



**NMP TeAm**

At the service of the NMP NCP Network & its clients

# NMP Partner Search

- User Manual -

11 July 2012



The NMP TeAm project has received funding from the European Community's Seventh Framework Programme FP7 (2007-2013), Theme 4: Nanosciences, nanotechnologies, Materials & new Production technologies (NMP), under grant agreement no NMP1-CA-2012-290428



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# 1. Introduction

One of the main features of this partner search facility is the validation of requests by a responsible National Contact Point - NCP. This ensures a high level of reliability and accuracy of data.

The validation of the entries includes an examination as to whether the information is reliable and if the specifications of the selected call topics have been considered.

To get full access to the NCP services of the partner search facility, the NCP must be registered. For those who haven't already registered please send an email to Ingo Rey [i.rey@fz-juelich.de](mailto:i.rey@fz-juelich.de).

Requests of users coming from EU member states or associated countries will be validated by the NCP of the same country. Registered NCPs from third countries will validate requests of users from their countries. In the case that a request has been submitted from a user located in a third country without a registered NCP, one of the NMP Team members will validate the entry. The assignment will be made using a random number generator.

For searches from third countries an appointed NCP from the EU member states or the associated countries will validate the partner details. The appointed NCP will be on a voluntary basis.

Another important feature is the distinction between:

- Partner offer - Researchers who offer their expertise in a specific topic of research and are looking for collaboration in possible project consortia and
- Partner search - Researchers or consortia with a definite idea for a project looking for additional partners to complement their expertise.

New features to the current partner search facility include the creation of a database so that the partner searches inserted will be searchable and retrievable by the target audience of the NMP NCP Network (by topic, by coordinator, etc). A function allowing the printing of valid partner searches at any period of time for events etc. has been created.

### **New features**

On the basis of a two and a half year experience with the NMP TeAm partner search facility, the consortium of NMP TeAm 2 decided to continue the service and to add the following improvements:

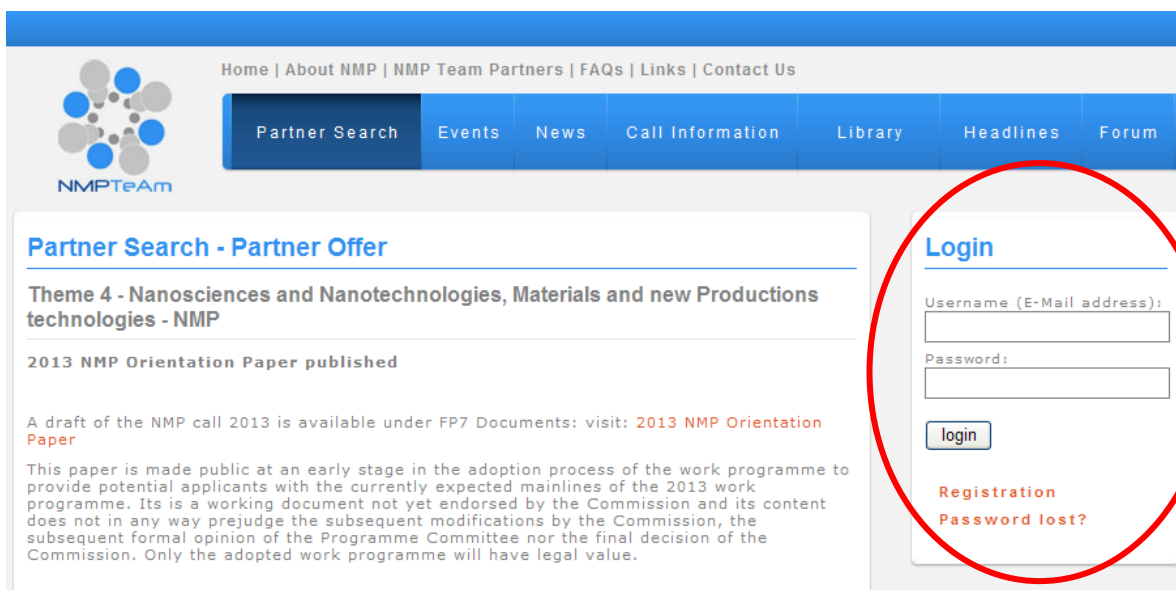
- New search on the profile data of registered users
- Topic-based e-mail notification
- Topic-based RSS feed

## 2.1 Chapter 1: Login

- 1.) If you are a registered user of the "NMP Partner Search" enter your username (e-mail address) and password to log in.
- 2.) If you are not already registered, push the **Registration** button and fill in the registration form.
- 3.) If you have lost your password push the **Password lost?** button and enter the e-mail address you used for the registration.

Keep in mind that in all these cases the username **IS** case sensitive so

MISTER@smith.com is different to mister@smith.com .



