



# Coeus 4.3: New Features in Proposal Development



Massachusetts Institute of Technology

Information Services & Technology

# Coeus 4.3 Upgrade – Overview

February 20, 2009 –  
Upgrade to Coeus 4.3

- Will impact CoeusLite and Coeus Premium
- Agenda:
  - CoeusLite new features & changes
  - Coeus Premium Proposal Development new features & changes
  - Helpful resources
- Provide feedback on pilot training to [trainer@mit.edu](mailto:trainer@mit.edu)



# CoeusLite

Web-based, intuitive, proposal development tool.

# CoeusLite 4.3 – Access

## CoeusLite 4.2

Coeus Home	My Protocols	My Proposals	COI Disclosure	Inbox	Logout
<a href="#">All Proposals</a>   <a href="#">Proposal In Progress</a>   <a href="#">Create New Proposal</a>   <a href="#">Proposal Search</a>   <a href="#">Grants.gov Opportunity Search</a>					
<b>List of Proposal In Progress</b>					
Proposal Number	Status	Title	Lead Unit	PI	
00004185	In Progress	test			
00004108	In Progress	Training test			
00004106	Approval In Progress	Flavonoids effect on memory	150001	Haskell, Edward	
00004105	Approval In Progress	Cocoa, flavanols and longevity	150001	Haskell, Edward	
00004101	In Progress	Training Example 2: Coeus Lite demonstrates a simpler s ...	150001	Hanlon, Rosemary	
00004100	In Progress	Training Example 2: Coeus Lite demonstrates a simpler s ...	150001	Hanlon, Rosemary	
00004099	In Progress	Training Example 2: Coeus Lite demonstrates a simpler s ...	150001	Hanlon, Rosemary	
00004098	In Progress	Training Example 2: Coeus Lite demonstrates a simpler s ...	150001	Hanlon, Rosemary	
00004087	In Progress	Training Example 2: Coeus Lite demonstrates a simpler s ...	150001	Hanlon, Rosemary	
00004073	In Progress	Training Example 2: Coeus Lite demonstrates a simpler s ...	150001	Hanlon, Rosemary	
00004022	In Progress	Effects of caffeine on reflexes	150001	Haskell, Edward	

## CoeusLite 4.3

Coeus Home	My IRB Protocols	My Proposals	COI Disclosure	Inbox	Logout
<a href="#">All Proposals</a>   <a href="#">Proposals In Progress</a>   <a href="#">Create New Proposal</a>   <a href="#">Proposal Search</a>   <a href="#">Grants.gov Opportunity Search</a>					
<b>List of Proposals In Progress</b>					
Proposal Number	Status	Title	Lead Unit	PI	Budget
00004291	In Progress	Theobromine and its effect on Dopamine production			Budget
00004287	In Progress	Theobromine and its effect on Dopamine production			Budget
00004284	In Progress	Nov 24 Theobromine and its effect on Dopamine production	150001	Haskell, Edward	Budget
00004281	In Progress	Theobromine and its effect on Dopamine production Nov-17	150001	Haskell, Edward	Budget
00004279	In Progress	Theobromine and its effect on Dopamine production Nov-17	150001	Haskell, Edward	Budget
00004278	In Progress	Theobromine and its effect on Dopamine production - CT	150001	Haskell, Edward	Budget
00004277	In Progress	NSF Title Placeholder	150001	Haskell, Edward	Budget
00004276	In Progress	Caffeine and its effect on longevity	150001	Haskell, Edward	Budget
00004275	In Progress	Caffeine and its effect on longevity			Budget
00004261	In Progress	Dopamine and brain mass reduction			Budget

Concurrent access to proposals *In Progress* using the Proposal link or new **Budget** link

# CoeusLite 4.3 – General Info

## CoeusLite 4.2

General Proposal Information Budget: ✓ Narrative: ✓

\*Indicates Mandatory Fields

\*Proposal Type: New \*Activity Type: Organized Research

\*Start Date: 01/01/2009 \*End Date: 12/31/2011

Original Proposal Number: Search Award #: Search

\*Agency/Sponsor: 000340 Search NIH Prime Sponsor: Search

Proposal Deadline Date: 09/08/2008  Receipt  PostMarked

NSF Science Code: Biological - Life Sciences: F.02

Sponsor Proposal No: \_\_\_\_\_

\*Title: Theobromine and its effect on Dopamine production

Program Title: R01 System-to-System Program Announcement

Proposal in Response: Federal Solicitation Sub Contract:

