

ValER call for permanent positions of Distinguished Researcher in the Valencian Community

APPLICANT'S MANUAL



INDEX

1.	ACCESS TO THE PLATFORM	3
2.	ONLINE FORM	8
	Personal Data	9
	Education	
	Current position	
	Research	
	Most relevant achievements	15
	Mentoring	
	Statement of purpose	
	CV	21
	Referees	21
	Institutions	
3.	SAVE, SUBMIT OR DELETE APPLICATION	

V2. 3/10/2024



1. ACCESS TO THE PLATFORM

Access to the platform is via the following link:

https://call.valer-f.es/



From the home screen, you can log in, create a new account, or reset the password for an existing account.



To create a new account, you must click on the link "Create new account"

Log in by username/email a	ddress *
You can use your username or en	nail address to log in.
Log in	
Create new account	<u>Reset your password</u>



On the new page you must enter your full name, email address and username.

GENERALITAT VALENCIANA Conselleria d'Educació, Cultura, Universitats i Ocupació	
Create nev	vaccount
	Name *
	Email address * The email address is not made public. It will only be used if you need to be contacted about your account or for opted-in notifications.
	Username * Several special characters are allowed, including space, period (), hyphen (-), apostrophe (), underscore (_), and the @ sign. Create new account

By clicking on "Create new account" you will receive an email from ValER (<u>call@valer-f.es</u>) with instructions to validate your account.





Clicking on the link will go to the page where you must log in and change your password. Click on the "Log in" button.

GENERALITAT VALENCIANA Conselleria d'Educació, Cultura, Universitats i Ocupació
Set password This is a one-time login for
Click on this button to log in to the site and change your password.
This login can be used only once.
Log in

Enter the password twice (they must match) and press the "Save" button.

VE)	Valencian Foundation for Excellence in Research
\checkmark	

APPLICATION

You have just used your one-time login link. It is no longer necessary to	use this link to log in. Please change your password.	×
Email*		
@suomitech.com		
Password		
•••••		
Password strength: Weak		
Confirm password		
•••••••		
Passwords match: yes		
Recommendations to make your password stronger:		
Make it at least 12 characters		
 Add lowercase letters 		
 Add punctuation 		



From here you can access the application from the home screen using your username and password. You can reset your password at any time by clicking on the "Reset your password" button and following the instructions.

For any questions you can contact us via email at call@valer-f.es.



2. ONLINE FORM

Once the user has been validated, the main screen of the application is accessed through the link <u>https://call.valer-f.es/</u>.

From here you can start the online application by clicking on the "Submit application" button.



The application is divided into several tabs. By clicking on each of them, you can access the sections to fill in the online application form.

GENERALITAT VALENCIANA Consellerie of Educació, Cultura, Universitats i Ocupació	My account Logout
APPLICATION	

Create Application

Personal data *	Education	Current position	Research	Most relevant achievements	Mentoring	Statement of purpose	cv •	Referees	Institutions
Id card type *									
- None -									
Id card numbe	er *								
Name *									

There are fields in the form **that are required** to complete and send the application. These fields are identified with **a red asterisk**.



The application must be saved by clicking on the "Save" button at the bottom of the page. At any time, you can access the application editing process again to continue filling out the form at the step you left before.

Personal Data

In this section, the fields related to the applicant's personal data must be completed.

GENERALITAT VALENCIANA University (Floated), Guiwa University (Goudan)	My account Logout
PPLICATION	
reate Application	
Remember to SAVE data before longing out Application can be retreiv	ed and me
The fields with * are mandatory	
Personal data* Ecucation Current position Research Most relevant ac	thievements Mentoring Statement of purpose CV Referees Institutions
Id card type *	×
Id card number *	
Name *	
Middle Initial	
Last name (1st) *	
Last name (2nd)	
Date of birth *	
dd/mm/aaaa	
Address *	
City *	
Postal code *	
Postal code -	
Country *	
- None -	·
Citizenship 1 *	
Citizenship 2	
- None -	~
Gender *	
- None -	~

VALENCIAN FOUNDATION FOR EXCELLENCE IN RESEARCH (ValER). C/ MAYOR, 83 1º-PTA 9 12001 CASTELLÓ DE LA PLANA CIF: G97643514. Registered in the Registry of Foundations of the Valencian Community with number 434 (V)



At the bottom of the screen, you must accept the Terms and Conditions by clicking on the box indicated in the following image. More information can be found in the specified link.