The screenshot shows the NMP Partner Search website interface. At the top, there is a blue navigation bar with the NMP Team logo on the left and a menu with items: Home | About NMP | NMP Team Partners | FAQs | Links | Contact Us. Below this is a secondary blue navigation bar with buttons for Partner Search, Events, News, Call Information, Library, Headlines, and Forum. The main content area is divided into two columns. The left column features a section titled "Partner Search - Partner Offer" with a sub-heading "Theme 4 - Nanosciences and Nanotechnologies, Materials and new Productions technologies - NMP". Below this, there is a news item "2013 NMP Orientation Paper published" and a paragraph of text starting with "A draft of the NMP call 2013 is available under FP7 Documents: visit: 2013 NMP Orientation Paper". The right column contains a "Login" form, which is circled in red. The form includes two input fields: "Username (E-Mail address):" and "Password:", a "login" button, and two links: "Registration" and "Password lost?".

**Screenshot 1: Login**

## 2.2 Chapter 2: Registration

In order to register as a new user of the NMP Partner Search System it is necessary to fill in at least all mandatory form fields which are marked with an asterisk.

The "Competences" form field is a free text field where you can describe your organisation's business fields and competences.

The "SIC Codes" (Subject Index Classification Codes) field is another option to classify your business and make it easier for other users to find you.

Make sure that your password consists of at least of 5 characters and that the e-mail address you entered is valid. To create a secure password we advise you to use at least one symbol or number as well as upper and lower case letters.

The screenshot shows the registration page of the NMP Partner Search System. The page has a blue header with the NMPTeAm logo and navigation links: Home, About NMP, NMP Team Partners, FAQs, Links, Contact Us, Partner Search, Events, News, Call Information, Library, Headlines, and Forum. The main content area is titled "Registration" and contains a form with the following fields:

- Sex: dropdown menu (selected: male)
- First Name: \* (text input)
- Last Name: \* (text input)
- E-Mail/Login: \* (text input)
- Academic Title: (text input)
- Organization: \* (text input)
- Street: \* (text input)
- ZIP/Postal Code: \* (text input)
- City: \* (text input)
- Country: \* (dropdown menu, selected: none)
- Partner Type: dropdown menu (selected: please choose...)
- Internet: (text input)
- Telephone: (text input)
- Competences (general description of competences and business fields of your organisation): (text area)
- SIC-Codes (Subject Index Classification Codes): dropdown menu (selected: undefined)
- Password: (text input)
- Password repeat: (text input)

At the bottom of the form is a "Send Registration" button. To the right of the registration form is a "Login" section with fields for "Username (E-Mail address):" and "Password:", a "login" button, and links for "Registration" and "Password lost?". Below the login section is a "Navigation" section with links: "Partner Search Home", "Search for Partner Entries", "Search for Partner Profiles", "List of Partner Searches", and "List of Partner Offers".

**Screenshot 2: Registration**

If all mandatory fields have been completed, you are ready to submit your registration. The web application will validate your data. In case of a successful validation you will receive a confirmatory message that your registration has been accepted.



### **Screenshot 3: Registration – Confirmatory e-mail**

To complete the registration process and activate your user account, you have to follow the link in the e-mail that you received after submitting the registration form.

Congratulations! You are now a registered user of the NMP Partner Search.

## 2.3 Chapter 3: Edit Profile

If you login now you will notice two links in the **User** box at the upper right corner of the website. You can choose between **Edit Profile** to modify the personal data you submitted during the registration process or **Edit Entries** whose functions will be described in chapter 4 of this manual. After choosing the **Edit Profile** link your user profile will be displayed and you have the opportunity to edit your data including your password.

The screenshot displays the NMP Team website's 'Edit Profile' interface. At the top, there is a navigation menu with links: Home, About NMP, NMP Team Partners, FAQs, Links, and Contact Us. Below this is a secondary menu with buttons for Partner Search, Events, News, Call Information, Library, Headlines, and Forum. The main content area is titled 'User Profile' and contains several form fields:

- Sex:** A dropdown menu currently set to 'male'.
- First Name: \*** Text input field containing 'Ingo'.
- Last Name: \*** Text input field containing 'Rey'.
- E-Mail/Login: \*** Text input field containing 'i.rey@fz-juelich.de'.
- Academic Title:** Empty text input field.
- Organization: \*** Text input field containing 'Forschungszentrum Jülich - Project Management Jülich'.
- Street: \*** Text input field containing 'Leo-Brandt-Str.'.
- ZIP/Postal Code: \*** Text input field containing '52425'.
- City: \*** Text input field containing 'Jülich'.
- Country: \*** A dropdown menu currently set to 'Germany'.
- Partner Type:** A dropdown menu currently set to 'Public Body'.
- Internet:** Text input field containing 'http://www.nks-werkstoffe.de'.
- Telephone:** Text input field containing '0049 2481 612623'.
- Competences (general description of competences and business fields of your organisation):** A large text area containing a detailed description of Project Management Jülich's role and services.

