

مجلس البحث العلمي  
The Research Council

# Guideline for Research Information Management System (RIMS)



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# PI Submission Process



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في صميم الابتكار  
at the heart of innovation



Oman Research Portal

e-services

media

vacancies



English

العربية

ABOUT US

PROGRAMS

TOPICS



### RESEARCH CHAIR PROGRAM

Set up to develop local research excellence and establish ties between...



### RENEWABLE ENERGY RESEARCH PROGRAM

The research council (TRC) has initiated a strategic research program in renewable energy in 2015.



### INNOVATION PARK MUSCAT

The Relocation of The Research Council



### OPEN RESEARCH GRANT PROGRAM

The Open Research Grant (ORG) is a national research program adopted by...

## Research Chair Program

Set up to develop local research excellence and establish ties between Omani and international research organizations, the Research Chair Program provides financial resources for the establishment of research chairs at higher education institutions.

MORE



For Institutions



For Individuals

#### News

December 10, 2018

### 13 Projects Win National Research Award



#### Events

Nov 01  
2018

### OCCI Innovation Award

An award initiated by The Research Council and sponsored by Oman Chamber of Commerce and Industry

...

SIGN UP TO TRC E-NEWS FOR REGULAR NEWS AND UPDATES

SIGN UP NOW

#### Tenders

Home

Projects

News and Announcements

## Welcome to the Oman Research Portal.

It provides details on researchers, publications and researches with the opportunity to submit and track the status of their research proposal application online. There are three main ways of accessing the information. These include selection of thematic research areas, organizational units or staff in the left menu, through a direct search in the search box below or by browsing the information by selecting different filters. Research Information Management System (RIMS) is open for use by researchers from institutes affiliated with TRC. Any non-affiliated institution with a number of researchers employed may submit an official request to join RIMS.

