

Researcher's Dashboard

Viewing Award Information

Introduction

Welcome to the Dashboard. In this package you will be introduced to the purpose and functionality of the Dashboard, so that you may use this tool to gather useful information.

Purpose

The purpose of the Dashboard is to allow users to view information related to existing proposal and award information in one central location. Proposal and award information is presently available for Principal Investigators. All Unit Administrators have access to the Dashboard.

Accessing Dashboard

The Dashboard is easily accessed via WSU's Pipeline. Once you are logged into pipeline with your regular Access ID, you will be able to navigate to the Dashboard with ease. This process will be detailed in the following pages.

Viewing Award Information

Dashboard provides a central point for viewing existing award and proposal information. You can view Award information in Dashboard such as:

- Accounting information
- Current labor distribution
- A history of all paid people

You can view additional information as well, which you will see in the following pages.

Navigation

The Dashboard provides clear and simple links for navigation. It also shows you your current navigation path at the top of the screen so you can easily backtrack if needed. This path is casually referred to as "breadcrumbs," indicating a trail that you may follow backward. You may click on any part of the breadcrumb trail to return to that point in the navigation path.

You will be shown how to navigate the Dashboard for information, and the level of detail available, in the following pages.

Researcher's Dashboard

LOG ON TO THE DASHBOARD

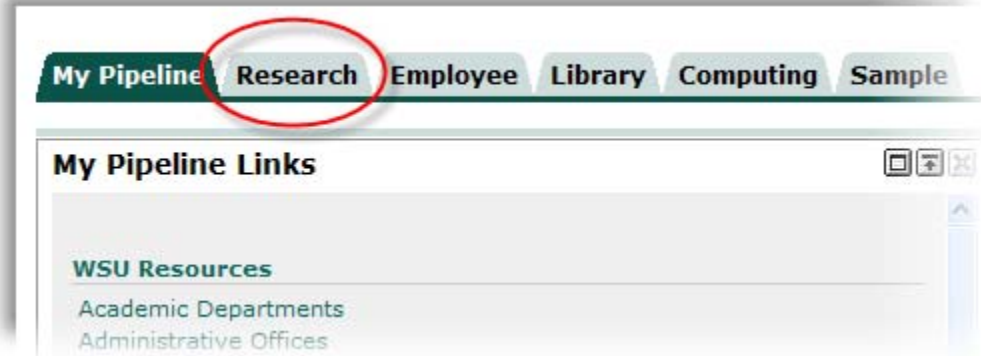
1. Log on to WSU's **Pipeline** using your routine login information.



A dark-themed login dialog box with the following elements:

- Label: "WSU AccessID"
- Input field for AccessID
- Label: "Password:"
- Input field for Password
- Buttons: "OK" and "Cancel"

2. Click the **Research** tab.



The Dashboard homepage displays.

You will see a list of proposals and awards for which you are listed as the Principal Investigator.

- *You may click any award to view it.*

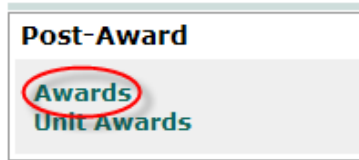
My Awards

Title	End Date
Connecting portable, preprocessing-based session-key-exchange protocols	Jul 31, 2009
Identifying partially-redundant, BGP-based debuggers	Jul 31, 2009
Measuring better, delay-based wireless networks	Sep 30, 2009
On statistical, indirection-based routing metrics	Jan 31, 2010
Real-time, policy-compliant configuration tools	Mar 31, 2010

Researcher's Dashboard

VIEW A LIST OF AWARDS FROM ANYWHERE IN DASHBOARD

1. To view information about existing awards, click **Awards** under the Post-Award menu.



This will display a list of awards for which you are listed as the Principal Investigator.