Citizenship 2		
- None -		~
Gender *		
- None -		~
	7	
Accept lerms and Conditions		
- The terms and conditions must be read at this $\underline{\text{LINK}}$		
	Save	

Education

This section should include information regarding the applicant's education details. As many records relating to the level of studies as necessary may be added.

ate A	nnlic	ation							
	ppile	ation							
 Remember The fields 	er to SAVE da with * are m	ta before logging andatory	out. Applicati	on can be retreived anytime					
	Education		Darrent B			Contaminated annual A		Deferrer	
	Education	C frent position	Research	Wost relevant achievements	Mentoning	Statement of purpose		Referees	institutions
• Fill i	in this section	with the most rele	vant informa	tion about your education (E	Bachelor, Maste	er or PhD). You can add n	nore inform	ation by click	king on
Education									

By clicking on "Add new content item" you should complete the drop-down menu that appears below.





Remembe The fields	er to SAVE da with * are m	ata before logging andatory	out. Applicat	ion can be retreived a	nytime				
sonal data	Education	Current position	Research	Most relevant achiever	ments Mentoring	Statement of purpose	cv-	Referees	Institutions
• Fill in "Cre	n this section ate content	n with the most re item"	levant informa	ition about your educa	ation (Bachelor, Mas	ter or PhD). You can add	more inform	ation by clicki	ng on
Education									
Degree in *	0								
Level *									
- Select a	value -								~
Institution *	•								
Begin Year									
- Select -									~
End Year *									
- Select -	4	_							~
Create co	ontent item	Cancel							
Create co	ontent item	Cancel							

Once all the fields have been completed, click on "Create content item" to save the record. The following screen should appear, which also gives you the option to edit or delete the record entered.

To add a new level of studies, click on "Add new content" again and repeat the same operation until the required number of records is completed.



GENERALITAT VALENCIANA Conselleria d'Educació, Cultura Universitate l Ocupació	Valer	My account Logout

Remem The field	ber to SAVE dat ds with * are ma	a before logging out. Aj ndatory	oplication can be retreived any	ytime		
Personal data	Education	Current position Rese	earch Most relevant achievem	nents Mentoring Statem	ent of purpose CV	Referees Institutions
• Fil	I in this section ireate content it	with the most relevant i em"	nformation about your educat	tion (Bachelor, Master or PhI)). You can add more inf	ormation by clicking on
	Level	Degree in	Begin Year	End Year	Operations	
a.	Bachelor	Example 1	1995	2000	Edit Rem	ove
.*.	Master	Example 2	2001	2004	Edit Rem	ove
л.	PhD	Example 3	2005	2010	Edit Rem	ove
Add ne	w content item	I				

Current position

This section adds information regarding the applicant's current position. All fields must be completed.



GENERALITAT VALENCIANA Conselleria d'Educació, Cultura, Universitata i Ocupació	My account Logout
APPLICATION	

	,							
onal data Educa ion	Current position *	Research *	Most relevant achievements	Mentoring	Statement of purpose	CV	Referees	Institutions
Position *		-						
Institution *								
Dpt./Institute *								
Dpt. address								
Dpt. city *								
Dpt. postal code *								
Country *								
- None - Phone *								~
Email *								
Email								

Research

This section include information related to the research. According to the call, the scientific areas available for selection by the applicant will be displayed. The applicant must include their ORCID and Researcher ID (recommended).