### General search

Search

### Areas

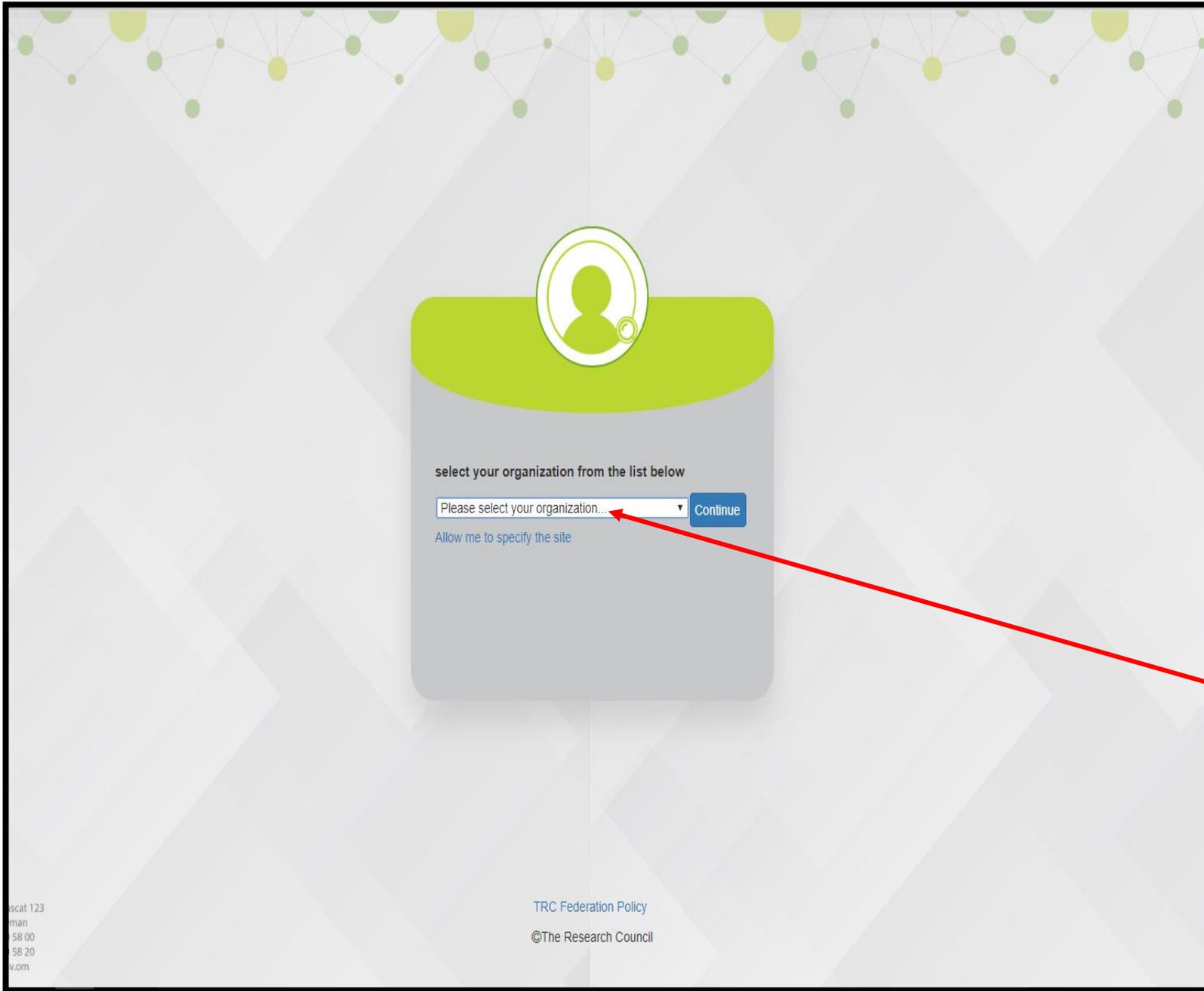
Browse

### Latest News and Announcements

Research Grant Program (RG) is Opened for Submission

المشاركة في المعرض الدولي الحادي عشر للإختراعات في الشرق الأوسط

Choose  
Institutional log in



**Select your organization from the drop list and "Continue"**



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Log in to rimsweb

> [Forgot your password?](#)

> [Need Help?](#)

> [How to Customize this Skin](#)

default SP description

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**Enter your institutional user  
Name & Password**

**Note: Use the user name and  
password of your PC in your  
Organization**

My Tools

Search Help Researcher: Al Kalbani, Zainab

View Profile + Add New Content

- Ejaad Research
- TRC Programs
- Pre-Proposal
- Research Proposal
- Progress Report
- Final Report
- CV Activity

**PI will submit the proposal by :**

1. Adding New Content
2. Choose TRC programs
3. Select Research Proposal



## Add new Research Proposal

- Dashboard
- Ejaad Research
- TRC Programs**
- Pre-Proposals
- Research Proposals
- Projects
- Progress Reports
- Final Reports
- CV Activities
- Research Equipment
- Notifications
- Statistics

Select the appropriate research proposal type

Research Proposal	Information about the selected research proposal
Research Grant Program	Research Grant Program

Cancel

**PI must choose and click on the targeted Research Program (RG, GRG, URG)**

Dashboard ; Al Kalbani, Zainab - The Research Council

Not publicly visible Not internally visible In Preparation

Key Information \* Research Proposal \* Budget \* More \* ▾

### Research Grant Program \*

Call Number \*  
2018 ▾

Title \*  
English (GB) \* Arabic  
Research Proposal

Priority Area \*  
Manufacturing ▾

Sector \*

Acronym	Sector Name	
EI	Energy and Industry	🗑️

Technology Readiness Level (TRL) \*  
1 - 3: Knowledge Development (usually public organizations) ▾

Executive Summary \*  
English (GB) \* Arabic  
B I x<sub>2</sub> x<sup>2</sup> ☰ ☷

