

Dear NRF Scholarship and Fellowship-holder

The Annual Progress Report's (APR's) are available on NRF Online in order for eligible students to apply for the renewal of their scholarships and fellowships. <http://nrfonline.nrf.ac.za>

The closing date for applications is **20 November 2011**. The system will not shut down at this time but the NRF will only consider APRs submitted by this date, this year. APRs submitted after this date will only be considered, in March 2012.

There is a tutorial below for Students and Postdoctoral Researchers outlining the process to be followed.

Students and Postdoctoral Researchers who registered later in the year need only complete an APR approximately six weeks prior to the expiry of their scholarships/fellowships.

**GUIDELINES TO COMPLETE AN ANNUAL PROGRESS REPORT IN ORDER TO RENEW ONE OF THE FOLLOWING SCHOLARSHIPS OR POSTDOCTORAL FELLOWSHIPS**

**NRF FREE-STANDING BLOCK GRANT SCHOLARSHIP** (Register Online if not already registered – see instructions below)

**NRF FREE-STANDING DOCTORAL SCHOLARSHIPS** (Log in on NRF Online)

**NRF/DST INNOVATION SCHOLARSHIP/FELLOWSHIP** (Log in on NRF Online)

**NRF/DAAD SCHOLARSHIP** (Register Online – see instructions below)

**NRF/SKA BURSARIES, SCHOLARSHIPS/FELLOWSHIPS** (Register Online – see instructions below)

1. Candidates who are registered on NRF Online should log onto NRF Online at <http://nrfonline.nrf.ac.za> with their ID number and password.

**Applicants who are not registered on NRF Online**, i.e. Block Grant, DAAD and SKA scholarship/fellowship-holders should register with their ID number and a password and click the “Register” button, not “Submit”.

**NB. Please note that this document contains 6 pages.**




**Welcome**

SupportDesk Tel: (012) 481 4202      (012) 481 4202      | [Help](#)    | [Help With Registration](#)    | [E-mail Support Desk](#)

Now available on-line	Login to NRF-Online
<p><b>In order to access any of these facilities, you must be registered. If you are already registered, please log on using your ID Number or the alternative number with which you have been issued or with which you registered initially. If you have not yet registered, please do so by clicking on the "register" button on the right.</b></p>	<p>National Identity Number :  <input style="width: 100%;" type="text"/></p> <p>Password :  <input style="width: 100%;" type="password"/></p> <p style="text-align: right;"> <input type="button" value="Submit"/>    <input type="button" value="Cancel"/> </p> <p>New user?            Please register  <input style="width: 100%;" type="button" value="Register"/> </p> <p>If you have forgotten your password, please click below.  <input style="width: 100%;" type="button" value="Password"/> </p>