On the right side of the page, there is a 'User' sidebar with the following links:

- [Edit Profile](#)
- [Edit Entries](#)
- [Edit E-Mail-Alerts / RSS Feeds](#)
- [Logout](#)

Below the 'User' sidebar is a 'Navigation' sidebar with the following links:

- [Partner Search Home](#)
- [Search for Partner Entries](#)
- [Search for Partner Profiles](#)
- [List of Partner Searches](#)
- [List of Partner Offers](#)

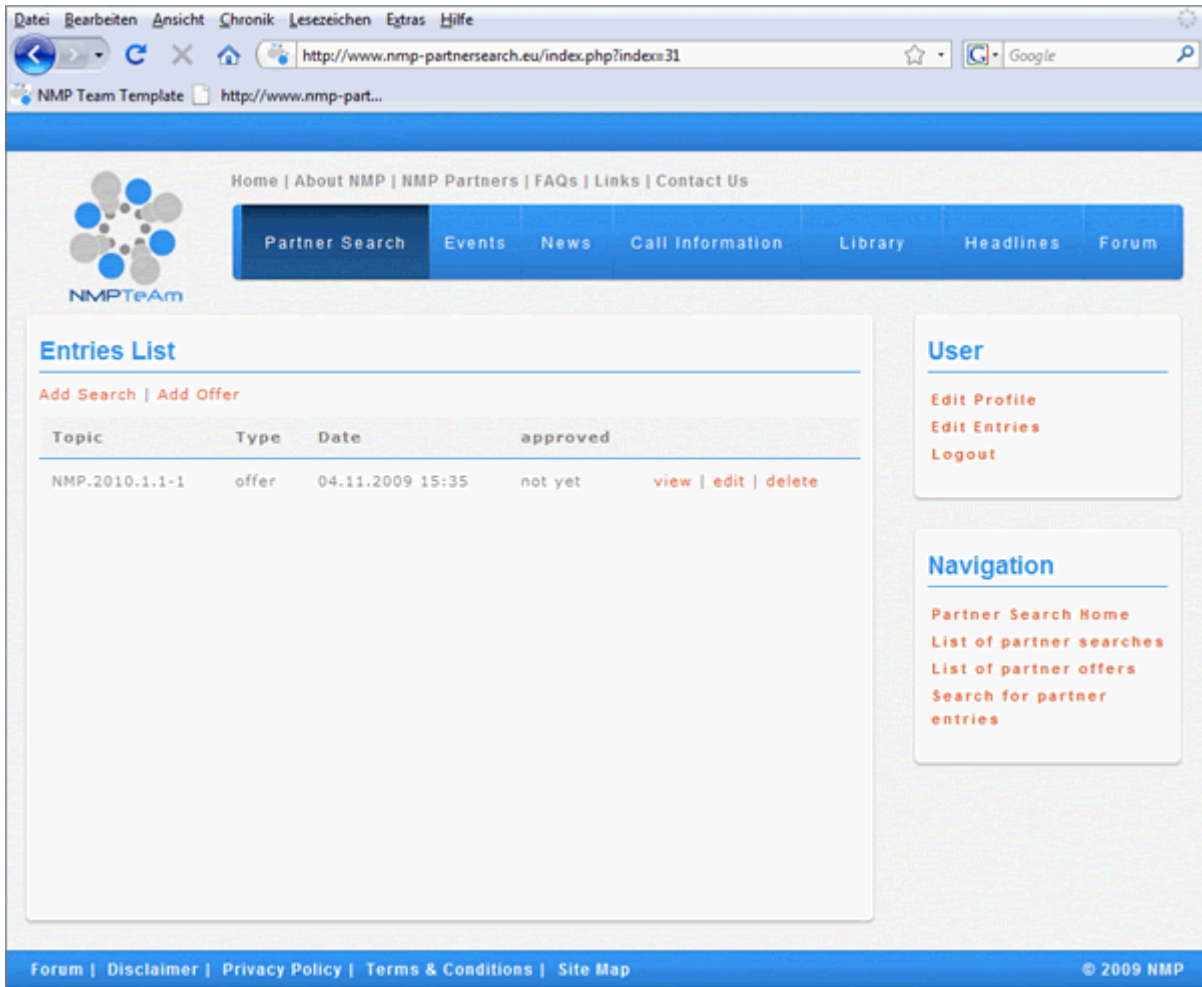
**Screenshot 4: Edit Profile**



## 2.4 Chapter 4: Enter and submit a Partner Offer or Partner Search

### Search

By following the **Edit Entries** link a list of your entries will appear.



The screenshot shows a web browser window displaying the NMP Partner Search website. The browser's address bar shows the URL <http://www.nmp-partnersearch.eu/index.php?index=31>. The website has a blue header with the NMP Team logo and navigation links: Home, About NMP, NMP Partners, FAQs, Links, Contact Us, Partner Search, Events, News, Call Information, Library, Headlines, and Forum. The main content area is titled "Entries List" and includes links for "Add Search" and "Add Offer". Below this is a table with the following data:

Topic	Type	Date	approved	
NMP.2010.1.1-1	offer	04.11.2009 15:35	not yet	<a href="#">view</a>   <a href="#">edit</a>   <a href="#">delete</a>

On the right side of the page, there are two sidebar sections: "User" with links for "Edit Profile", "Edit Entries", and "Logout"; and "Navigation" with links for "Partner Search Home", "List of partner searches", "List of partner offers", and "Search for partner entries". The footer contains links for "Forum", "Disclaimer", "Privacy Policy", "Terms & Conditions", "Site Map", and a copyright notice "© 2009 NMP".