Cancel Save Submit

**Key Information:**  
**PI should fill all the fields under this section**

Dashboard

Ejaad Research

TRC Programs

Pre-Proposals

Research Proposals

Projects

Progress Reports

Final Reports

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Research Equipment

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Statistics

## Research Proposal; Al Kalbani, Zainab - The Research Council

Not publicly visible Not internally visible In Preparation Comments

Key Information \* **Research Proposal \*** Budget \* More \* ▾

Introduction and Statement of the Problem / Project \*

**B** *I*  $x_2$   $x^2$   

Research

Literature Review and Analysis of Related Work \*

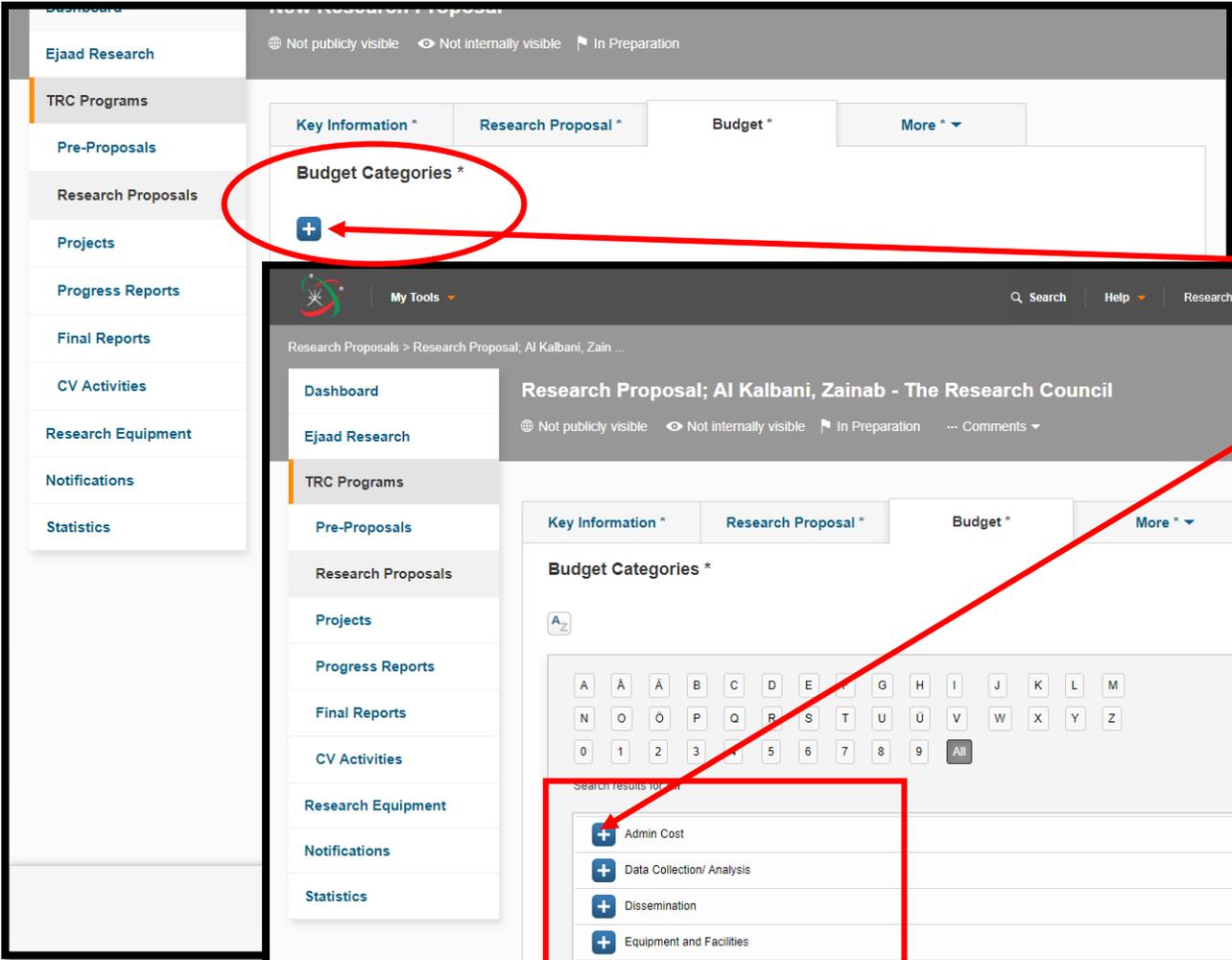
**B** *I*  $x_2$   $x^2$   

Research

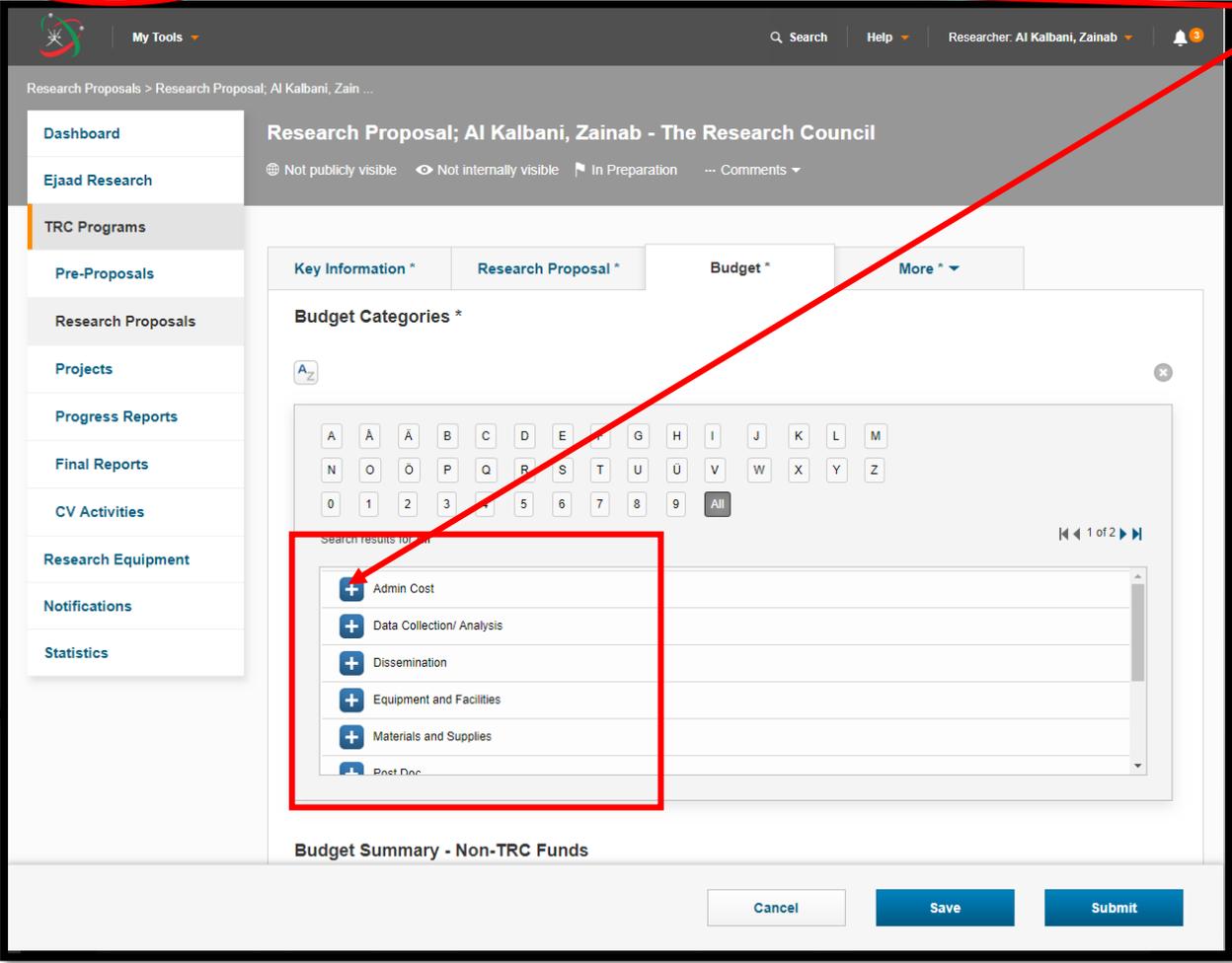
Objectives \*

Cancel Save Submit

**Research Proposal:  
PI should fill all the  
fields under this  
section**



**Under Budget section: PI must add the categories of the proposed budget**



Research Proposals > Research Proposal; Al Kalbani, Zainab - The Research Council