**Get the latest versions**

Download the latest Internet Explorer or Mozilla Firefox for the best results

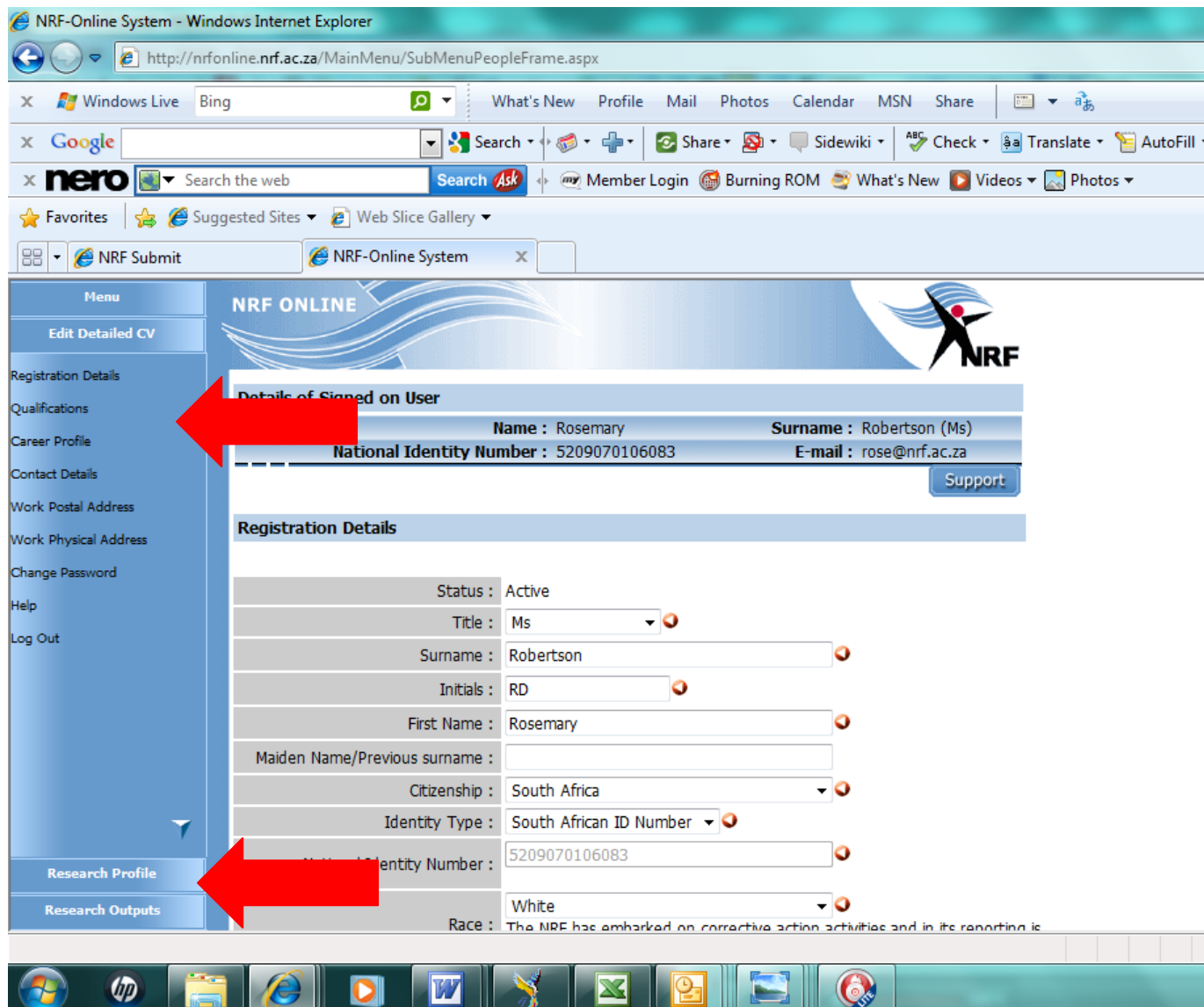
**Notice**

2. Once logged in to NRF Online, the CV section should be updated by clicking the icon Edit detailed CV (see arrow). All sections in the links on the left of the page should be updated including Research Expertise and outputs, i.e. publications, conference presentations, patents, etc.

## Main Menu

### Instructions

1. The buttons below allow for quick navigation from this screen to your destination screen. Please note that you are also welcome to use the navigation links in the left hand Menu to navigate the system.



NRF-Online System - Windows Internet Explorer

http://nfonline.nrf.ac.za/MainMenu/SubMenuPeopleFrame.aspx

Windows Live Bing What's New Profile Mail Photos Calendar MSN Share

Google Search Search the web Search Ask Member Login Burning ROM What's New Videos Photos

NRF ONLINE

Menu

Edit Detailed CV

Registration Details

Qualifications

Career Profile

Contact Details

Work Postal Address

Work Physical Address

Change Password

Help

Log Out

Research Profile

Research Outputs

Details of Signed on User

Name : Rosemary Surname : Robertson (Ms)

National Identity Number : 5209070106083 E-mail : rose@nrf.ac.za

Support

Registration Details

Status : Active

Title : Ms

Surname : Robertson

Initials : RD

First Name : Rosemary

Maiden Name/Previous surname :

Citizenship : South Africa

Identity Type : South African ID Number

Identity Number : 5209070106083

Race : White

The NRF has embarked on corrective action activities and in its reporting is

NRF-Online System - Windows Internet Explorer

http://nrfonline.nrf.ac.za/MainMenu/SubMenuPeopleFrame.aspx

Windows Live Bing What's New Profile Mail Photos Calendar MSN Share

Google Search Share Sidewiki Check Translate AutoFill

nero Search the web Search Ask Member Login Burning ROM What's New Videos Photos

Favorites Suggested Sites Web Slice Gallery

NRF Submit NRF-Online System

**Menu**

- Edit Detailed CV
- Research Profile
- Research Expertise (CV)
- Student Supervision Record
- Biographic Information
- Absence from Research
- Help
- Log Out