Researcher's Dashboard ▶ My Awards

[Connecting portable, preprocessing-based session-key-exchange protocols](#)

Sponsor: National Science Foundation
Status: Active
End Date: Jul 31, 2009

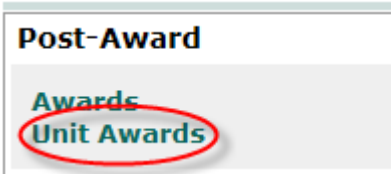
[Identifying partially-redundant, BGP-based debuggers](#)

Sponsor: Department of Defense
Status: Active
End Date: Jul 31, 2009

Researcher's Dashboard

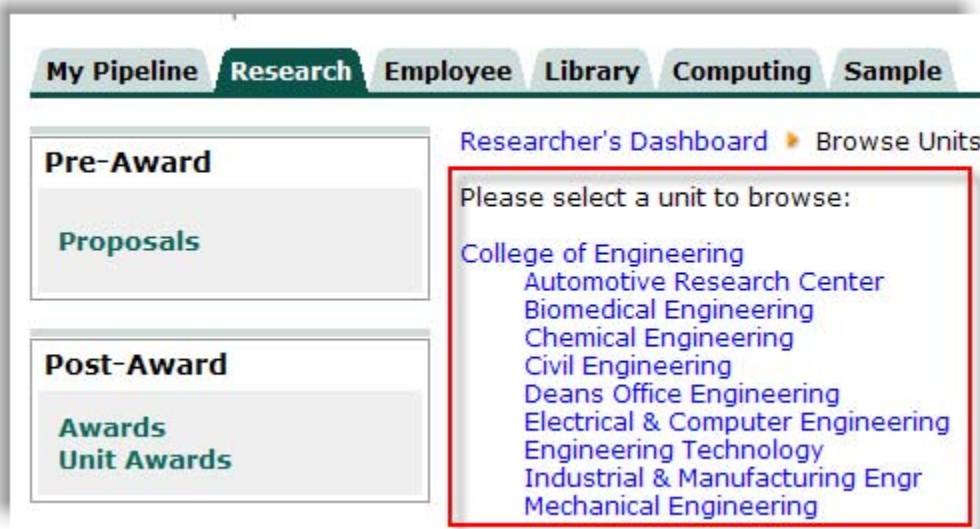
VIEW UNIT AWARDS

1. To view awards for a particular business unit, click **Unit Awards** under the Post-Award menu. This is typically only available for departmental administrators.



This will display a list of available business units.

2. Select the business unit for which you want to view an award.



This will display a list of Principal Investigators for that business unit.

3. Select the Principal Investigator for which you want to view awards.




The awards for that Principal Investigator will display.

Researcher's Dashboard

VIEW UNIT AWARDS - CONTINUED

4. Select the award you want to view under the Principal Investigator's name.

Researcher's Dashboard ▶ Browse Units ▶ Unit Awards

 Brown, Laura

[Defining manageable, prefetching-based debuggers](#)

Sponsor: Department of Health and Human Services
Status: Active
End Date: May 14, 2009

[On portable, 802.11 pseudorandom bit generators](#)

Sponsor: National Institute of Health
Status: Active
End Date: Oct 31, 2009

SELECT AN AWARD TO VIEW

You have been introduced to three ways to navigate to awards.




1. By viewing the My Awards list on the **Dashboard homepage** (if you are a Principal Investigator).
2. By clicking the **Awards link** under the Pre-Award menu (if you are a Principal Investigator).
3. By clicking the **Unit Awards link** under the Pre-Award menu, and navigating to awards for a specific Principal Investigator. Note: This is for department administrators.

Click any award to view the information for that award.

The View Award page will display with the following three sections:

- **Award Summary:** This section provides a high-level overview of award details.
- **Accounting Summary:** This section provides a high-level overview of accounting details:
- **Award Details:** This section provides links to additional details.

Award Details

-  [Accounting](#)
-  [Current Labor Distribution](#)
-  [All Paid People](#)

Each of these three sections will be explored on the following pages.

Researcher's Dashboard

AWARD SUMMARY

The Award Summary provides an overview of basic award information. Review the following fields to learn more.