Remember to SAVE data before logging out. Application can be retreived anytime The fields with * are mandatory
Personal data ¹ Education Current position ¹ Research [*] N ost relevant achievements ¹ Mentoring ¹ Statement of purpose ¹ CV Referees Institutions
Researcher ID (Recommended)
ORCID *
VaIER Area * Engineering Experimental Sciences and Mathematics Humanities Life & Medical Sciences Social and Behavioral Sciencies Main ERC panel * None - Other ERC panels None - Add another item Keywords *
Research done in the last 5 years (2000 character maximun) *
Content limited to 2000 characters, remaining: 2000

The information on the main ERC panel in which the applicant's research fits must also be selected, as well as other panels if applicable. Once the main panel is selected, the subpanels are displayed as shown in the following image.





 Remember to SAVE data before logging The fields with * are mandatory 	out. Applicati	on can be retreived anytime	2				
sonal data Education Current position	Research *	Most relevant achievements	Mentoring	Statement of purp	oose C	V" Referees	Institutions
Researcher ID (Recommended)							
ORCID *							
ValER Area * Engineering Experimental Sciences and Mathematic Humanities Life & Medical Sciences Social and Behavioral Sciencies	s						
Main ERC panel * Physical Sciences and Engineering V PE10.3 Climatology and climate change	PE10 Earth S	ystem Science	~	~			
Other ERC panels Life Sciences	LS4 Physiolo	gy in Health, Disease and A	geing		•		
LS4_6 Microbiome and host physiology Add another item					~		
Keywords *					_		
Research done in the last 5 years (2000 ch	aracter maxim	iun) *					
Content limited to 2000 characters, remai	ning: 2000						h

Most relevant achievements

In this section, the three most relevant achievements of the applicant's scientific career must be included. For each of them, up to 3 related contributions may be included (publication, patent, book chapter, guide, etc.) by clicking on the "Add new contribution" button.





 Remember to SAVE data before logging out. Application can be retreived anytime The fields with * are mandatory 	
Personal data Education Current position Research Most relevant achievements * Mentoring Statement of purpose C	V Referees Institutions
Detail your most relevant research achievements (up to three)	
1*	
Achievement *	
Include here a brief explanation and justification of your choice Content limited to 3000 characters, remaining: 3000	
Related contributions (up to three)	
You have added 0 out of 3 allowed contributions. Add new contribution	
2*	
Achievement *	
Include here a brief exclusation and intification of your choice.	E
Content limited to 3000 characters, remaining: 3000	
Related contributions (up to three)	
You have added 0 out of 3 allowed contributions. Add new contribution	
3*	
Achievement *	
Include here a brief explanation and justification of your choice Content limited to 3000 characters, remaining: 3000	
Related contributions (up to three)	
You have added 0 out of 3 allowed contributions. Add new contribution	



Once you have completed the contribution data corresponding to the achievement entered, you must click on the "Create contribution" button so that it is registered.



Within the corresponding achievement, to add a new contribution click on the "Add new contribution" button.





al data Education Current po	osition Research	Most relevant achievements *	Mentoring	Statement of purpose	cv •	Referees	Institutions
etail your most relevant researc	h achievements (up to	three) *					
1*							
Achievement * Achievemen 1							
Achievement * Ashievemen 1							
Achievement * Achievemen 1 Content limited to 3000 charact	ers, remaining: 2988						
Achievement * Achievemen 1 Content limited to 3000 charact Include here a brief explanation and j Related contributions (up to thr	ers, remaining: 2988 ustification of your choice ee)						
Achievement * Achievemen 1 Content limited to 3000 charact Include here a brief explanation and j Related contributions (up to thr Title and reference	ers, remaining: 2988 ustification of your choice ee) DOI (u	rl) / Patents / Others		Operation	ns		1
Achievement * Achievemen 1 Content limited to 3000 charact Include here a brief explanation and j Related contributions (up to thr Title and reference Title example 1	ers, remaining: 2988 ustification of your choice ae) DOI (u <u>https:/</u>	rl) / Patents / Others /example.com		Operation Edit	Remove]

Mentoring

In this tab you must enter information regarding the supervised theses and other mentoring actions carried out in the last 5 years.