Funding Opportunity Number: PA-SS-R01 CFDA Number: \_\_\_\_\_

Agency Program Code: \_\_\_\_\_ Agency Div Code: \_\_\_\_\_

Save

## CoeusLite 4.3

General Proposal Information Budget: ✗ Narrative: ✗

\*Indicates Mandatory Fields

\*Proposal Type: New \*Activity Type: Organized Research

\*Start Date: 01/01/2010 \*End Date: 12/31/2012

Original Proposal Number: Search Award #: Search

\*Agency/Sponsor: 000340 Search NIH Prime Sponsor: Search

Proposal Deadline Date: \_\_\_\_\_  Receipt  Postmarked

NSF Science Code: Biological - Life Sciences: F.02

Anticipated Award Type: -----Please Select-----

Sponsor Proposal No: \_\_\_\_\_

\*Title: Theobromine and its effect on Dopamine production

Program Title: R01 System-to-System Program Announcement

Proposal in Response: Federal Solicitation Sub Contract:

Funding Opportunity Number: PA-SS-R01 CFDA Number: \_\_\_\_\_

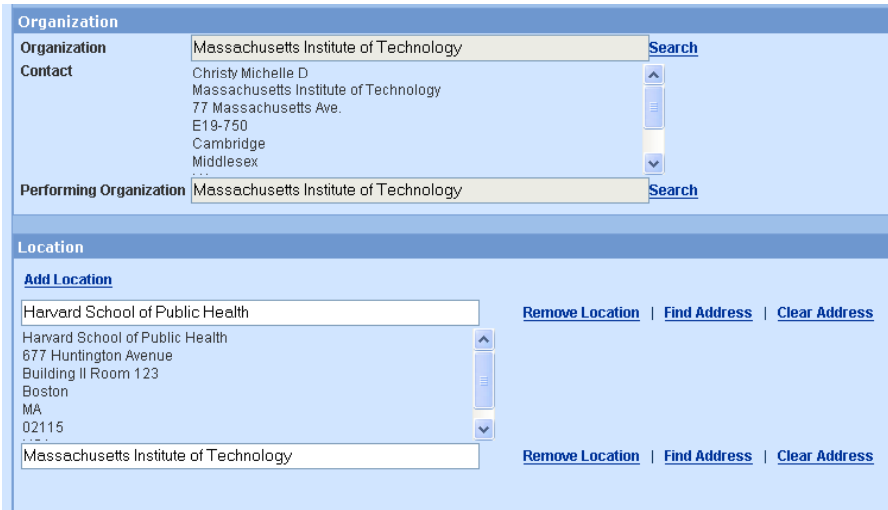
Agency Program Code: \_\_\_\_\_ Agency Div Code: \_\_\_\_\_

Save

**Anticipated Award Type** appears on the General Info screen but is not currently in use at MIT

# CoeusLite 4.3 – Organization

## CoeusLite 4.2

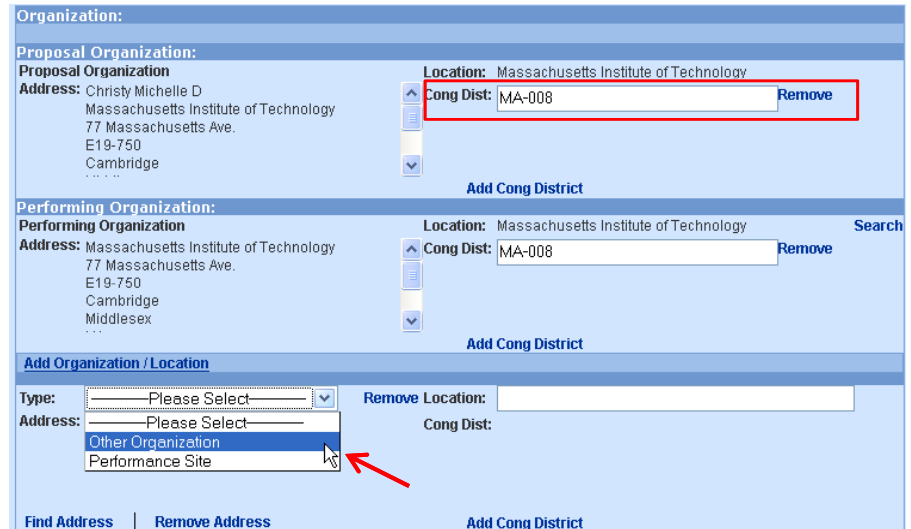


The screenshot shows the Organization form in CoeusLite 4.2. It features two main sections: Organization and Location. The Organization section includes fields for Organization (Massachusetts Institute of Technology), Contact (Christy Michelle D), and Performing Organization (Massachusetts Institute of Technology). The Location section includes an Add Location button and a list of locations with Remove Location, Find Address, and Clear Address buttons.

