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The Participant Portal

An introduction



Participant Portal

What is it for?

- Short term
 - Offer external stakeholders (participants, LEARs, coordinators, experts...) a **unique entry point**, based on a **single sign-on** (ECAS)
 - **Bring homogeneity** and better service integration for grant management
- Later on ...
 - Unified look & feel
 - Centralized document access (delivery and consortium documents)
 - Homogeneity and visibility on Business Processes (transparency)
 - Access to calls information, consortium building, etc.
 - ...



Welcome to the Participant Portal

The **Participant Portal** will become your single entry point of interaction with the Research Directorates-General of the European Commission.

It will host a full range of services **that facilitate the monitoring and the management of your proposals and projects** throughout their lifecycle.



Currently, the Participant Portal supports the following services

Organisation registration and data management

- The Participant Portal is the gateway to access the **Unique Registration Facility (URF)**

Projects management

- The Participant Portal is the gateway to access the **FP7 Negotiation Facility (NEF)**

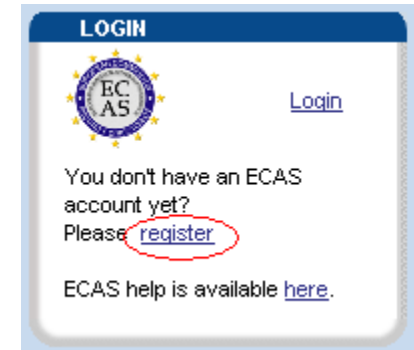
FP7 documentation

- The Participant Portal is the gateway to access the new FP7 document search functionality



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How does it work?

The access to the Portal and its underlying services requires an **ECAS account**.

If you are a new user please register on the **European Commission Authentication Service (ECAS)**. The creation of the ECAS account is free and easy



All users can

- Search for all FP7 supporting documents - No login is required
- Check if their organisation already has a Participant Identification Code (PIC) - No login is required
- Register their organisation in the Unique Registration Facility (URF)
- Identify what they can perform on the portal to support their organisations and their projects



Legal Entity Appointed Representatives can

- **View the information** stored in the account of their legal entity and to **introduce change requests**.
- **Access the list of projects** that their organisations are currently working on.



Coordinators (and a near future other participants involved in the negotiation process)

- Access the list of their projects and see information on the amendments (if requested)
- Access the details of their projects
- Get a direct access to the FP7 negotiation facility tool (NEF) once the negotiation sessions are open.



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Important links

Participant Portal

<http://ec.europa.eu/research/participants/portal>

Login to access the Participant Portal secured services

<http://ec.europa.eu/research/participants/portal/appmanager/participants/portal/login/>

Creation of an ECAS account

<https://webgate.ec.europa.eu/aida/selfreg>

Technical helpdesk of the Participant Portal via the contact form hosted on

http://ec.europa.eu/research/participants/portal/appmanager/participant_s/portal?_nfpb=true&_pageLabel=contactus#wlp_contactus