Dashboard | Ejaad Research | TRC Programs | Pre-Proposals | Research Proposals | Projects | Progress Reports | Final Reports | CV Activities | Research Equipment | Notifications | Statistics

Key Information \* | Research Proposal \* | Budget \* | More ^

Budget Categories \*

Expense Category	Year 1 (OMR)	Year 2 (OMR)	Total (OMR)
Admin Cost	500	0.00	0.00
Dissemination	100	100	0.00
Materials and Supplies	5000	0.00	0.00

Budget Summary - Non-TRC Funds

Year 1 (OMR)  Year 2 (OMR)  Total (OMR)

Budget Summary

Project Duration (months)

Overall TRC Requested Funds (OMR)

Cancel Save Submit

Research Proposals > Research Proposal; Al Kalbani, Zainab - The Research Council

Dashboard | Ejaad Research | TRC Programs | Pre-Proposals | Research Proposals | Projects | Progress Reports | Final Reports | CV Activities | Research Equipment | Notifications | Statistics

Key Information \* | Research Proposal \* | Budget \* | More ^

Budget Categories \*

Expense Category	Year 1 (OMR)	Year 2 (OMR)	Total (OMR)
Admin Cost	500.00	0.00	500.00
Dissemination	100.00	100.00	200.00
Materials and Supplies	5,000.00	0.00	5,000.00

Budget Summary - Non-TRC Funds

Year 1 (OMR)  Year 2 (OMR)  Total (OMR)

Budget Summary

Project Duration (months)

Overall TRC Requested Funds (OMR)

Cancel Save Submit

**After adding :**  
**budget details for all years + adding the Non TRC fund (if any) + the duration in Months;**  
**The PI should Save the information , so RIMS will Calculate the total amount automatically**

**Expected Outcomes**

	Omani	Non Omani
Post-Doc	<input type="text" value="1"/>	<input type="text" value=""/>
Technician (Bachelor Holder)	<input type="text" value="1"/>	<input type="text" value="0"/>
Technician (Master Holder)	<input type="text" value="3"/>	<input type="text" value="1"/>
Technician(PhD Holder)	<input type="text" value="1"/>	<input type="text" value="0"/>
Postgraduate(Master Holder)	<input type="text" value="2"/>	<input type="text" value="0"/>
Postgraduate(PhD Holder)	<input type="text" value="0"/>	<input type="text" value="3"/>
Undergraduate	<input type="text" value="1"/>	<input type="text" value="1"/>

**Institutional Collaboration**

No. Expected Publications:

No. Expected Patents:

**Institutional Collaboration**

A-Z

A B C D E F G H I J K L M  
N O P Q R S T U V W X Y Z  
0 1 2 3 4 5 6 7 8 9 All

Search results for All

- Collaborator 1
- Collaborator 2
- Collaborator 3
- Collaborator 4
- Collaborator 5
- Collaborator 6

No. Expected Publications:

No. Expected Patents:

Additional KPIs:

**Institutional Collaboration**

Number	Organization	Category	Country	Field	Scope	
Collaborator 1	<input type="text" value="ABC"/>	<input type="text" value="Within Omi"/>	<input type="text" value="Oman"/>	<input type="text" value="Oil &amp; Gas"/>	<input type="text"/>	<input type="button" value=""/>

No. Expected Publications:

No. Expected Patents:

Additional KPIs:

- Under Budget Section PI should also enter the following:**
- 1. The Expected outcomes (Regarding HR) in numbers.**
  - 2. Institutional collaboration (if any) and add the details of the collaborator + the scope of collaboration(e.g. Sample analysis, Consultation...etc.)**
  - 3. No. of expected Publications + Expected Patent and any other KPIs.**



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Search Help Researcher: Al Kalbani, Zainab 3

## New Research Proposal

Not publicly visible Not internally visible In Preparation

Key Information \* Research Proposal \* Budget \* More \* ▾

Budget Categories \*

Applicants \*  
File Attachments \*

+

**Under this section  
(More): PI must add  
(Attachment + Applicants)**



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Research Proposals > Add new Research Proposal

My Tools Search Help Researcher: Al Kalbani, Zainab

Dashboard  
Ejaad Research  
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New Research Proposal  
Not publicly visible Not internally visible In Preparation

Key Information \* Research Proposal \* Budget \* File Attachments \*

Full Research Proposal Document (PDF) \*

Other Files Attachment

Terms and Conditions \*

Terms and Conditions  
 Read and Accepted

Cancel Save Submit

1

Under File attachment the PI will see 2 types of attachments:

1. Full research proposal in PDF (Mandatory)

\*Note: PI should not list any researcher's or team members names in this file.

