



HPC4 New Account Instructions

Welcome to HPC4's new application and review system. The system can be accessed at proposalshpc4.inl.gov.

Click on the "Create New Account" link to create your user account.

Home

Log In

User Name:

Password:

Remember me next time.

[Create New Account](#) ←

[Forgot Password?](#)

[Forgot UserName?](#)

Create an account profile and password. Password requirements are listed below.

Home

Sign Up for Your New Account

Password requirements:

1. Minimum length 8 characters
2. Must contain at least two (2) numbers
3. Must contain at least one lowercase character
4. Must contain at least one uppercase character
5. Must contain at least one special character (!@#\$\$%^&*()_-=+{ } ; : > | , / ?)

User Name:

Password:

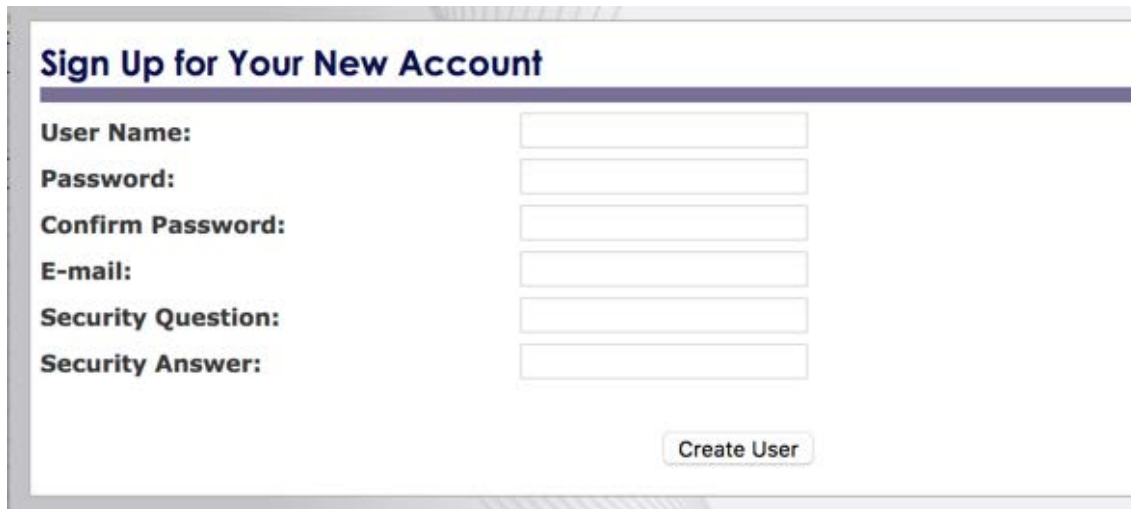
Confirm Password:

E-mail:

Security Question:

Security Answer:

Click "Create User"



Sign Up for Your New Account

User Name:

Password:

Confirm Password:

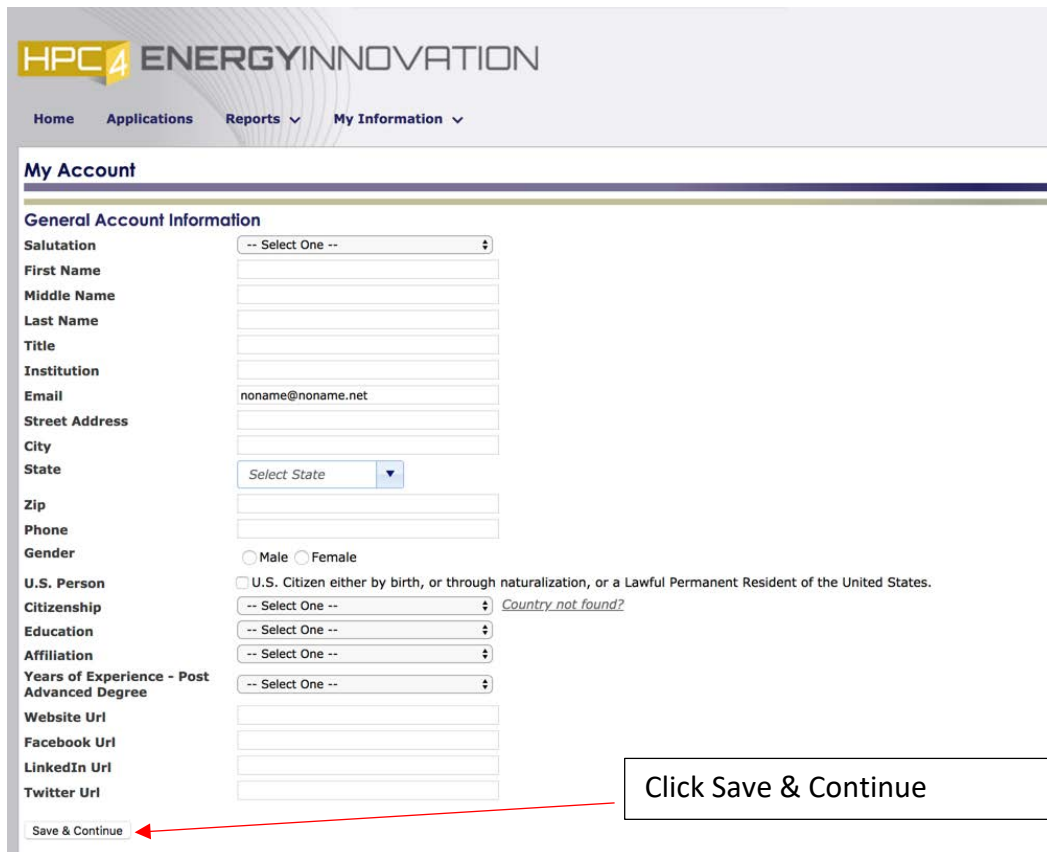
E-mail:

Security Question:

Security Answer:

Once an account is created, please fill out the "General Account Information" section. Complete the form with as much information as possible, including contact information in case the HPC4 office needs to get a hold of you. At a minimum, Salutation, First Name, Last Name, and Institution must be filled out. Lab personnel is encouraged to complete both the Your Keywords an Areas of Expertise and upload a resume.

Click "Save and Continue" to save information on this form.



HPC4 ENERGY INNOVATION

Home Applications Reports My Information

My Account

General Account Information

Salutation: -- Select One --

First Name:

Middle Name:

Last Name:

Title:

Institution:

Email: noname@noname.net

Street Address:

City:

State: Select State

Zip:

Phone:

Gender: Male Female

U.S. Person: U.S. Citizen either by birth, or through naturalization, or a Lawful Permanent Resident of the United States.

Citizenship: -- Select One -- Country not found?

Education: -- Select One --

Affiliation: -- Select One --

Years of Experience - Post Advanced Degree: -- Select One --

Website Url:

Facebook Uri:

LinkedIn Uri:

Twitter Uri:

Click Save & Continue

When finished, click “Applications” to create your application. Open calls will be listed in “Current Open Calls”. Select “Create New Application” to open an application form.

HPC4 ENERGY INNOVATION

Home **Applications** Reviews Reports My Information Admin Feedback

Current Open Calls

| Call Name | End Date | Fiscal Year |
|--|-----------------------|-------------|
| Create New Application Fall 2019 Concept Paper | 12/11/2019 1:00:00 AM | 2019 |

Your Applications

| Tracking ID | Call Name | Title | Proposal Status |
|-----------------|-------------------------|-------|-----------------|
| CP-19.2.F-21573 | Fall 2019 Concept Paper | Test | Working |

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Click the “Applications” Tab

Click “Create New Application”

Any saved applications will be listed in the “Your Applications” area

Fill out the application form according to the instruction provided. Pay attention to the due date listed at the top of the form. Each application will be assigned a “Tracking ID”. Please use this number when referencing the application. **Make sure to go to the bottom of the form and click the “Save” button upon opening the form. Features like uploading documents or listing collaborators will not be available until the form is saved.** Once saved, you can fully interact with the form.

PI Info:

Submitter’s UserID: Test User
 PI Name on proposal:

HPC4EnergyInnovation Concept Paper

HPC4EnergyInnovation Concept Paper: The form may be saved, revisited, and edited until Wednesday, December 11, 2019 1:00 AM MT.

Call Fall 2019 Concept Paper

Tracking ID CP-19.2.F-21576 (status - Working)

Project Title

Brief Project Description

Please enter a brief (500 characters or less) description of the proposed project.

After completing and saving this form, the applicant may edit the saved version until Wednesday, December 11, 2019 1:00 AM MT. To submit the proposal for final review, the applicant **MUST** click on the “Save and Submit” below. **Forms in the system that are “Saved” but not “Submitted” are considered incomplete and will not be reviewed.**

For assistance please contact Michelle Herawi at 925-423-4964 or hpc4ei-submissions@llnl.gov.

Applications can be saved but will not be considered until they are submitted. To submit, click the “Save and Submit” button. The application can be withdrawn and resubmitted multiple times before the due date.

If you have questions, please contact Michelle Herawi at 925-423-4964 or hpc4ei-submissions@llnl.gov