



Valencian
Foundation
for Excellence
in Research

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

MANUAL FOR REFEREES



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V2. 3/10/2024



1. USER ACTIVATION

The referee will receive a link from the applicant to activate his/her logging and password. When accessing this link (<https://call.valer-f.es/en/user/password>), he/she must **enter the same email address** with which the applicant registered him/her in his/her application.



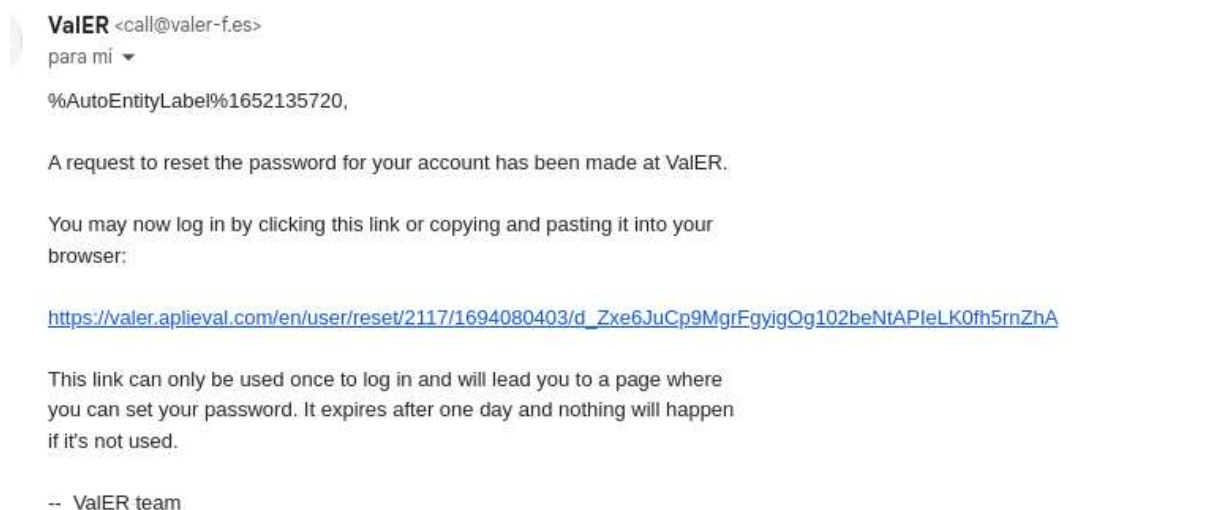
Reset your password

Username or email address *

Password reset instructions will be sent to your registered email address.

Once you submit the form, you will receive an email with a link to activate your account.

Replacement login information for %AutoEntityLabel%1652135720 at ValER



Clicking on the link will go to the next page where you must “Log in” and change your password.



Reset password

This is a one-time login for %AutoEntityLabel%1652135720 and will expire on *Fri, 09/08/2023 - 11:53*.

Click on this button to log in to the site and change your password.

This login can be used only once.



Enter the password twice (it must match) and save by clicking the **“Save”** button.

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*

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

Save

2. RECOMMENDATION LETTER FILE UPLOAD


Once the user is activated the referee user area will be automatically displayed.

LETTERS LIST

Letters list

Name	Letter
.....	



In this area the list of applications in which the referee is included is displayed. By clicking on the Edit button on the right , you can access the form to fill in the information and attach the recommendation letter.

LETTERS LIST

Name*

Middle Initial

Last name (1st)*

Last name (2nd)

Institution


Country

Phone

Overall assessment of the applicant

Letter



No se ha seleccionado ningún archivo.

 Upload requirements

Once you have filled out the information and uploaded the recommendation letter (in .pdf and signed), you must save it by clicking on “Save”. In the user panel, the system will indicate that the documentation has been sent. The file sent will be displayed in the “Letter” column.

LETTERS LIST

Letters list

Name	Letter
<input type="text"/>	 demo.pdf 1.15 KB 

If you have any problem with ValER’s platform, please send an email to call@valer-f.es.