Organization	
Organization	Massachusetts Institute of Technology <a href="#">Search</a>
Contact	Christy Michelle D Massachusetts Institute of Technology 77 Massachusetts Ave. E19-750 Cambridge Middlesex
Performing Organization	Massachusetts Institute of Technology <a href="#">Search</a>

Location	
<a href="#">Add Location</a>	
Harvard School of Public Health	<a href="#">Remove Location</a>   <a href="#">Find Address</a>   <a href="#">Clear Address</a>
Harvard School of Public Health 677 Huntington Avenue Building II Room 123 Boston MA 02115	
Massachusetts Institute of Technology	<a href="#">Remove Location</a>   <a href="#">Find Address</a>   <a href="#">Clear Address</a>

## CoeusLite 4.3



The screenshot shows the Organization form in CoeusLite 4.3. It features three main sections: Proposal Organization, Performing Organization, and Add Organization / Location. The Proposal Organization section includes fields for Location (Massachusetts Institute of Technology), Address (Christy Michelle D), and Cong Dist (MA-008). The Performing Organization section includes fields for Location (Massachusetts Institute of Technology), Address (Massachusetts Institute of Technology), and Cong Dist (MA-008). The Add Organization / Location section includes a Type dropdown (Please Select), an Address dropdown (Please Select), and a Cong Dist field. A red arrow points to the 'Other Organization' option in the Address dropdown.

Organization:	
<b>Proposal Organization:</b>	<b>Location:</b> Massachusetts Institute of Technology
<b>Address:</b> Christy Michelle D Massachusetts Institute of Technology 77 Massachusetts Ave. E19-750 Cambridge .....	<b>Cong Dist:</b> MA-008 <a href="#">Remove</a>
	<a href="#">Add Cong District</a>
<b>Performing Organization:</b>	<b>Location:</b> Massachusetts Institute of Technology <a href="#">Search</a>
<b>Address:</b> Massachusetts Institute of Technology 77 Massachusetts Ave. E19-750 Cambridge Middlesex .....	<b>Cong Dist:</b> MA-008 <a href="#">Remove</a>
	<a href="#">Add Cong District</a>
<b>Add Organization / Location</b>	
<b>Type:</b> Please Select	<b>Remove Location:</b>
<b>Address:</b> Please Select	<b>Cong Dist:</b>
Other Organization	
Performance Site	

[Find Address](#) | [Remove Address](#) | [Add Cong District](#)

New layout includes:

- **Congressional District**
- **Add Organization/Location:** select **Other Organization** (search Organization Table) or **Performance Site** (search Rolodex Table)

# CoeusLite – Investigator/Key Persons

## CoeusLite 4.2

Employee Search | Non Employee Search

Name: Rutherford, Violet      Email: rutherford@hsph.harvard.edu  
 Commons User Name:      Fax: 617-5552345  
 Unit: 150001      Search: Center for Coeus Training  
 Proposal Role: Co-Investigator      Key Person Role: Principal Investigator

Save

List of Investigators/Key Study Personnel				
Name	Department	Lead Unit	Role	% Effort
Haskell, Edward	Center for Coeus Training	<input checked="" type="checkbox"/>	Principal Investigator	0.0

## CoeusLite 4.3

Employee Search | Non Employee Search

Name: Rutherford, Violet      Email: rutherford@hsph.harvard.edu  
 Commons User Name:      Fax: 617-555-2345  
 Unit: 150001      Search: Center for Coeus Training  
 Proposal Role: Co-Investigator      Multi PI   
 % Academic Year Effort: 0.0      % Summer Year Effort: 0.0

Save

List of Investigators/Key Study Personnel						
Name	Department	LU	MPI	Role	T	% Effort
Haskell, Edward	Center for Coeus Training	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Principal Investigator	0.0	0.0

New **Multi PI** checkbox: When submitting a Multiple PI proposal, check the **Multi PI** checkbox for all Investigators and check the PI checkbox to identify the Contact PI.

**NOTE for NIH proposals:** you will now select “Co-Investigator” as the **Proposal Role** for a Co-Investigator. Previously, Co-Investigators were assigned the role of Key Study person.

# CoeusLite – Others

## CoeusLite 4.2

Custom Data

\* Indicates Mandatory Fields

No Data Found For Other

## CoeusLite 4.3

Others

\* Indicates Mandatory Fields

NSPIRES USER NAME

Save

**NSPIRES User Name** (NASA Solicitation and Proposal Integrated Review and Evaluation System) is used to record the user name of the AOR (Authorized Organizational Representative).

# CoeusLite – Yes No Questions

## CoeusLite 4.2

YNQ:  
♦ Please answer the question This is an NSF Small Grant for Exploratory Research

**Proposal Questions**

Question Id	Question	
11	Is there space change on this proposal <input type="radio"/> Yes <input checked="" type="radio"/> No	<a href="#">More</a>
12	NSF Beginning Investigator <input type="radio"/> Yes <input checked="" type="radio"/> No	<a href="#">More</a>
13	NIH Beginning Investigator <input type="radio"/> Yes <input checked="" type="radio"/> No	<a href="#">More</a>
14	This is an NSF Small Grant for Exploratory Research <input type="radio"/> Yes <input type="radio"/> No	<a href="#">More</a>

## CoeusLite 4.3

YNQ:  
**Proposal Questions**

Question Id	Question	
11	Is there space change on this proposal <input type="radio"/> Yes <input checked="" type="radio"/> No	<a href="#">More</a>
12	NSF Beginning Investigator <input type="radio"/> Yes <input checked="" type="radio"/> No	<a href="#">More</a>
13	NIH Beginning Investigator <input type="radio"/> Yes <input checked="" type="radio"/> No	<a href="#">More</a>
14	This is an NSF Small Grant for Exploratory Research <input type="radio"/> Yes <input type="radio"/> No	<a href="#">More</a>

**YNQ (Yes No Questions)** includes new questions.

Allows saving responses prior to completion of entire set of questions.