**Screenshot 5:** *Entries List View*

You can either add a new entry or have the choice to view, edit or delete an existing one.

To add a search or an offer choose the **Add Search** or **Add Offer** link, fill in all form fields and submit the form.

Home | About NMP | NMP Team Partners | FAQs | Links | Contact Us

Partner Search | Events | News | Call Information | Library | Headlines | Forum

**NMPTeAm**

[back to list](#)

Partner Role:

Topic \*

Title of Project Idea (max. 250 characters) \*:

Abstract (max. 500 characters) \*:

Description of Project Idea (max. 3999 characters) \*:

Consortium of Partners (roles /competences) (max. 1000 characters) \*:

Partner Search (competences) \*:

**User**

- [Edit Profile](#)
- [Edit Entries](#)
- [Edit E-Mail-Alerts / RSS Feeds](#)
- [Logout](#)

**Navigation**

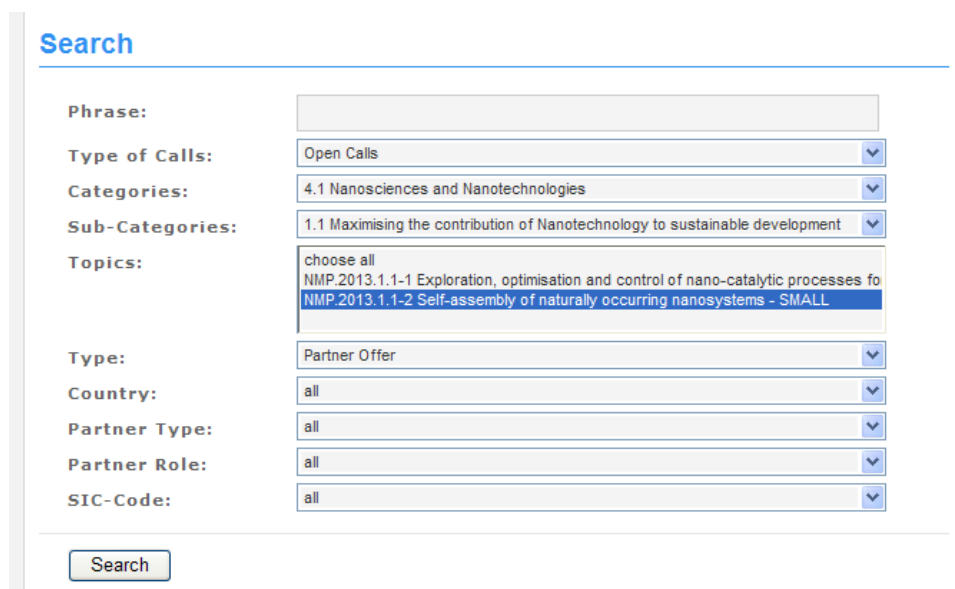
- [Partner Search Home](#)
- [Search for Partner Entries](#)
- [Search for Partner Profiles](#)
- [List of Partner Searches](#)
- [List of Partner Offers](#)

**Screenshot 6: Add or Modify an Entry**

Remember that new entries will be checked and published by an NCP before they appear online. In case of a positive validation and publication of your entry by the responsible NCP, you will receive an e-mail notification.

## 2.5 Chapter 5: Search for Partner Entries

In order to find the partner entry you have been looking for simply click the [Search for partner entries](#) link in the [Navigation](#) box and use our [Search](#) form. There are several search options you are able to choose from. Use the **Phrase** form field to search the whole entry database for the phrase you entered or choose one or multiple filter options from the given select fields **Type of Calls** , **NMP – Topics**, **Type** , **Country**, **Partner Type**, **Partner Role** or **SIC Code**.

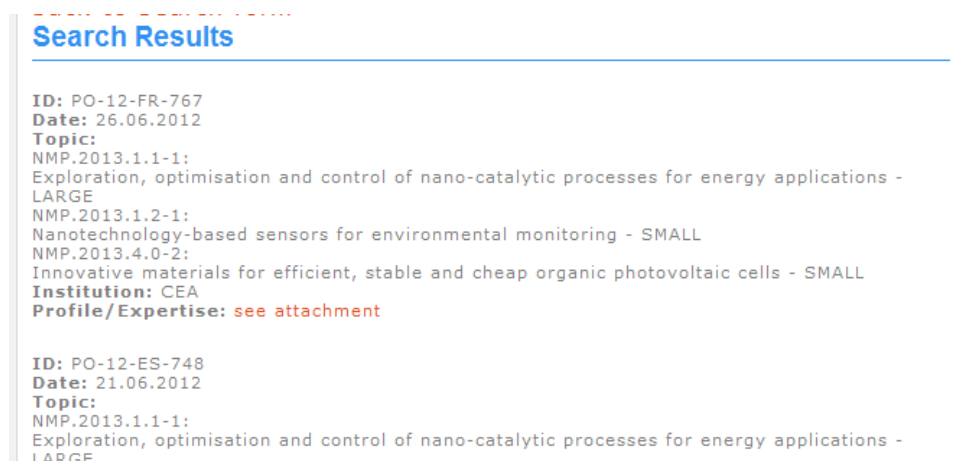


The screenshot shows a search form titled "Search". It contains several input fields and dropdown menus:

- Phrase:** A text input field.
- Type of Calls:** A dropdown menu with "Open Calls" selected.
- Categories:** A dropdown menu with "4.1 Nanosciences and Nanotechnologies" selected.
- Sub-Categories:** A dropdown menu with "1.1 Maximising the contribution of Nanotechnology to sustainable development" selected.
- Topics:** A dropdown menu with a list of options: "choose all", "NMP.2013.1.1-1 Exploration, optimisation and control of nano-catalytic processes fo", and "NMP.2013.1.1-2 Self-assembly of naturally occurring nanosystems - SMALL". The second option is highlighted.
- Type:** A dropdown menu with "Partner Offer" selected.
- Country:** A dropdown menu with "all" selected.
- Partner Type:** A dropdown menu with "all" selected.
- Partner Role:** A dropdown menu with "all" selected.
- SIC-Code:** A dropdown menu with "all" selected.

A "Search" button is located at the bottom left of the form.

**Screenshot 7:** *Search for Partner Entries*



The screenshot shows the "Search Results" page. It displays a list of search results with the following details:

- ID:** PO-12-FR-767
- Date:** 26.06.2012
- Topic:** NMP.2013.1.1-1: Exploration, optimisation and control of nano-catalytic processes for energy applications - LARGE
- Topic:** NMP.2013.1.2-1: Nanotechnology-based sensors for environmental monitoring - SMALL
- Topic:** NMP.2013.4.0-2: Innovative materials for efficient, stable and cheap organic photovoltaic cells - SMALL
- Institution:** CEA
- Profile/Expertise:** [see attachment](#)

Below this, another result is partially visible:

- ID:** PO-12-ES-748
- Date:** 21.06.2012
- Topic:** NMP.2013.1.1-1: Exploration, optimisation and control of nano-catalytic processes for energy applications - LARGE

**Screenshot 8:** *List of Search Results*

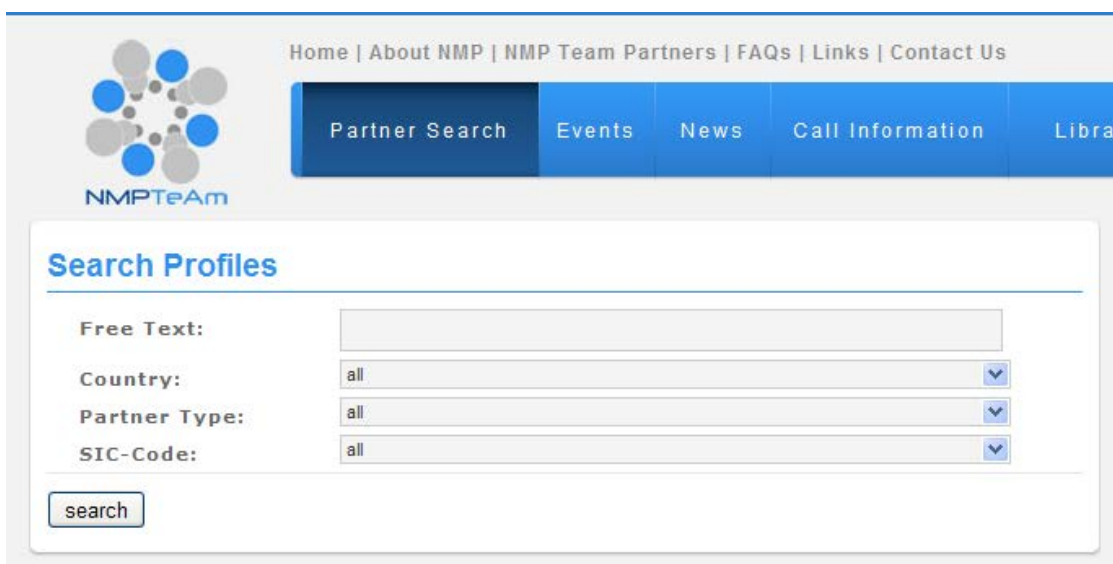
## 2.6 Chapter 6: Partner Profile-Related Search

This profile-related search has been developed in order to offer the opportunity to identify potential partners independent from the current call topics. The search parameters are realised according to the information that has been generated on the base of the organisation profiles and consist of the main business fields and competences of the registered users of the Partner Search Facility.