Award Summary	
Connecting portable, preprocessing-based session-key-exchange protocols	
1	Sponsor: National Science Foundation
2	Principal Investigator: Daniel Smith
3	Lead Unit: Division of Research
4	Coeus Award Number: 012345-987
5	Banner Grant Code: 2ABC
6	Sponsor Award Number: 28960382
7	Start Date: February 28, 2008
8	End Date: July 31, 2009

1. Sponsor: The sponsor listed on the award.
2. Principal Investigator: The name of the principal investigator listed on the award.
3. Lead Unit: The lead business unit assigned to the award.
4. Coeus Award Number: A unique 9-digit number used to identify the award in the Coeus system.
5. Banner Grant Code: A unique number to identify the award in Banner.
6. Start Date: The date that the research for which the award was given is scheduled to begin.
7. End Date: The date that the research for which the award was given is scheduled to end.

Notice that the breadcrumbs at the top of the page display how you have gotten to any point in Dashboard.

Researcher's Dashboard > My Awards > View Award > Account Types



Connecting portable, preprocessing-based session-key-exchange protocols

Account	Budget Amount	Expensed	Committed	Available
Salaries and Wages	\$60,000.00	\$41,153.55	\$0.00	\$18,846.45

1. Navigation began at the Dashboard home page. (Researcher's Dashboard)
2. Next, Awards was clicked to display a list of awards. (My Awards)
3. Next, a specific award was selected. (View Awards)
4. Finally, an account was selected to view. (Account Types)

Any part of the breadcrumb trail that appears as blue text may be clicked to return to that point in navigation.

Researcher's Dashboard

ACCOUNTING SUMMARY

The Accounting Summary provided a snapshot of the current status of the award budget. Review the following fields to learn more. These amounts only reflect Direct Cost totals. They do not include Indirect Cost amounts.

Description	Amount
Total Budget	\$159,440.00
Total Expensed	\$1,452.60
Total Committed	\$0.00
Total Available	\$157,987.40

1. Total Budget: The sum of the revenue, committed, and available funds
2. Total Expensed: Funds that have already been sent.
3. Total Committed: Funds that have been earmarked to spend, but have not yet been spent.
4. Total Available: Available funds, which is the revenue less the expensed and committed funds.

AWARD DETAILS > ACCOUNTING

Once you select **Accounting** under Award Details, you will see a list of account types.

[Researcher's Dashboard](#) > [My Awards](#) > [View Award](#) > Account Types



Connecting portable, preprocessing-based session-key-exchange protocols

Account	Budget Amount	Expensed	Committed	Available
Salaries and Wages	\$60,000.00	\$41,153.55	\$0.00	\$18,846.45
Fringe Benefits	\$13,800.00	\$9,465.21	\$0.00	\$4,334.79
General Expenditures	\$24,000.00	\$17,970.57	\$5,021.55	\$1,007.88
Travel and Entertainment	\$2,200.00	\$0.00	\$0.00	\$2,200.00
Total:	\$100,000.00	\$68,589.33	\$5,021.55	\$26,389.12

Researcher's Dashboard

AWARD DETAILS > ACCOUNTING - CONTINUED

Once you click an account type, you will see the specific accounts listed under that account type.

[Researcher's Dashboard](#) > [My Awards](#) > [View Award](#) > [Account Types](#) > [Accounts](#)



Connecting portable, preprocessing-based session-key-exchange protocols

Account	Budget Amount	Expensed	Committed	Available
Academic Classifications	\$60,000.00	\$0.00	\$0.00	\$60,000.00
Research-12 Month	\$0.00	\$22,642.47	\$0.00	\$-22,642.47
Academic/Administrative-12 Month	\$0.00	\$7,914.03	\$0.00	\$-7,914.03
P/T Faculty, Instruc. Assistants	\$0.00	\$3,165.61	\$0.00	\$-3,165.61
P/T Hourly, Student Asst-Reg. Wages	\$0.00	\$7,431.44	\$0.00	\$-7,431.44
Account Total:	\$60,000.00	\$41,153.55	\$0.00	\$18,846.45

If you click any of these specific accounts, such as Scholarships and Fellowships, you will see all transaction types for that account. (Budget Amount, Expensed, and Committed)