# CoeusLite – Sync Budget Persons

## CoeusLite 4.2

Sync Budget Persons

Please select Appointment Type and Jobcode for following persons

Name	Appointment Type	Job Code
Rutherford, Violet	REG EMPLOYEE	

Save

## CoeusLite 4.3

Sync Budget Persons

Please select Appointment Type and Jobcode for following persons

Name	Appointment Type	Job Code
Rutherford, Violet,	REG EMPLOYEE	JOBCDE

Save

**Sync Budget Persons** includes a default Job Code for non-MIT persons.

# CoeusLite – Budget Personnel

## CoeusLite 4.2

Budget Personnel

Name	Job Code	Appointment Type	Eff Date	Base Salary	Remove
Cleaver, Theodore	CC015	12M DURATION	01/01/2009	\$0.00	<a href="#">Remove</a>
Haskell, Edward	BB004	9M DURATION	01/01/2009	\$0.00	<a href="#">Remove</a>
Rutherford, Violet	9	REG EMPLOYEE	01/01/2009	\$0.00	<a href="#">Remove</a>

[Add Employee](#) | [Add Non Employee](#)

## CoeusLite 4.3

Budget Personnel

Name	Job Code	Appointment Type	Eff Date	Base Salary	Remove
Cleaver, Theodore	CC015	12M DURATION	01/01/2010	\$0.00	<a href="#">Remove</a>
Haskell, Edward	BB004	9M DURATION	01/01/2010	\$0.00	<a href="#">Remove</a>
Rutherford, Violet	JOBCE	REG EMPLOYEE	01/01/2010	\$0.00	<a href="#">Remove</a>

[Add Employee](#) | [Add Non Employee](#) | [Add TBA](#)

New **Add TBA** for access to list of MIT TBA positions rather than using Employee Search.

# Budget CoeusLite – Budget Summary

## CoeusLite 4.2

Budget Summary : Version 3

Budget Status:  Final:  Modular Budget:

Residual Funds:  Total Cost Limit:

OverHead Rate Type:  Underrecovery Rate Type:

Comments:

Budget Totals

Direct Cost : \$0.00	Indirect Cost : \$0.00	Total Cost : \$0.00
Under Recovery : \$0.00	Cost Share : \$0.00	Period : 01/01/2009 - 12/31/2011

## CoeusLite 4.3

Budget Summary : Version 1

Budget Status:  Final:  Modular Budget:

On/Off Campus:  Total Cost Limit:

Residual Funds:  Total Direct Cost Limit:

OverHead Rate Type:  Underrecovery Rate Type:

Comments:

Budget Totals

Direct Cost : \$156,263.71	Indirect Cost : \$106,259.32	Total Cost : \$262,523.03
Under Recovery : \$0.00	Cost Share : \$35,604.58	Period : 01/01/2010 - 12/31/2012

New Budget Summary options:

- **On/Off Campus:** globally change all budget costs to *on campus*, *off campus*, or *default*.
- **Total Direct Cost Limit:** Informational only.

# CoeusLite – Budget Menu

## CoeusLite 4.2

Return To Proposal
✓ Budget Versions
✓ Budget Summary
Print
<b>Budget Set Up</b>
✓ Personnel >>
Adjust Periods
✓ Proposal Rates
<b>Budget Periods</b>
Personnel Budget
Equipment
Travel
Participant/Trainee
Other Direct Costs
Modular Budget
Project Income
Generate All Periods

## CoeusLite 4.3

Return To Proposal
✓ Budget Versions
✓ Budget Summary
Print
<b>Budget Set Up</b>
✓ Personnel >>
Adjust Periods
✓ Proposal Rates
<b>Budget Periods</b>
Personnel Budget
Equipment
Travel
Participant/Trainee
Other Direct Costs
<b>Modular Budget</b>
Cost Sharing Distribution
Under Recovery Distribution
Project Income
Generate All Periods

New **Cost Sharing Distribution** and **Under Recovery Distribution** options in the Budget Navigation pane.

# CoeusLite – Upload Attachments

## CoeusLite 4.2

Upload Proposal Attachments | Upload Personnel Attachments | **Upload Institutional Attachments**

Add Documents

Attachment Type:

Description: MIT Cost-Sharing Distribution  
MIT F&A Under-recovery Distribution

File Name:  Browse...

Save

## CoeusLite 4.3

Upload Proposal Attachments | Upload Personnel Attachments | **Upload Institutional Attachments**

Add Documents

Attachment Type:

Description: MIT Cost-Sharing Distribution  
MIT F&A Under-recovery Distribution  
**Other Institutional Attachment**  
Institutional Narrative 1 - Change this description as Needed

File Name:  Browse...