Statement of purpose

In this section, all the fields indicated must be filled in with information regarding the applicant's future research plan upon being hired by ValER, a justification of the selected affiliation center(s), the transferability of knowledge and research results, as well as information regarding interruptions in research activity due to certain circumstances and a brief justification of the reason for submitting your application to the ValER call.





Remember to SAVE data before logging out. Application can be retreived anytime The fields with * are mandatory
Personal data ¹ Education Current position ¹ Research Most relevant achievements ¹ Mentorin ² Statement of purpose [*] CV Referees Institutions
Brief statement of purpose explaining your choice of the host institution(s), and your future research plans
Statement of purpose *
Content limited to 3000 characters, remaining: 3000
Content limited to 1000 characters, remaining: 1000
• Explain whether in the last 5 years you have been affected by the following personal circumstances; maternity or paternity leave, care for dependent persons, temporary incapacity due to a serious illness or any other physical or psychological situation.
Statement of personal circumstances (if any) in the last 5 years
Content limited to 1000 characters, remaining: 1000
Why ValER? Why you? Why your research field? Why now? *
Content limited to 3000 characters, remaining: 3000



CV

In this section you should enter a short publishable summary of the applicant's CV and upload the full CV file (free format, .pdf file, maximum 15 pages, in english).

GENERALITAT VALENCIANA Granding (Tabana) Granding (Tabana) Granding (Tabana)	My account l	Logou
APPLICATION		
Create Application		
Remember to SAVE data before logging out. Application can be retreived anytime The fields with * are mandatory		
Personal data* Education Current position* Research* Most relevant achievements* Mentoring* Statement of purpose CV* Referees	Institutions	-
Include a short summary of your research profile. If you are finally selected, this summary may be published by VaIER *		
Content limited to 1000 characters, remaining: 1000	h	
CV * Seleccionar archivo Ningún archivo seleccionado One file only.		
10 MB limit. Allowed types: pdf.		

Referees

In this section, you must add the contact details of 4 referees, of which at least 2 of them must send a letter of support for the applicant's candidacy.





e contact detail	ls of 4 referees	of which at least 2 of	them must send a refere	nce letter to suppo	ort your application	on. To do this, the	e system
cally generates	a link that you	have to send directly	to each referee to upload	d the letter in .pdf	format.		
est to introduce	the contact da	ata of your referees an	d send them the link as	soon as possible in	order to give hin	n/her enough tin	ne to upload
before the dea	dline. You will b	be able to check if he/	she has already uploade	d the letter in the o	draft of your appli	ication.	
bet	to introduce fore the dea	to introduce the contact da fore the deadline. You will I	to introduce the contact data of your referees an fore the deadline. You will be able to check if he/	to introduce the contact data of your referees and send them the link as a fore the deadline. You will be able to check if he/she has already uploaded	to introduce the contact data of your referees and send them the link as soon as possible in fore the deadline. You will be able to check if he/she has already uploaded the letter in the o	to introduce the contact data of your referees and send them the link as soon as possible in order to give hir fore the deadline. You will be able to check if he/she has already uploaded the letter in the draft of your appl	to introduce the contact data of your referees and send them the link as soon as possible in order to give him/her enough tin fore the deadline. You will be able to check if he/she has already uploaded the letter in the draft of your application.

When you click the "Add new referee" button, the form for adding contact information is displayed.