The search form comprises of the following fields:

- ⤴ Free text (to search in the competences of the partners)
- ⤴ Country (Dropdown)
- ⤴ Partner type (Dropdown)
- ⤴ SIC Code (Dropdown)

The Free Text form field allows it to scan the profile data of the registered users.



The screenshot displays the NMPTeAm website's search interface. At the top, there is a navigation menu with links for Home, About NMP, NMP Team Partners, FAQs, Links, and Contact Us. Below this is a blue header bar with buttons for Partner Search, Events, News, Call Information, and Librar. The main content area is titled "Search Profiles" and contains a search form with the following fields:

Free Text:	<input type="text"/>
Country:	all <input type="button" value="v"/>
Partner Type:	all <input type="button" value="v"/>
SIC-Code:	all <input type="button" value="v"/>

At the bottom of the form is a "search" button.

**Screenshot 9:** *Profile-related Search*

As the result of the search a list of the organisations that fit the research criteria will be displayed:

Name	Type	Country	Organization
Business Development, Medical Devices Philip Jackson	Research Organization	United Kingdom	CERAM Research Ltd
doctor sirbu carmen	Research Organization	Romania	National research and development institute for soil science agro-chemistry and environment - ICPA Bucharest, Romania
Dr. Antonio Monaco	Research Organization	Spain	Centro de Investigación en Tecnologías de Unión LORTEK
Dr. Mirela Maria Codescu	Research Organization	Romania	R&D National Institute for Electrical Engineering ICPE-CA Bucharest
Dr. Terry McGrail	Higher Education	Ireland	ICOMP,

**Screenshot 10: List of identified Organisations**

By choosing one of the displayed names, detailed information about the organisation appears:

[back to search result](#)

## Ingo Rey

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### Competences

As one of the biggest project management organizations in Germany, Project Management Jülich is a competent partner for science, industry and politics. With expertise in research and innovation management, Project Management Jülich supports its clients in the German federal government and state governments as well as the European Commission in implementing their research policy goals. Project Management Jülich is thus an important point of contact for those interested in Germany as a competitive location for research and innovation in a common European Research Area.

With around 600 employees, Project Management Jülich covers a broad range of topics. It combines scientific and structural expertise with administrative and business know-how in a neutral manner independent of economic interests.

Project Management Jülich has more than 30 years of sound experience in government funding for research and innovation. It designs new funding priorities within the framework of the funding programmes it coordinates, and it prepares the corresponding calls for proposals. Project Management Jülich provides advice for those seeking funding on national and European research funding programmes. It oversees the complete application and approval phase, project implementation, and the exploitation of results.

Project Management Jülich is also responsible for important coordination tasks within the framework of European research programmes. With six National Contact Points dealing with the most important topics targeted by European research funding, it is closely integrated in the preparation and implementation of EU Research Framework Programmes. This position is strengthened by participation in the programme committees of the Seventh Framework Programme. The National Contact Points provide applicants with advice on all issues related to research funding and support them in implementing their projects.

### Contact

Ingo Rey

Leo-Brandt-Str.  
52425 Jülich  
Germany

Homepage: <http://www.nks-werkstoffe.de>  
Email: [i.rey@fz-juelich.de](mailto:i.rey@fz-juelich.de)  
Phone: 0049 2461 612623  
Organisation: Public Body

### Industry and Technology

MATERIALS TECHNOLOGY

### User

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[Edit Profile](#)  
[Edit Entries](#)  
[Edit E-Mail-Alerts / RSS Feeds](#)  
[Logout](#)

### Navigation

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[Partner Search Home](#)  
[Search for Partner Entries](#)  
[Search for Partner Profiles](#)  
[List of Partner Searches](#)  
[List of Partner Offers](#)

**Screenshot 11: Organisation Profile**

## 2.7 Chapter 7: E-Mail Alert & RSS Feeds

Complementary to the already existing opportunities to look for partners or projects by generating a partner offer or partner search, registered users of the PSF will have the new opportunity to indicate whether they would like to be informed about new entries. This service can be subscribed by two ways: **via e-mail alert or via RSS feed**.

After the login, a user can determine if he wants to get informed via e-mail alert or RSS feed on new entries. The user can choose between "all entries" or "entries filtered by topic(s)". This can be changed in his profile at any time.

Home | About NMP | NMP Team Partners | FAQs | Links | Contact Us

Partner Search Events News Call Information Library Headlines Forum

### E-Mail Alert Selection

save

Topic	RSS Feed	E-mail alert
all current offers and searches		<input type="checkbox"/>
<b>4.1 Nanosciences and Nanotechnologies</b>		
<b>1.1 Maximising the contribution of Nanotechnology to sustainable development</b>		
Topic	RSS Feed	E-mail alert
<b>NMP.2013.1.1-1</b> Exploration, optimisation and control of nano-catalytic processes for energy applications - LARGE		<input type="checkbox"/>
<b>NMP.2013.1.1-2</b> Self-assembly of naturally occurring nanosystems - SMALL		<input checked="" type="checkbox"/>
<b>1.2 Nanotechnology for benefiting environment, energy and health</b>		
Topic	RSS Feed	E-mail alert
<b>NMP.2013.1.2-1</b> Nanotechnology-based sensors for environmental monitoring - SMALL		<input type="checkbox"/>
<b>NMP.2013.1.2-2</b> Nanotherapeutics to treat bacterial infectious diseases - LARGE		<input type="checkbox"/>