Save

New **Institutional Attachment** Types

# Coeus Premium 4.3

Java Based, full featured tool

Required for:

- Submission of detailed Subaward file
- Proposals in a hierarchy

# Coeus Premium – Proposal Development

## Coeus Premium 4.2

Proposal Num...	Type	Status	Title	Lead Unit	Lead Unit Name	PI	Effective Date	Sponsor Code	...
00003878	New	In Progress	Theobromine and i...	150001	Center for Coeus ...	Haskell, Edward	04-Aug-2008	000340	NIH
00003886	New	In Progress	Caffeine research	150001	Center for Coeus ...	Haskell, Edward		000500	NS
00003894	New	In Progress	Positive effects of	150001	Center for Coeus ...	Haskell, Edward	10-Nov-2008	000500	NIH

## Coeus Premium 4.3

Proposal No.	Status	Title	Start Date	End Date	Proposal Type	Activity Type	Anticipated Award Type	Sponsor
00004281	In Progress	Theobromine and its effect on Dopamine production Nov-17	01-Jan-2010	31-Dec-2012	New	Organized Research	Organized Research	000340
00004276	In Progress	Caffeine and its effect on longevity	01-Jan-2010	31-Dec-2012	New			

You may now open more than one proposal in **Edit** mode

# Coeus Premium – Proposal Tab

## Coeus Premium 4.2

Proposal Organization Mailing Info Investigator Key Person Special Review Science Code Other

Proposal No: 00004122 Status: In Progress Proposal Hierarchy: ✗ Narrative: ✗ Budget: ✓

Lead Unit: 150001:Center for Coeus Training

Title: Chocolate flavanoids

Start Date: 01-Jan-2010 End Date: 31-Dec-2012

Proposal Type: New Award No: [Search]

Activity Type: Organized Research NSF Code: F.02: Biological - Life Sciences: ...

Sponsor: 000340 [Search] NIH

Prime Sponsor: [Search]

Sponsor Proposal No: Original Proposal: [Search]

Program Title:

Notice Of Opportunity: Federal Solicitation Subcontract

Funding Opportunity Number: pa-ss-v01 CFDA Number: .

Agency Program Code: Agency Div Code: .

## Coeus Premium 4.3

Proposal Organization Mailing Info Investigator Key Person Special Review Science Code Other

Proposal No: 00004278 Status: In Progress Proposal Hierarchy: ✗ Narrative: ✗ Budget: ✗

Lead Unit: 150001:Center for Coeus Training

Title: Theobromine and its effect on Dopamine production - CT

Start Date: 01-Jan-2010 End Date: 31-Dec-2012

Proposal Type: New Award No: [Search]

Activity Type: Organized Research

**Anticipated Award Type:** [Dropdown]


Sponsor: 000340 [Search] NIH

Prime Sponsor: [Search]

Sponsor Proposal No: Original Proposal: [Search]

Program Title: R01 System-to-System Program Announcement

Notice Of Opportunity: Federal Solicitation Subcontract

Funding Opportunity Number: PA-SS-R01  CFDA Number: .

Agency Program Code: Agency Div Code: .

**Anticipated Award Type** appears on the Proposal tab but is not currently in use at MIT

# Coeus Premium – Organization

## Coeus Premium 4.2

Proposal Organization Mailing Info Investigator Key Person Special Review Science Code Other

**Organization:** Massachusetts Institute of Technology

**Contact:** Christy , Michelle D  
Massachusetts Institute of Technology  
77 Massachusetts Ave.  
E19-750  
Cambridge  
Massachusetts 02139, United States

**Congressional District:** MA-008

**Performing Organization:** Massachusetts Institute of Technology

**Location**

Massachusetts Institute of Technology
Harvard School of Public Health

**Address**

Harvard School of Public Health 677 Huntington Avenue Building II Room 123 Boston MA - 02115 USA
---

Add Loc  
Delete Loc  
Find Addr  
Clear Addr

## Coeus Premium 4.3

Proposal Organization Mailing Info Investigator Key Person Special Review Science Code Other

**Organization/Location**

Type	Location
Proposal Organization	Massachusetts Institute of Technology
Performing Organization	Massachusetts Institute of Technology
Other Organization	Harvard School of Public Health

Add  
Delete  
Find

**Address/Contact**

Harvard University  
Harvard School of Public Health  
667 Huntington Ave, Bldg1  
Boston  
Massachusetts 02115, United States

Find Address  
Delete Address

**Congressional District**

Name
MA-008

Add District  
Delete District

New layout includes:

- **Congressional District**
- **Add Organization/Location:** Select from **Other Organization** (search Organization Table) or **Performance Site** (search Rolodex Table)

# Coeus Premium – Investigator

## Coeus Premium 4.2

Person Name	% Effort	PI	Faculty
Haskell, Edward	.00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Rutherford, Dr. Violet	.00	<input type="checkbox"/>	<input type="checkbox"/>

L...	Number	Name
<input type="checkbox"/>	150001	Center for Coeus Training

## Coeus Premium 4.3

Person Name	PI	Multi PI	Faculty
Haskell, Edward	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Rutherford, Violet	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>




Lead Unit	Unit Number	Unit Name
<input type="checkbox"/>	150001	Center for Coeus Training

New **Multi PI** checkbox: When submitting a Multiple PI proposal, check the **Multi PI** checkbox for all Principal Investigators and check the PI checkbox to identify the Contact PI.