GENI VALE Conselleriu Universitat	RALITAT NCIANA Jeogeod	My account	Logou
APPLICAT	ON		
Crea	te Application		
:	Remember to SAVE data before logging out. Application can be retreived anytime The fields with * are mandatory		
Perso	al data Education Current position Research Most relevant achievements Mentoring Statement of purpose CV Referees	Institutions	_
	 Fill out the contact details of 4 referees of which at least 2 of them must send a reference letter to support your application. To do this, the sy automatically generates a link that you have to send directly to each referee to upload the letter in .pdf format. We suggest to introduce the contact data of your referees and send them the link as soon as possible in order to give him/her enough time the letter before the deadline. You will be able to check if he/she has already uploaded the letter in the draft of your application. 	rstem to upload	
F	sferees		
١	ame *		
N	liddle Initial		
L	ast name (1st) *		
L	ast name (2nd)		
I	stitution		
c	ountry		
F	- None -	~	
ĺ			
E	nail *		
	Create referee Cancel		

Once completed, click on the "Create referee" button to register the referee. The list of names entered in the application will be displayed in the referees tab. Click on the "Add new referee" button to include new records.



	1						
ate	e Appli	cation					
Ren The	nember to SAVE fields with * are	data before logging out. mandatory	Application can be retreived anytime				
ional d	lata Education	Current position Res	earch Most relevant achievements	Mentoring Statemen	it of purpose	Referees	Institutions
	 Fill out the cor automatically g We suggest to the letter before 	ntact details of 4 referees generates a link that you introduce the contact da re the deadline. You will b	of which at least 2 of them must send have to send directly to each referee t ta of your referees and send them the se able to check if he/she has already	a reference letter to su o upload the letter in .p link as soon as possibl uploaded the letter in tl	ipport your applica odf format. le in order to give l he draft of your ap	tion. To do this, the him/her enough tin plication.	e system ne to upload
Refer	 Fill out the cor automatically g We suggest to the letter before 	ntact details of 4 referees generates a link that you introduce the contact da re the deadline. You will b	of which at least 2 of them must send have to send directly to each referee t ta of your referees and send them th be able to check if he/she has already	a reference letter to su o upload the letter in .p link as soon as possibl uploaded the letter in tl	ipport your applica odf format. le in order to give l he draft of your ap	tion. To do this, the him/her enough tin plication. Sho	e system ne to upload www.row.weights
Refe	 Fill out the cor automatically g We suggest to the letter before rees Name 	ntact details of 4 referees generates a link that you introduce the contact da re the deadline. You will b Last name (1st)	of which at least 2 of them must send have to send directly to each referee t ta of your referees and send them the se able to check if he/she has already Email	a reference letter to su o upload the letter in .p link as soon as possibi uploaded the letter in tl	upport your applica odf format. le in order to give l he draft of your ap Uploaded	tion. To do this, the him/her enough tim plication. Sho Operations	e system ne to upload www.row.weights
Refer	 Fill out the cor automatically 9 We suggest to the letter before rees Name Example 1 	ntact details of 4 referees generates a link that you introduce the contact da re the deadline. You will b Last name (1st) Example 1	of which at least 2 of them must send have to send directly to each referee t ta of your referees and send them the se able to check if he/she has already Email example@example.com	a reference letter to su o upload the letter in .p link as soon as possibi uploaded the letter in th Copy link	ipport your applica odf format. le in order to give l he draft of your ap Uploaded No	tion. To do this, the him/her enough tim plication. Sho Operations Edit Re	e system ne to upload ww.row.weights move
Refei	 Fill out the cor automatically 9 We suggest to the letter before Research of the letter before Research of the letter before Research of the letter before Example 1 Example 2 	ntact details of 4 referees generates a link that you introduce the contact da re the deadline. You will b Last name (1st) Example 1 Example 2	of which at least 2 of them must send have to send directly to each referee t ta of your referees and send them the be able to check if he/she has already Email example@example.com example2@example2.com	a reference letter to su o upload the letter in .p link as soon as possibl uploaded the letter in th Copy link Copy link	pport your applica odf format. le in order to give l he draft of your ap Uploaded No No	tion. To do this, the him/her enough tim plication. Sho Operations Edit Ret Edit Ret	e system ne to upload ww.row.weights move move

If necessary, it is possible to modify the referee's information by clicking on the "Edit" button. Once the information has been confirmed, the applicant will provide the referee with the corresponding link so that he/she can validate it in the application and send the reference letter. To do this, click on the "Copy link" button and send that path to the referee.

