support for Brazilian science

call for proposals no.3/2019

a guide to navigate our online application system: registration, eligibility and submission.

Applicants should access the application portal at:
https://serrapilheira.fluxx.io

serrapilheira

1. Registration

New users
On the right side of the screen, click "CREATE AN ACCOUNT" and complete the registration fields. You will receive an email requesting that you define a password. Click the email link provided and follow the instructions.

Returning users
On the left side of the screen, log in using your email and password.

2. Eligibility Test

2.1 On the upper left side of the screen, click the link "CHAMADA 3/2019".

2.2 Click the "CREATE NEW REQUEST" button and complete the required fields.

2.3 Click the "SAVE" button on the lower right side of the screen. After saving, a "SUBMIT" button will appear in the same place. **Click on it**.

   Observation: When you click submit, a window will pop up asking for a "Note to Submission". Ignore it.

Please notice:

- **Your eligibility test needs to be validated by the Serrapilheira staff.**

- **You will be able to continue with your application within up to 24 hours.**

- **You will receive an email alert informing if you are eligible or not.**

3. Submission

3.1.   Log back into the application portal using your email and password.

3.2   Click the link "REQUESTS/New" on the left hand side of the screen to continue the application process.

3.3   Click on the "EDIT" button on the upper right corner of the screen to fill out the form.

Do not forget to upload the required materials in pdf format:

- Curriculum Vitae

- Research Project

- The most important papers that you have published so far as a main/ corresponding author (up to 5)

3.4   Click the "SAVE" button on the lower right side of the screen.

After saving, a "SUBMIT" button will appear in the same place.

If you want to submit your application, click on it.

If you want to come back later and finish your application, do not submit.

Observations:
When you click submit, a window will pop up asking for a "Note to Submission". Please feel free to add comments, if you wish.
Afterwards, click the OK button to finalize.
Once you submit your application, you will no longer be able to edit it.

Please notice:

- **You will receive an email confirming that your application has been sent.**

- **Your submission will only be complete after you receive an email with your submission ID number.**