### User

- Edit Profile
- Edit Entries
- Edit E-mail alerts
- Logout

### Navigation

- Partner Search Home
- List of partner searches
- List of partner offers
- Search for partner entries
- Search for partner profiles

**Screenshot 12: E-Mail Alert / RSS Feed selection**

## E-Mail Alert

If a user has chosen to be informed via e-mail alert about new entries, he will receive an advice as soon as a new entry has been activated:



### Screenshot 13: E-Mail notification

By following the link, details of the relevant entry will be displayed:

The screenshot displays a web page with the following content:

#### Partner offer (competences/expertise)

TellLab is a multi-divisional SME in which chemistry is the common denominator between the divisions. The company has an independent INAB/ISO 17025 accredited testing laboratory specialising in water and soil analysis. Areas of expertise include inorganic, organic and trace metal detection. At the present time TellLab operates in seven divisions:

1. Environmental Analysis: ISO17025 accredited
2. Machine Care Analysis: Analysis of lubricating oil samples taken from Plant and Machinery.
3. Marker Dyes: Manufacture and supply of marker dyes to the oil industry.
4. Transcheck: Analysis of transformer oils
5. Production Laboratory: Production and supply of chemicals and laboratory apparatus
6. Pharmaceutical Testing
7. Research and Development

The two divisions most applicable to these research topics are the environmental analytical services and the production laboratory. The environmental analytical services for Integrated Pollution Prevention Control (IPPC) licensing, surface water testing and drinking water standard compliance for industry and county councils.

T.E. Laboratories has an extensive background and expertise in the provision of environmental monitoring services. With an ISO17025 accredited water testing laboratory and a newly developed R&D department, the necessary skill set and experience is in place to deliver on an analytical project.

T.E. Laboratories can provide access to water samples from a variety of sources, access to results from ongoing monitoring and access to sites to run in-situ trials. We will also review validation data against the ISO17025 standard and comparison to laboratory validated methods. TellLab's environmental analysis division is composed of a team of third level chemists. The key instrumentation accredited to ISO17025 standard used for analysis are; ICP-OES, FTIR, TOC, F-AAS, GC-FID, UV-Vis, IC, GF-AAS and GC-ECD.

#### Topics

NMP.2012.1.2-1:  
Nanotechnology solutions for in-situ soil and groundwater remediation - LARGE

NMP.2012.2.2-6:  
Photocatalytic materials for depollution - SMALL

#### Contact

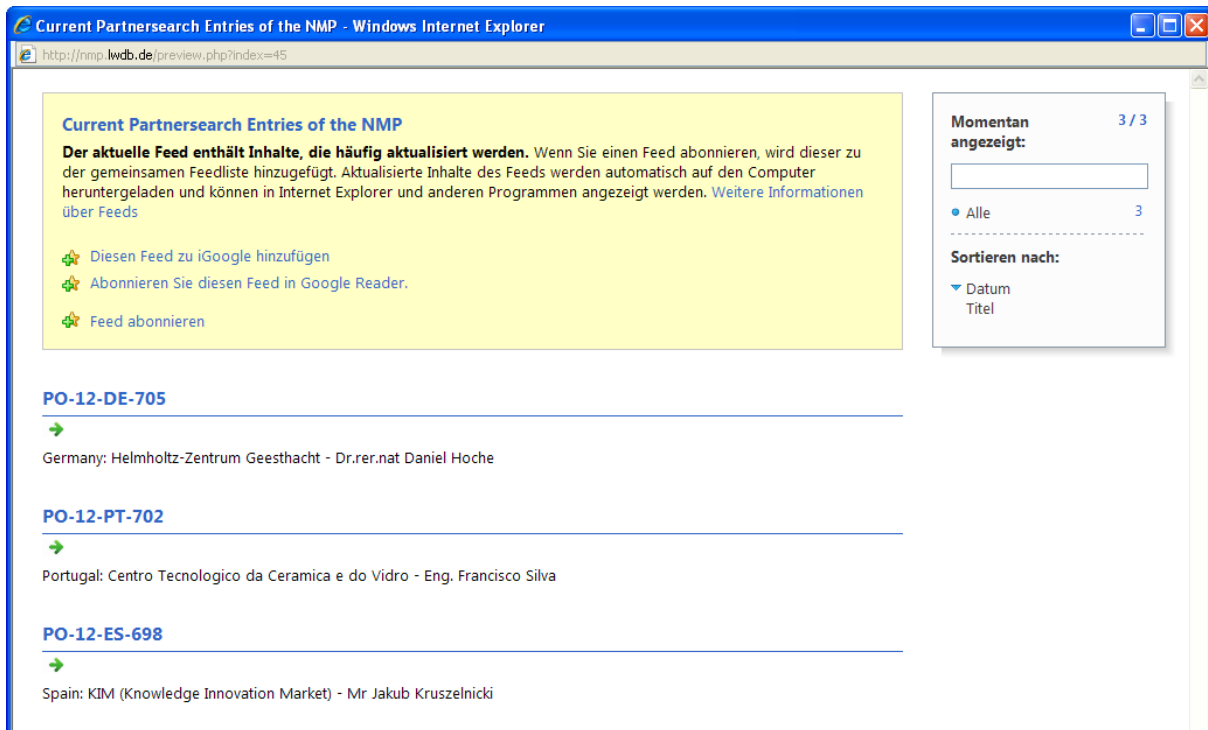
Research Officer Niamh Walsh  
T.E. Laboratories  
Loughmartin Business Park  
0000 Tullow

