

**From:** Kadri Mäger Kadri.Mager@etag.ee  
**Subject:** RE: Evaluation of post-doc proposal, Uuemaa  
**Date:** 27 Jul 2015 06:26  
**To:** João Martins jf.martins@fct.unl.pt

KM

Dear professor Martins,

Thank you very much for agreeing to evaluate the proposal, your opinion is important.

Please find the authorisation agreement template in the attachment, fill in the personal data table on page 3 and Conflict of Interest and Confidentiality Declaration (ticks needed), sign both documents, scan send the files to me at kadri.mager@etag.ee

You can find the guidelines for evaluating personal research funding applications (Guidelines for evaluating PRF applications) on the ETIS desktop after entering ETIS with your username and password.

Step 1. Please go to the address  
<https://www.etis.ee/login.aspx?lang=en>  
Click on Enter ETIS tab on the top right hand corner. Now you can insert your:

UN: Joao.Martins  
PW: 69Yergims

This gives you access to the system.

In the menu on the left, from My Account you can change the password.

Now My Desktop window will open for you. All the applications to be reviewed are stored there.  
NB! Some browsers block pop-up windows. As a lot of information in ETIS will show up in separate pop-up windows please check that your browser allows pop-up windows.

Step 2.  
Open the Application by clicking on it. On application form you'll find links to the files of CVs of researcher and his/her supervisor and scientific rationale (lower on the page).

Please fill in Review form (under tab). Guidelines available online as link on right upper corner on the page, explanations are also on the form.

When you have finished writing the review please tick the box "confirm" and the review will be stored in the system. NB! After confirmation the review will disappear from your desktop.  
In case you have any problems with the electronic system, please contact me. In case of any major problems we can always send the materials by e-mail.

We would greatly appreciate if you could complete the evaluation at your earliest convenience, but not later than August 31st 2015 (if you do need some more time, please let me know).

Kind regards,

Kadri Mäger

-----Original Message-----

From: João Martins [mailto:jf.martins@fct.unl.pt]  
Sent: Wednesday, July 22, 2015 11:38 PM  
To: Kadri Mäger  
Subject: Re: Evaluation of post-doc proposal, short

Dear Prof Kadri

Yes I can do that...  
Should I send it to you?

All the best  
João Martins

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