**Research Outputs**

**NRF ONLINE**

**Details of Signed on User**

<b>Name :</b> Rosemary	<b>Surname :</b> Robertson (Ms)
<b>National Identity Number :</b> 5209070106083	<b>E-mail :</b> rose@nrf.ac.za

[Support](#)

**Registration Details**

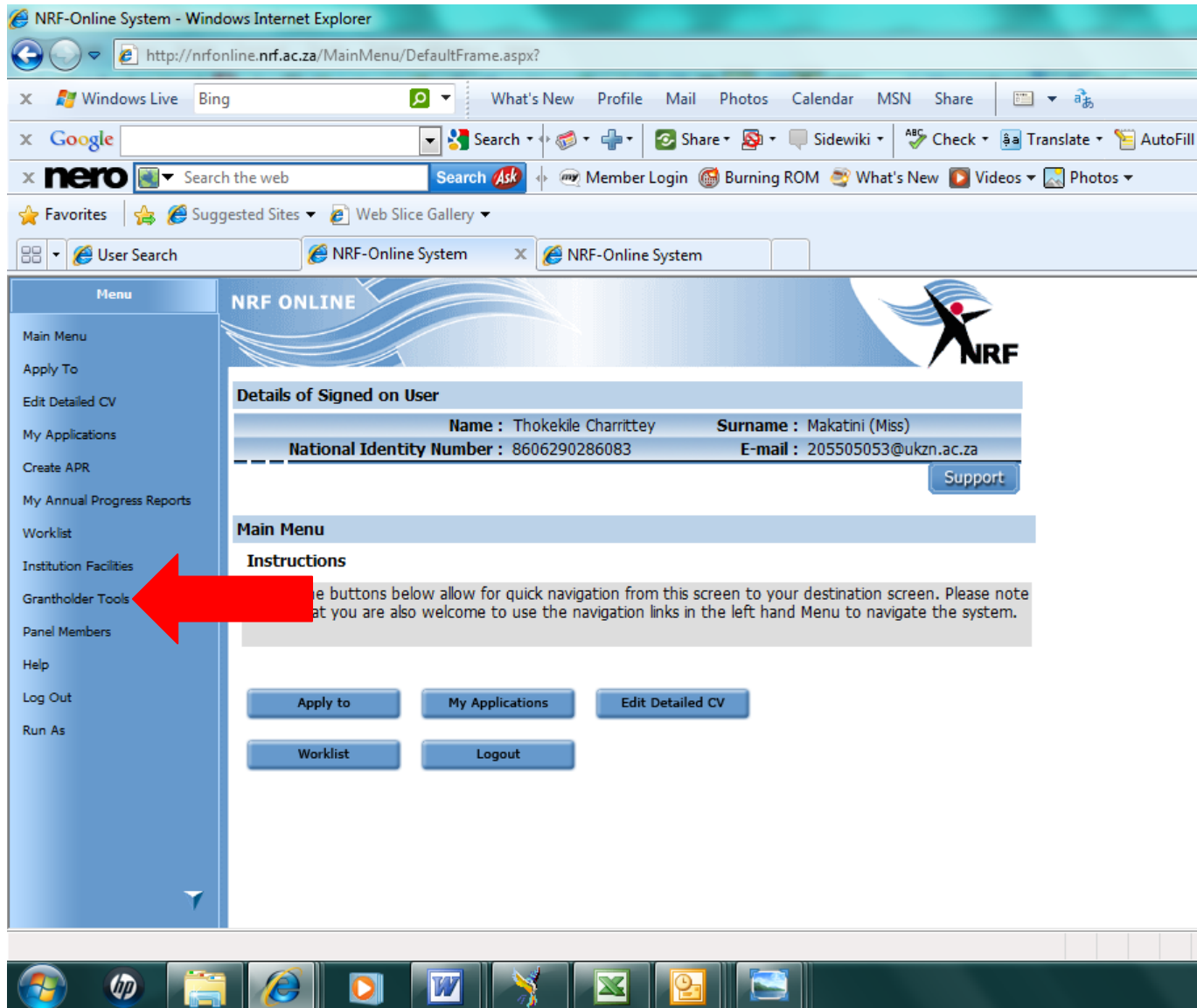
Status :	Active
Title :	Ms
Surname :	Robertson
Initials :	RD
First Name :	Rosemary
Maiden Name/Previous surname :	
Citizenship :	South Africa
Identity Type :	South African ID Number
National Identity Number :	5209070106083
Race :	White