**NOTE for NIH proposals:** you will now select “Co-Investigator” as the **Proposal Role** for a Co-Investigator. Previously, Co-Investigators were assigned the role of Key Study person.

# Coeus Premium – Others

## Coeus Premium 4.2

Proposal	Organization	Mailing Info	Investigator	Key Person	Special Review	Science Code	Other
Humanities Project Field: <input type="text"/> 							
MIT Major Initiatives: <input type="text"/> 							
NEH Project Dir Field of St... <input type="text"/> 							

## Coeus Premium 4.3

Proposal	Organization	Mailing Info	Investigator	Key Person	Special Review	Science Code	Other
Humanities Project Field: <input type="text"/> 							
MIT Major Initiatives: <input type="text"/> 							
NEH Project Dir Field of St... <input type="text"/> 							
NSPIRES USER NAME: <input type="text"/> 							

**NSPIRES User Name** (NASA Solicitation and Proposal Integrated Review and Evaluation System) is used to record the user name of the AOR (Authorized Organizational Representative).

# Coeus Premium – Narrative

## Coeus Premium 4.2

The screenshot shows the 'Edit Module Details' form in Coeus Premium 4.2. The form includes the following fields and controls:

- Proposal No.: 00004022
- Sequence No.: 1
- Module No.: 1
- Status: Incomplete (dropdown menu)
- Narrative Type: PHS\_ResPlan\_ResearchDesignMethods (dropdown menu)
- Module Title: Research\_Design\_Methods (text area)
- Contact Name: (text input)
- Phone Number: (text input)
- Email Address: (text input)
- Buttons: OK, Cancel

## Coeus Premium 4.3

The screenshot shows the 'Edit Module' form in Coeus Premium 4.3. The form includes the following fields and controls:

- Proposal No.: 00004291
- Sequence No.: 1
- Module No.: 1
- Status: Complete (dropdown menu)
- Narrative Type: PHS\_ResPlan\_ResearchDesignMethods (dropdown menu)
- Module Title: Reserach\_Design\_Methods (text area)
- File Name: PHS\_Design\_Methods.pdf
- Contact Name: (text input)
- Phone Number: (text input)
- Email Address: (text input)
- Comments: (text area)
- Buttons: Upload, View (circled in red), OK, Cancel
- User: TRAINOR (Trainor, Carole)
- Rights: Read (radio), Modify (radio, selected), None (radio)

Single icon to upload attachments. New **Upload** and **View** buttons streamlines the process of attaching the narrative file, viewing it, and marking the narrative module as **Complete**.

# Coeus Premium – Proposal Personnel

## Coeus Premium 4.2

Proposal Personnel

Proposal Number: 00004022  
Sponsor: 000340 : NIH

Full Name	Title
Haskell, Edward	Professor
Rutherford, Violet	Sub-Contract Investigator
Cleaver, Theodore	PostDoctoral Associate

Description	Document Type
Haskell_Biosketch	Biosketch

## Coeus Premium 4.3

Proposal Personnel

Proposal Number: 00004291 Sponsor: 000340 : NIH

Full Name	Title
Haskell, Edward	Professor
Rutherford, Violet,	Professor, Nutritional Biochemistry
Cleaver, Theodore	PostDoctoral Associate

Description	Document Type
Haskell_Biosketch	Biosketch

Last Updated by : Trainor, Carole at 23-Jan-2009 03:15:39 PM  
Last Document Uploaded by : Trainor, Carole at 23-Jan-2009 03:15:39 PM  
File Name: Haskell\_BIOSKETCH.pdf

A single icon to upload attachments and a detailed timestamp at the bottom of the screen.

# Coeus Premium – Degree Details

## Coeus Premium 4.2

Person Degree Detail

Degree Type: Doctor of Science    Graduation Date:

OK    Cancel

Degree:

Field Of Study:

Specialization:

**School**

Name:

Id Code: DUNS    ID:

## Coeus Premium 4.3

Person Degree Detail

Degree Type: Doctor of Public Administration    Year Graduated:

OK    Cancel

Degree:

Field Of Study:

Specialization:

**School**

Name:

Id Code: DUNS    ID:

Add a new Degree Detail, you may enter the **Year Graduated**, instead of Graduation Date.

