For adding/updating "Domain Expertise" information

Step1: Signing-In into ERP:

The Link to sign-in into is:

UrL: https://onecsir.res.in/ERPLogin/Welcome.aspx

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Enter login ID and password and enter the pattern and click Login

Step 2: Welcome page will be displayed, click Proceed to Home Page>>



<u>Step 3:</u> Home page with default role (Scientific Function) will open. Select **Employee** from drop down menu in **My Roles**

	CENTRAL ELECT	ROCHEMICAL RE	SEARCH INSTITU	ITE		FAQ No	eed Help Chan	ge Password Log Out
TRANSFORMATION OUR ENTERPRISE	Home	Proposal	Project	HR	Purchase	Business Development	Reports	Dashboard
				My Roles	You h Scientific Funct	ave logged in as : Scientific Fu	inction[CECRI].	Welcome : Sindhuja R My Work Page
My Projects SI Project Type No	Project	-	R	Chem	ical	My Name Design Divisio	Profile Sindhu, ation Senior n/Section: COMPU	ja R Scientist ITER & NETWORKING

Select Employee in My Roles

<u>Step 4</u>: Click Update Domain Expertise menu button.

TRANSFORMING OUR ENTERPRIS	Central Electro	Chemical Resear	rch Institute		Change Password 🔞 Help	Welcome Sindhuja R 09/02/2021	
Employee Self Service	s Service Book	HR Processes	Setup Reports	Admin Action	Update Domain Expertise		Click Here
🖻 My Project			My Rol	les: Employee	Hom	e 🕜 My Work Page a :Dr. Sindhuja R	

<u>Step 5</u>: Select one of the Core Subject Area from the drop down menu.

NSFORMING OUR ENTER	Central ElectroChemical Resear	ch Institute	Welcome Sindhuja F 08/02/202
Employee Self Ser	vices Service Book HR Processes	Setup Reports Admin Act	ion Update Domain Expertise
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	Scientific &	Fechnical Expertise	
	tion		
Prove informa	. Dr. Gindhuin D		4000
Name Designation	· Senior Scientist	Division	· COMPUTER & NETWORKING UNIT
Date of Joining	· :	Date of Superannuation	
Email ID	; rsindhuja@cecri.res.in	Mobile No	:
Current Place of Posting	: Central ElectroChemical Research Institu	te	
*Core Subject Area:	Chemical Sciences & Engineering	~	Select one of the core subject a
	Select		·····,····,
*Technology Segm	e Biosciences & Engineering	-	
	o Chemical Sciences & Engineering		
I Techn			
Techn	Physical Sciences & Engineering		
Techn Agricul	tu Physical Sciences & Engineering Mathematical and Computational Sciences		

<u>Step 6</u>: Tick as many applicable Technology Segment as applicable.

- *1	echnolog	y Segment
		Technology Segment
		Agriculture and Post Harvest Processing
		Biotechnology
		Defense & Strategic
	\checkmark	Energy
	\checkmark	Information Technology (Software, Hardware & Systems)
		Leather
		Nanotechnology
		Rural & Social Technology
		Space
		Biomedical Instrumentation
		Communication Technology & Services
		Disaster Mitigation and Management
		Health Care
	\checkmark	Information Technology Enabled Services
		Mining
		Ocean Engineering
		Smart & Functional Materials
		Others

<u>Step 7</u>: Tick as many applicable Technology Application Focus as applicable.

Fechnolo	gy Application Focus
	Technology Application Focus
	Afforestation
	Agri-inputs-Fertilizers, Pesticides, Agrochemicals
	Building Materials
	Chemicals and Chemical Intermediates
	Coal
	Electronics
	Fertilizers
	Food Processing
	Horticulture
	Industrial Catalysts
	Inorganic and Hybrid Materials
	Magnetics
	Medicinal and Aromatic Plants and Products
	Minerals and Metals
	Natural Polymers
	Oil Refining
	Photonics
	Polymers
	Silviculture
	Traditional Health and Knowledge based Systems
	Other Industries
	Agriculture
	Agro-products
	Bulk Drugs and Formulations
	Chromophoric Materials, Dyes, Pigments, Colorants
	Defense, Aerospace, Atomic Energy(Strategic)

<u>Step 8:</u> Enter the <u>keywords for skill/expertise</u> in the text box. Use *comma* to separate each skill set/expertise. No special characters expect comma is allowed.

*Expertise (use ',' as seperator):	TEST, TESTING, SOFTWARE
	Add

Step 9: After adding all the relevant details click the button "Add".

Upon successful saving of the data for the first time, "Record Saved Successfully" message will be displayed

Message	
Record Saved Successfully.	
	ок

Updating information:

In case of changing any information or updating, make necessary changes using the same steps as above and click "**update**"

*Expertise (use ',' as seperator):	ENERGY, BATTERY	BATTERIES, TESTING	LITHIUM	ION	BATTERIES,	SIMULATION,	
							.::
					Up	date	

Upon successful updating of the data, "Record Updated Successfully" message will be displayed

Message	
Record Updated Successfully.	
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