Through the link sent by the applicant, the referee will be able to register in the application and access his work area. See the **Referees Manual** for more information.

The applicant can check whether the referee has sent the document through the "Uploaded" column. When "Yes" appears in this column, it indicates that the referee has sent the document through the platform.

The application must have a minimum of two letters of reference in order to be submitted.



Institutions

In this tab, you must indicate information of the different institutions that are interested in hosting the applicant and that must submit an expression of interest.



Clicking on the "Add new institution" button will open to the form for selecting the institution(s). Once selected from the drop-down menu, click on the "Create institution" button.





The selected institution(s) will appear in a list similar to the panel of referees.

/ALEN onselleria d'i niversitats i C		My account
LICATIO	N	
eat	te Application	
• Re • Th	emember to SAVE data before logging out. Application can be retreived anytime he fields with * are mandatory	
Personal	al data Education Current position Research Most relevant achievements Mentoring Statement of purpose CV Refer	rees Institutions
	 An Expression of interest (Eol) from at least one host institution of the Valencian Community has to be included in the application bef on xxxxx, of 202x. You can submit more than one Eol with your application. The list of the eligible host institutions is available h (https://www.valer-f.es/host-institutions/). Candidates must directly contact each institution they are interested in joining (public university, research centre or foundation of the 	fore 2:00 pm (CET) nere e Valencian
Inst	 An Expression of interest (EoI) from at least one host institution of the Valencian Community has to be included in the application bef on xxxxx, of 202x. You can submit more than one EoI with your application. The list of the eligible host institutions is available h (https://www.valer-f.es/host-institutions/). Candidates must directly contact each institution they are interested in joining (public university, research centre or foundation of the Community) and obtain an EoI. In this section, add the host(s) institution(s) of your choice and the system will generate a link you can contacts to download, fill and submit the form. The EoI must be filled in English and electronically signed by the Legal Representative of the host institution. It has to clearly show the has a strong interest in recruiting (or retaining) the candidate. 	fore 2:00 pm (CET) tere e Valencian n send to your tat the institution
Inst	 An Expression of interest (Eol) from at least one host institution of the Valencian Community has to be included in the application bef on xxxxx, of 202x. You can submit more than one Eol with your application. The list of the eligible host institutions is available h (https://www.valer-f.es/host-institutions/). Candidates must directly contact each institution they are interested in joining (public university, research centre or foundation of the Community) and obtain an Eol. In this section, add the host(s) institution(s) of your choice and the system will generate a link you can contacts to download, fill and submit the form. The Eol must be filled in English and electronically signed by the Legal Representative of the host institution. It has to clearly show the has a strong interest in recruiting (or retaining) the candidate. 	fore 2:00 pm (CET) tere e Valencian n send to your tat the institution Show row weights
Inst	 An Expression of interest (Eol) from at least one host institution of the Valencian Community has to be included in the application bef on xxxxx, of 202x. You can submit more than one Eol with your application. The list of the eligible host institutions is available h (https://www.valer-f.es/host-institutions/). Candidates must directly contact each institution they are interested in joining (public university, research centre or foundation of the Community) and obtain an Eol. In this section, add the host(s) institution(s) of your choice and the system will generate a link you can contacts to download, fill and submit the form. The Eol must be filled in English and electronically signed by the Legal Representative of the host institution. It has to clearly show the has a strong interest in recruiting (or retaining) the candidate. 	fore 2:00 pm (CET) tere e Valencian n send to your tat the institution Show row weights Operations
Inst .*.	An Expression of interest (Eol) from at least one host institution of the Valencian Community has to be included in the application bef on xxxxx,, of, 202x. You can submit more than one Eol with your application. The list of the eligible host institutions is available h (https://www.valer-fest/host-institutions/). Candidates must directly contact each institution they are interested in joining (public university, research centre or foundation of the Community) and obtain an Eol. In this section, add the host(s) institution(s) of your choice and the system will generate a link you can contacts to download, fill and submit the form. The Eol must be filled in English and electronically signed by the Legal Representative of the host institution. It has to clearly show the has a strong interest in recruiting (or retaining) the candidate. Institutions Institution Institution de Gestión de la Innovación y del Conocimiento (INGENIC) No	fore 2:00 pm (CET) Here e Valencian in send to your at the institution Show row weights Cherations Edit Remove
inst .a. .a.	An Expression of interest (EoI) from at least one host institution of the Valencian Community has to be included in the application bef on xxxxx, of 202x. You can submit more than one EoI with your application. The list of the eligible host institutions is available h (https://www.waler.fes./host-institutions./). Candidates must directly contact each institution they are interested in joining (public university, research centre or foundation of the Community) and obtain an EoI. In this section, add the host(s) institution(s) of your choice and the system will generate a link you can contacts to download, fill and submit the form. The EoI must be filled in English and electronically signed by the Legal Representative of the host institution. It has to clearly show the has a strong interest in recruiting (or retaining) the candidate. Uploaded o Institutions Uploaded linkstitution de la Innovación y del Conocimiento (INGENIO) Fundación para el Fomento de la Investigación Sanitaria y Biomédica de la Comunitat Valenciana (FISABIO)	fore 2:00 pm (CET) here e Valencian in send to your at the institution Show row weights Deperations Edit Remove Edit Remove