# Coeus Premium – Yes No Questions

## Coeus Premium 4.2

Proposal Number: 00004022  
Sponsor: 000340 : NIH

C...	Question	Answer
11	Is there space change on this proposal	<input type="radio"/> Yes <input checked="" type="radio"/> No
12	NSF Beginning Investigator	<input type="radio"/> Yes <input checked="" type="radio"/> No
13	NIH Beginning Investigator	<input type="radio"/> Yes <input checked="" type="radio"/> No
14	This is an NSF Small Grant for Exploratory Research	<input type="radio"/> Yes <input checked="" type="radio"/> No

Explanation:

Review Date:

**Coeus**

Please answer the question This is an NSF Small Grant for Exploratory Research

## Coeus Premium 4.3

Proposal Number: 00004291  
Sponsor: 000340 : NIH

C...	Question	Answer
11	Is there space change on this proposal	<input type="radio"/> Yes <input checked="" type="radio"/> No
12	NSF Beginning Investigator	<input type="radio"/> Yes <input checked="" type="radio"/> No
13	NIH Beginning Investigator	<input type="radio"/> Yes <input checked="" type="radio"/> No
14	This is an NSF Small Grant for Exploratory Research	<input type="radio"/> Yes <input type="radio"/> No

Explanation:

Review Date:

**YNQ (Yes No Questions)** includes new questions.

Allows saving responses prior to completion of entire set of questions.

# Coeus Premium – Budget Summary

## Coeus Premium 4.2

Summary | Period 1 | Total

Version: 4	Final: <input type="checkbox"/>	Start Date: 01-Jan-2009	End Date: 31-Dec-2011
Residual Fun...: \$0.00	Total Cost Limit: \$0.00	OH Rate Type: MTDC	
Total Cost: \$0.00	Direct Cost: \$0.00	Indirect Cost: \$0.00	
Underrecovery: \$0.00	Cost Sharing: \$0.00	Budget Status: Incomplete	
Comments:		UR Rate Type: MTDC	
		Modular Budget: <input type="checkbox"/>	
		Proposal Hierarchy: ✖	

## Coeus Premium 4.3

Summary | Period 1 | Total

Version: 2	Final: <input type="checkbox"/>	Start Date: 01-Jan-2010	End Date: 31-Dec-2012
Residual Funds: \$0.00	Total Cost Limit: \$0.00	OH Rate Type: MTDC	
Total Cost: \$0.00	<b>Total Direct Cost Limit: \$0.00</b>	Direct Cost: \$0.00	
Indirect Cost: \$0.00	Underrecovery: \$0.00	Cost Sharing: \$0.00	
Comments:		Budget Status: Incomplete	
		UR Rate Type: MTDC	
		On/Off Campus: Default	
		Modular Budget: <input type="checkbox"/>	
		Proposal Hierarchy: ✖	

New Budget Summary options:

- **On/Off Campus:** globally change all budget costs to *on campus*, *off campus*, or *default*.
- **Total Direct Cost Limit:** Functions similar to Total Cost limit, except it looks at Direct Costs.