The NRF has embarked on corrective action activities and in its reporting is

http://nrfonline.nrf.ac.za/ResearchProfile/ResearchProfile.aspx

Windows taskbar icons: Internet Explorer, HP, File Explorer, VLC, Word, Firefox, Excel, Outlook, Windows Media Center, iTunes

- Once the CV has been completed, please open an Annual Progress Report by clicking the link Grantholder Tools on the left Menu Bar. (Please note that you should Click Menu, Main Menu to find the link below).



## NATIONAL RESEARCH FOUNDATION Grant-holder tools

[Enquiries](#)

[Statements](#)

[My details](#)

[Declarations](#)

[Student nomination](#)

[Annual Reports](#)

[Logout](#)

Please select a menu option by clicking on one of the items in the



4. Open a template to complete your Annual Progress Report, filling in all the sections required.

The screenshot shows a Windows Internet Explorer browser window displaying the 'Annual progress reports' page for the National Research Foundation (NRF) Grant-holder tools. The page title is 'NATIONAL RESEARCH FOUNDATION Grant-holder tools TC Makatini'. Below the title, there is a navigation menu with options like 'Enquiries', 'Statements', 'My details', 'Declarations', 'Student nominations', 'Annual Reports', and 'Logout'. The main content area contains a table of APRs for completion. The table has three columns: 'Grant No', 'Title', and 'Action'. The first row shows a grant number of 71470 with the title 'UKZN Scholarships & Fellowships Programme'. The 'Action' column for this row contains an 'Open' button, which is highlighted by a red arrow. Below this table, there is a section for 'Previously submitted APR's (Only APR's already approved by your institution will be available here)' with the text 'None found' and an empty table structure with columns 'Grant No', 'Title', and 'Action'. The browser's address bar shows the URL 'http://nfonline.nrf.ac.za/px/ResearchGH/SetContext.aspx?action=APR'. The Windows taskbar at the bottom shows various application icons and the system tray.

Grant No	Title	Action
71470	UKZN Scholarships & Fellowships Programme	Open

Previously submitted APR's (Only APR's already approved by your institution will be available here)  
None found

Grant No	Title	Action
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Ensure that your supervisor/research host's e-mail address is correctly filled in on your APR and invite your supervisor to submit a supporting report. See next page.

Annual progress report for grant no. 71274  
Canola Oil and Drug Resistant Cancer  
Scholarships & Fellowships Programme

**Supervisor or Host**

Please add only entry and complete all the fields. Click the invite button once you have completed your progress report to ensure that your supervisor/host also has access to your comments. You will not be able to complete your report until your supervisor has submitted her/his response.

[Previous Menu](#)

[Add new line](#)

Title	Initials	Surname	Organisation	Department	Email address	Status	Actions
Prof J	John	NRF	Department of Psychology	john@nrf.ac.za		edit delete invite	

An automatic e-mail will be sent to your supervisor to complete a progress report in support of your application for the renewal of your scholarship/fellowship. Your application will not be considered without your supervisor/host progress report.

Once all sections of the APR have been completed, submit your application before 20 November 2011. APR's submitted after 20 November 2011 will only be considered in March 2012.

Students who registered/commenced research later in the year should only apply for the renewal of their awards approximately six to eight weeks prior to the expiry of the award.

Should you have any enquiries, please contact the financial aid office at your university for assistance.



Deutscher Akademischer Austausch Dienst  
German Academic Exchange Service



science  
& technology

Department:  
Science and Technology  
REPUBLIC OF SOUTH AFRICA