2. Any other file PI wish to upload (optional)

2

In addition, the PI should view (Terms & Conditions) and click on (Read and Accepted) .. then "save"



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**Under Applicants : PI is allowed to add only One Co-PI , and any number of CO-Is or other personnel**

**Notes:**

- 1. Co-PI must be from the same Research institution of the PI**
- 2. All team members must be registered in RIMS before assigning them**

Ejaad Research

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TRC Programs

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Statistics

Key Information \* Research Benefits Budget \* Applicants \* ▾

**Principal Investigator \***

Name	Organisation	Phone	Email	
Al Kalbani, Zainab	The Research Council (Organisations)		zainab.alkalbani@trc.gov.om	

**Co-Principal Investigators**

**Co-Investigators**

Select Co-Investigators, and assign their tasks, responsibilities, and deliverables.

**Other Team Members**

Cancel Save Submit

My Tools | Search | Help | Researcher: Alhadhrami, Khoula

Co-Principal Investigator or Co-Investigator Assignments > Research Proposal Alhadhrami, Khoul ...

### Research Proposal Alhadhrami, Khoula

For Acceptance by Co-Principal Investigator or Co-Investigator | Comments

**Key Information \***

**Research Proposal**

Title of the proposal  
Research Proposal; Al Kalbar

**Personal Details \***

Name	Orga	Phone	Email
Alhadhrami, Khoula	The F	24343352	Khoula.alhadhrami@trc.gov.om

Role  
Co-Principal Investigator

Tasks and Responsibilities

**Set status**

Please change the status first to enable the comment field.

**For Acceptance by Co-Principal Investigator or Co-Investigator**

Accept Participation to Research Proposal

Reject Participation to Research Proposal

Request for Modification

Cancel Done

Cancel Save Submit

1

2

After nominating Co-PI or Co-Is, PI will “submit” the Participation request ... and choose (For Acceptance by Co-Principal...) then press “Done”



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Research Proposals > Add new Research Proposal

### New Research Proposal

Not publicly visible Not internally visible In Preparation

Key Information \* Research Proposal \* Budget \* Applicants \* v

**Principal Investigator \***

Name	Orga	Phone	Email
AI Kalbani, Zainab	The F		zainab.alkalbani@trc.gov.om

**Co-Principal Investigator \***

Name	Orga	Tasks and Responsibilities	Email
Alhadhrami, Khoula	The F (Orga	e by Co-	Khoula.alhadhrami@trc.gov.om

**Set status**

Please change the status first to enable the comment field.

In Preparation

**For Review by CO-I and CO-PI**

Cancel Done

Cancel Save Submit

After submitting the participation request , and complete all fields of submitting the proposal in RIMS, PI must again click “Submit” and choose (For Review by....), then press Done .



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**Co-PI and Co-Is who received RIMS email to participate in a research Proposal , should Log in RIMS to accept /or reject the Participation request**

My Tools ▾ Search Help ▾ Researcher: Alhadhrami, Khoula ▾ 3

View Profile + Add New Content

**Research Administrator Khoula Alhadhrami** [Edit](#)

📍 nakhla  
e: Khoula.alhadhrami@trc.gov.om  
p: 24343352

**Things to do**

**1 Research proposal(s) for participation acceptance as a Co-Principal Investigator/Co-Investigator** [View All](#)

[Research Proposal Alhadhrami, Khoula](#)  
Last edited by Zainab Al Kalbani on 03/01/2019 at 10:03 AM

**Recently edited**

No recently edited items

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**Co-PI and Co-Is will find the Participation Request under “things to do”**



Co-Principal Investigator or Co-Investigator Assignments > Research Proposal Alhadhrami, Khoul ...