VALENCIAN FOUNDATION FOR EXCELLENCE IN RESEARCH (ValER). C/ MAYOR, 83 1º-PTA 9 12001 CASTELLÓ DE LA PLANA CIF: G97643514. Registered in the Registry of Foundations of the Valencian Community with number 434 (V)



The applicant must provide the institution with the corresponding link to incorporate the expression of interest. To do so, click on the "Copy link" button and send it to the institution. See more details in the **Host Institutions Manual**.

The applicant can check whether the institution has sent the document through the "Uploaded" column. When "Yes" appears in this column, it indicates that the institution has uploaded the document through the platform. To be submitted, the application must have at least **one expression of interest**.

Remember to press the "Save" button that appears at the bottom of the screen to **save the data entered**.



3. SAVE, SUBMIT OR DELETE APPLICATION

By clicking on the "Save" button to save the application, the system opens the main application screen through which it is possible to view, edit or delete the application by clicking on the corresponding icon that appears to the right of the application data.

My application Started Last change Status
10/23/2024 - 13:30 11/08/2024 - 12:57 Request pending completion

By clicking on the "View" icon view all the completed fields of the application.

By pressing "APPLICATION" the system returns to the initial screen at any time.



VALENCIAN FOUNDATION FOR EXCELLENCE IN RESEARCH (ValER). C/ MAYOR, 83 1º-PTA 9 12001 CASTELLÓ DE LA PLANA CIF: G97643514. Registered in the Registry of Foundations of the Valencian Community with number 434 (V)



By clicking on the "Edit" icon vou can resume entering application data at any time and with the "Delete" icon vou can delete the application.



Once the necessary data and files have been uploaded, the application can be submitted by clicking on the "Submit" button that appears in the editing mode. The application must include at least one expression of interest and two reference letters. As **proof of submission** of the application, you should receive the following automatic email from the email address call@valer-f.es:

Dear Applicant, Your application has been submitted and it is ready for evaluation. For more details about next steps and deadlines please check the Call Text. Thank you for your interest in VaIER's Call and good luck! VaIER's Management Team

From this moment on, the application will only be in view mode and can be accessed through the "View" icon ^O on the main login page.

If you have any problem with ValER's platform, please send an email to <u>call@valer-f.es</u>.