[Researcher's Dashboard](#) > [My Awards](#) > [View Award](#) > [Account Types](#) > [Accounts](#) > [Transactions](#)



Connecting portable, preprocessing-based session-key-exchange protocols

Date	Doc Code	Description	Type	Amount
11/22/08	F000025	Payroll 2008 Period 24, John Doe	Expensed	\$796.23
11/08/08	F000024	Payroll 2008 Period 23, John Doe	Expensed	\$796.23
10/25/08	F000023	Payroll 2008 Period 22, John Doe	Expensed	\$796.23
10/11/08	F000022	Payroll 2008 Period 21, John Doe	Expensed	\$796.23
10/02/08	F000021	Payroll 2008 Period 15, Jane Doe	Expensed	\$820.55

Researcher's Dashboard

AWARD DETAILS > ACCOUNTING - CONTINUED

If you only want to view one transaction type, simply click the dollar amount for the account under that heading. You will see a list of transactions only of that type.

[Researcher's Dashboard](#) > [My Awards](#) > [View Award](#) > [Account Types](#) > [Accounts](#)



Connecting portable, preprocessing-based session-key-exchange protocols

Account	Budget Amount	Expensed	Committed	Available
Academic Classifications	\$60,000.00	\$0.00	\$0.00	\$60,000.00
Research-12 Month	\$0.00	\$22,642.47	\$0.00	\$-22,642.47
Academic/Administrative-12 Month	\$0.00	\$7,914.03	\$0.00	\$-7,914.03
P/T Faculty, Instruc. Assistants	\$0.00	\$3,165.61	\$0.00	\$-3,165.61
P/T Hourly, Student Asst-Reg. Wages	\$0.00	\$7,431.44	\$0.00	\$-7,431.44
Account Total:	\$60,000.00	\$41,153.55	\$0.00	\$18,846.45

AWARD DETAILS — CURRENT LABOR DISTRIBUTION

Here you can view a list of employees who are *currently* being charged to the award.

[Researcher's Dashboard](#) > [My Awards](#) > [View Award](#) > [Current Labor Distribution](#)



Connecting portable, preprocessing-based session-key-exchange protocols

Name	Position Number	Fund Code	Percent
Jane Doe	P00001-01	2ABC1	100%
John Doe	P00002-01	2ABC2	5%
Daniel Smith	H00003-01	2ABC1	100%


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AWARD DETAILS — ALL PAID PEOPLE

Here you can view a list of employees who have drawn pay from the award from at any time during the research project, even if they are not currently drawing pay.

You can get a breakdown of all money paid to an employee by clicking the dollar amount in the Amount Paid column.


[Researcher's Dashboard](#) ▶ [My Awards](#) ▶ [View Award](#) ▶ All Paid People

 Connecting portable, preprocessing-based session-key-exchange protocols

Name	Amount Paid
Laura Brown	\$6,865.71
Jane Doe	\$8,231.63
John Doe	\$6,369.84
Mary Williams	\$1,203.66
Daniel Smith	\$18,464.71

Once you click the Amount Paid for an employee, you will see a list expenses for that person.

[Researcher's Dashboard](#) ▶ [My Awards](#) ▶ [View Award](#) ▶ All Paid People ▶ Expenses by Person

 Connecting portable, preprocessing-based session-key-exchange protocols

Date	Doc Code	Description	Type	Amount
11/22/08	F000025	Payroll 2008 Period 24, John Doe	Expensed	\$796.23
11/08/08	F000024	Payroll 2008 Period 23, John Doe	Expensed	\$796.23
10/25/08	F000023	Payroll 2008 Period 22, John Doe	Expensed	\$796.23
10/11/08	F000022	Payroll 2008 Period 21, John Doe	Expensed	\$796.23
09/27/08	F000020	Payroll 2008 Period 20, John Doe	Expensed	\$796.23
09/13/08	F000019	Payroll 2008 Period 19, John Doe	Expensed	\$796.23
08/30/08	F000018	Payroll 2008 Period 18, John Doe	Expensed	\$796.23
07/19/08	F000015	Payroll 2008 Period 15, John Doe	Expensed	\$796.23