Dashboard  
Ejaad Research  
TRC Programs  
Research Equipment  
Notifications  
Statistics

Research Proposal Alhadhrami, Khoula  
For Acceptance by Co-Principal Investigator or Co-Investigator ... Comments

Key Information \*

Research Proposal

Title of the proposal  
Research Proposal; Al Kalbar

Personal Details \*

Name	Orga	Phone	Email
Alhadhrami, Khoula	The P	24343352	Khoula.alhadhrami@trc.gov.om

Role  
Co-Principal Investigator

Tasks and Responsibilities

Cancel Save Submit

1

CO-PI, CO-Is may view the proposal by pressing on the (Pen)

2

After viewing the Proposal, Co-PI and CO-Is have to press "Submit" and choose their decision ..then select "Done"



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**After the previous step... PI will get RIMS email Regarding the research team decision to participate in the project, so again the PI will log In to RIMS to submit the proposal for Research Focal Point to start the Evaluation Process**

My Tools Search Help Researcher: Al Kalbani, Zainab

Research Proposals > Research Proposal: Al Kalbani, Zainab

### Research Proposal: Al Kalbani, Zainab - The Research Council

Not publicly visible Internally visible For Review by CO-I and CO-PI Comments

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- Ejaad Research
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#### Key Information \*

Research Grant Program

Call Number \*  
2018

Title \*  
English (GB) \*  
Research Proposal

Proposal ID

Priority Area \*  
Manufacturing

Sector \*

Acronym	Sector Name
EI	Energy and Industry

#### Research Proposal \*

#### Budget \*

#### More \*

#### Set status

Enter a comment about the status change (optional).

In Preparation

For Review by CO-I and CO-PI

**For Review By Research Focal Point**

Cancel Done

Cancel Save Submit

**Finally : PI will press “submit” and choose “For review by RFP”**

**by this, Submission process finished from PI page and no more modification is allowed in the Proposal.**



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# Thank you

For further information please contact :

[RIMS@trc.gov.om](mailto:RIMS@trc.gov.om)

[www.trc.gov.om](http://www.trc.gov.om)



@TRC\_Oman



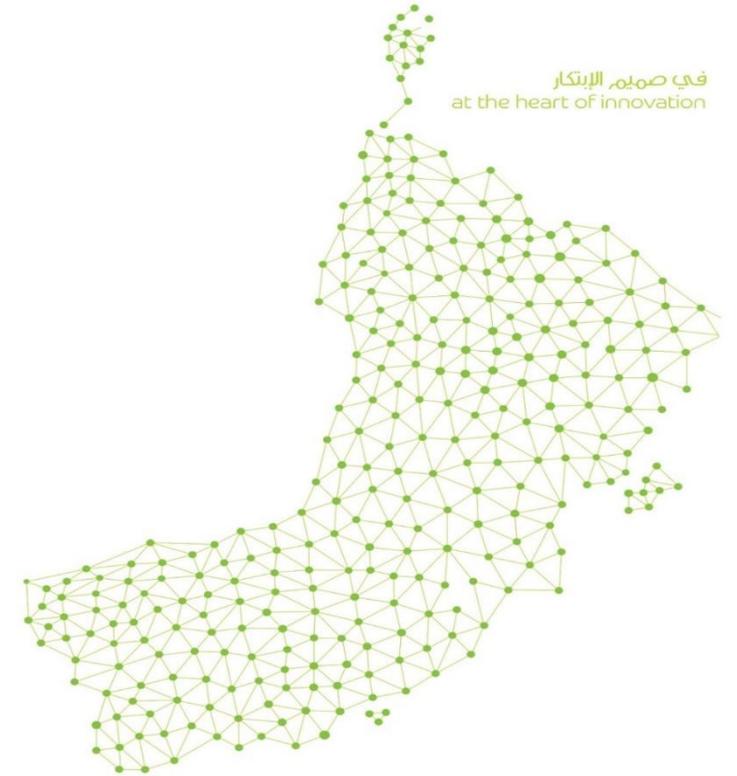
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