# Coeus Premium – Sync Budget Persons

## Coeus Premium 4.2

Select Appointment Type and Jobcode for following persons

Name	Appointment Type	Job Code
Rutherford, Violet	REG EMPLOYEE	


OK  
Close

## Coeus Premium 4.3

Select Appointment Type and Jobcode for following persons

Name	Appointment Type	Job Code
Rutherford, Violet,	REG EMPLOYEE	JOBCE

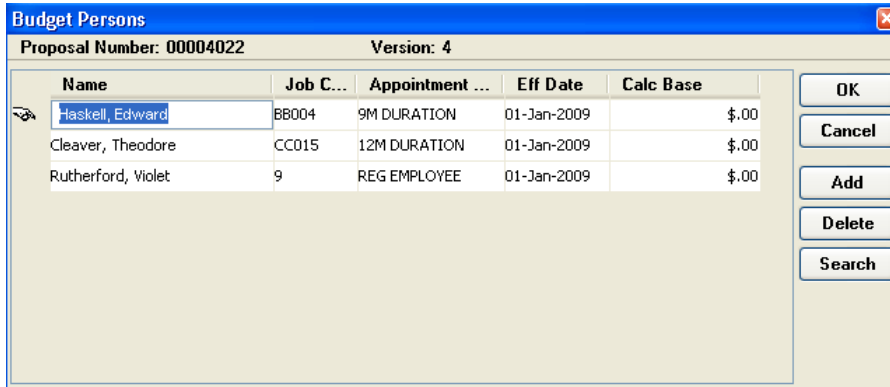
OK  
Close



**Sync Budget Persons** contains a default **Job Code** for non-MIT persons.

# Coeus Premium – Budget Persons

## Coeus Premium 4.2

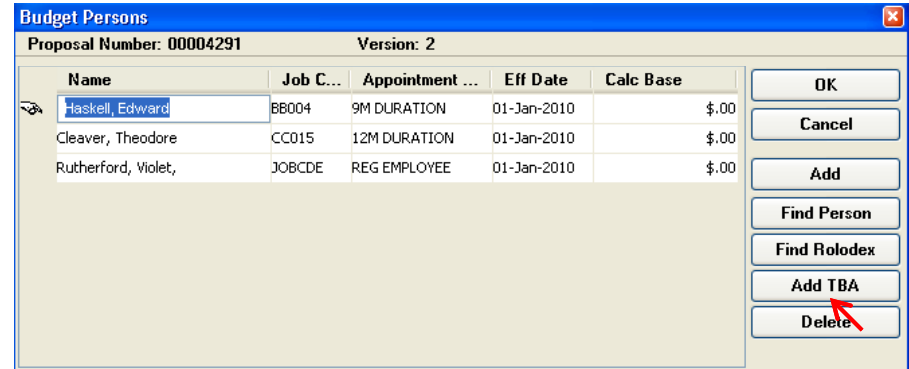


Budget Persons  
Proposal Number: 00004022      Version: 4

Name	Job C...	Appointment ...	Eff Date	Calc Base
Haskell, Edward	BB004	9M DURATION	01-Jan-2009	\$ .00
Cleaver, Theodore	CC015	12M DURATION	01-Jan-2009	\$ .00
Rutherford, Violet	9	REG EMPLOYEE	01-Jan-2009	\$ .00

Buttons: OK, Cancel, Add, Delete, Search

## Coeus Premium 4.3



Budget Persons  
Proposal Number: 00004291      Version: 2

Name	Job C...	Appointment ...	Eff Date	Calc Base
Haskell, Edward	BB004	9M DURATION	01-Jan-2010	\$ .00
Cleaver, Theodore	CC015	12M DURATION	01-Jan-2010	\$ .00
Rutherford, Violet,	JOB CDE	REG EMPLOYEE	01-Jan-2010	\$ .00

Buttons: OK, Cancel, Add, Find Person, Find Rolodex, Add TBA, Delete

New **Add TBA** for access to list of MIT TBA positions rather than using Find Person search.  
New **Find Person** and **Find Rolodex** buttons.

# Coeus Premium – Budget Period

## Coeus Premium 4.2

Summary		Period 1	Total
Start Date:	01-Jan-2009	End Date:	31-Dec-2009
Total Cost:	\$8,000.00	Direct Cost:	\$8,000.00
Underrecovery:	\$0.00	Cost Sharing:	\$0.00
Cost Limit:	\$0.00	Indirect Cost:	\$0.00

Line	CE	Cost Element Description	Description	Qty	Cost	Start
1	420226	Materials and Services			\$8,000.00	01-Jan-2

## Coeus Premium 4.3

Summary		Period 1	Total
Start Date:	01-Jan-2010	End Date:	31-Dec-2010
Total Cost:	\$8,000.00	Direct Cost:	\$8,000.00
Underrecovery:	\$0.00	Cost Sharing:	\$0.00
Cost Limit:	\$0.00	Indirect Cost:	\$0.00
		Direct Cost Limit:	\$0.00

Line	CE	Cost Element Description	Description	Qty	Cost	Start
1	420226	Materials and Services		0.00	\$8,000.00	01-Jan-2

**Total Direct Cost Limit** for each Budget Period. Allows syncing to Total Direct Cost.

# Coeus Premium – Budget Subaward

## Coeus Premium 4.2

The screenshot shows the 'Sub Award Budget' window for Proposal Number 00004022, Version Number 4. The interface includes a table with columns for 'Nu...', 'Organization Name', 'XFD', and 'XML'. To the right of the table are buttons for 'OK', 'Cancel', 'Add', 'Delete', 'Upload XFD', 'Translate', 'View XFD', and 'View XML'. Below the table is a 'Comments:' text area and a 'Details' checkbox which is checked. At the bottom, there is an 'Attachments:' section with a text area, and a status section with labels for 'XFD File', 'XFD Last Updated', 'XML Last Updated', 'Sub Award Last Updated', and 'Status'.

## Coeus Premium 4.3

The screenshot shows the 'Sub Award Budget' window for Proposal Number 00004291, Version Number 2. The interface is similar to version 4.2 but includes an additional 'Upload' button in the right-hand button column, highlighted with a red arrow. The 'Details' checkbox is also checked. The 'Attachments:' section and status section are present at the bottom.

**Upload** button allows you to select either a **PureEdge (.xfd)** or **Adobe (.pdf)** Subaward file to upload and translate. You can download a blank Adobe form at [coeus.mit.edu](http://coeus.mit.edu)

# Additional Resources

- **Adobe Subaward Form:** [coeus.mit.edu](http://coeus.mit.edu) click on Coeus-specific PureEdge SubAward Budget Forms
- **CoeusLite Proposal Development Guide:** [coeus.mit.edu](http://coeus.mit.edu) click on Documentation
- **Coeus Premium Proposal Development Guide:** [coeus.mit.edu](http://coeus.mit.edu) click on Documentation

# Questions?

- OSP Staff: Contact [coeus-help@mit.edu](mailto:coeus-help@mit.edu)
- User community: Contact your OSP rep.



Thank You