry.access-ci.org/registry/>

ACCESS Allocation Request

- The first step is getting ACCESS credits
 - These are general credits. No specific HPC resources associated yet
 - Please read this first:
<https://access-ci.atlassian.net/wiki/spaces/ACCESSdocumentation/pages/135954433/Get+started>
- ACCESS credits are categoried by opportunity levels
 - ACCESS documentation:
<https://access-ci.atlassian.net/wiki/spaces/ACCESSdocumentation/pages/129142899/Prepare+requests>
 - For Campus Champions, the DISCOVER level is the most suitable one
- Steps
 - Login to ACCESS: <https://registry.access-ci.org/registry/>
 - Click Allocations
 - Click Request Allocation

- Click Submit a Discover ACCESS Request
- Fill the necessary details
 - i. Request Information
 - 1. Title
 - 2. Public overview
 - 3. Keywords
 - ii. Opportunity Questions
 - 1. Advisory review (yes/no)
 - 2. Association with activities: check mark “Campus Champion” along with other relevant activities
 - iii. Fields of science

Add as many as necessary. I chose Science and Engineering Education
 - iv. Related personnel

Your name and organization should already be listed as the PI
Add other personnel, if necessary
 - v. Other Collaborators

Add as necessary
 - vi. Supporting Grants

Add as necessary
 - vii. Documents and Publications

Three documents are required:

 - Main document (2-page limit): Refer to the [example campus champion allocation request](#) written in an NSF template
 - PI CV (3-page limit)
 - Co-PI CV (3-page limit)

Optional documents

 - NSF fellowship award letter
 - Syllabus
 - Addressing reviewer comments (3-page limit)
 - Other
 - viii. Available Resources
 - 1. ACCESS Credits

DISCOVER level can request upto 1,500,000 credits