On the right side of the page, there is a login form with fields for "Username (E-Mail address):" and "Password:", a "login" button, and links for "Registration" and "Password lost?". Below the login form is a "Navigation" section with links: "Partner Search Home", "List of partner searches", "List of partner offers", and "Search for partner entries".

### Screenshot 14: Displayed Partner Offer

## RSS Feeds

The new subject RSS Feed has been added to the navigation. Under this subject links to the RSS Feeds of all partner offers and searches and the offers and searches filtered by areas will be received.



**Screenshot 15:** *Subscribed RSS Feeds*



## 2.8 Chapter 8: Navigation

Right beneath the [User](#) box you find the [Navigation](#) box filled with five hyperlinks. The first one is the [Partner Search Home](#) link which will display the start page. [Search for Partner Entries](#) will lead you to the search engine which will allow you to search the partner entry database using various search criteria. [Search for Profiles](#) offers the opportunity to identify potential partners independent from the current call topics. The search parameters are realised according to the information that has been generated on the base of the organisation profiles and consist of the main business fields and competences of the registered users of the Partner Search Facility. The next link leads to the [List of partner searches](#) which will display all partner searches ordered by date and the last link [List of partner offers](#) will likewise display all partner offers ordered by date.

The screenshot displays a web interface with a main content area and two sidebars. The main content area is titled "Partner Search - Partner Offer" and contains text about "Theme 4 - Nanosciences and Nanotechnologies, Materials and new Productions technologies - NMP". It includes sections for "Partner Offers" and "Partner Searches", a search engine description, and instructions for submitting partner offers and searching for partner entries. The right sidebar contains a "User" section with links for "Edit Profile", "Edit Entries", "Edit E-Mail-Alerts / RSS Feeds", and "Logout". Below that is a "Navigation" section with links for "Partner Search Home", "Search for Partner Entries", "Search for Partner Profiles", "List of Partner Searches", and "List of Partner Offers".

**Partner Search - Partner Offer**

**Theme 4 - Nanosciences and Nanotechnologies, Materials and new Productions technologies - NMP**

An important pre-requisite for a promising project proposal is a suitable consortium of project applicants. Usually, a project consortium must have a minimum of three partners from three European countries; more details concerning such rules and regulations may be found in the document "EC rules for participation". In general, when building a project consortium the expertise of the project partners should complement each other and ideally, the prospective partners should already be in close contact or collaboration. The NMP TeAm Partner Search Facility has been established by the network on NMP NCPs in order to offer best support to its clients. The web service is strictly focused on the open calls for proposals of theme 4 - NMP of the 7 FRP. On this web-service we discern between

**Partner Offers** - Researchers who offer their research expertise and who are looking for collaboration in possible project consortia and

**Partner Searches** - Researchers or consortia with a definite idea for a project who are looking for further partners to complement the expertise scope of the consortium.

To identify potential partners from already published profiles and project ideas a search engine has been developed:

[Search for partner entries](#)

In order to submit your own partner offer or partner search you first have to register. With the following online forms, you have the opportunity to send your own partner offer or partner search to the NMP-TeAm consortium. **The information will appear online as soon as it has been quality checked by the responsible, country-specific NCP.**

Registered users can administer their account, provide new entries and will have the opportunity to get automatically informed on new profiles or project ideas of interest via e-mail-alert and/or RSS feed. You will find further instructions on how to use this facility in the [user manual](#).

**User**

- [Edit Profile](#)
- [Edit Entries](#)
- [Edit E-Mail-Alerts / RSS Feeds](#)
- [Logout](#)

**Navigation**

- [Partner Search Home](#)
- [Search for Partner Entries](#)
- [Search for Partner Profiles](#)
- [List of Partner Searches](#)
- [List of Partner Offers](#)

**Screenshot 16 : User Navigation Box**

### **3. Contact**

**Ingo Rey**

**German National Contact Point Materials**

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Germany

Tel.: +49 2461-612623

<http://www.nks-werkstoffe.de>

[i.rey@fz-juelich.de](mailto:i.rey@fz-juelich.de)