

Production 1.93

Restricted Sites	Production System Login	Demo Site Login	Unrestricted Sites
SNAP	   		CRISP
Status			NIH Home Page
Admin			OER Home Page
X-Train			CSR Home Page
Datastream Delivery			Edison
Application Viewer			NSF Fastlane

- About the Commons**
- ▶ Scope and Purpose
 - ▶ Frequently Asked Questions
 - ▶ ERA Contacts

What's NEW on the Commons

Minimum Password Length Increased - The minimum password length for ERA Commons accounts has been increased to six characters to match present industry standards. Existing accounts with passwords less than six characters will continue to work. However, users who create new accounts or modify passwords of existing accounts will have to abide by the new 6 character minimum.

Closed Registration - We are currently developing a new, more robust version of the NIH Commons to accommodate the broad grantee community. During this re-design and development we must limit the number of institutions in the current pilot to those who have already registered.

National Institutes of Health (NIH)
 Bethesda, Maryland 20892
 Contact Us: commons@od.nih.gov
[Privacy Statement](#)
[Y2K Readiness](#)

[Production System Login](#) [Demo Site Login](#) [SNAP](#) [Status](#) [Admin](#)
[X-Train](#) [Datastream Delivery](#) [App Viewer](#) [CRISP](#) [NIH](#) [OER](#) [CSR](#)
[Edison](#) [NSF Fastlane](#) [Scope & Purpose](#) [Frequently Asked Questions](#)
[ERA Contacts](#)



X-Train



ERA Commons *X-Train*

Training Activities System

[Log into the Production System](#) [Log into the Demo Site](#)

Upon receipt of a National Research Service Award training grant, Program Directors (PDs) of the grantee institutions recruit students to serve as trainees in biomedical research. The trainees are appointed to receive support on an NIH training grant. For each trainee appointed, personal information such as: address, education, NIH monetary support, and appointment period (start and end dates) must be provided to the NIH.

According to current NIH guidelines, trainees may receive up to five years of support under certain conditions. Should such a re-appointment take place, this information must also be provided to the NIH.

When a trainee completes their training and seeks no further re-appointments, PDs are required to submit a Trainee Termination Notice which summarizes all support that was provided to the trainee.

Administration of trainees is conducted through partnership between NIH staff, grantee PDs, and the trainee. As a means for PDs and trainees to provide the information referenced above, the Commons Electronic Trainee Activities System (X-Train) has been developed. Once the confidential information is provided to the NIH, NIH staff will act to review and process the information.

Since the information being submitted is strictly confidential it is necessary that the PD (and possibly the trainee) establish an account to access the X-Train interface. For further information regarding account establishment, please go to the Admin. Interface off the Commons Home Page.



ERA COMMONS

Production 1.93 ERA-111



Commons Production System Login

I want to create a production system account.

The Production site allows you to submit grant applications to the NIH and to view active grant status information. **Only a production account will work on this site.**

* indicates required field

*Institution Code:

* Username:

* Password:

Through this login, Commons users will be able to gain access to restricted Commons interfaces. ERA Commons production accounts for grantee organization staff can only be established by designated key Administrative Officials for each grantee organization. During the pilot deployment that will be taking place over the next several months, any inquiries about the establishment of accounts by grantee organizations should be directed to commons@od.nih.gov or (301) 435-0690.

Netscape 3.0 (or later) or Internet Explorer 4.0 (beta or later) are required to utilize the Commons Secure Systems. Internet Explorer 3.0, despite best programming efforts, is not compatible.



ERA COMMONS

Production 1.93 ERA-001

Secure System Selection Screen



Please click on the appropriate logo to access a secure system. *New Users: [Please click here for important information.](#)*



Status

The current pilot version of *Status* provides the PI and AO with the status of pending applications that have been submitted from a single grantee organization.



Admin

The *Admin* module provides facilities for adding, modifying and deleting system account information. It also lets authorized users add or change data contained in relevant Institution Profiles and Professional Profiles.



SNAP

The *Streamlined Non-Competing Award Process (SNAP)* is a Secure Interactive Web Interface for submission of scientific and administration information necessary for continuation of a multiyear grant award.



Application Viewer

Application Viewer is a Secure Commons Interface that will allow users to verify the receipt of application information into the NIH Commons database.



X-Train

X-Train is a Secure Interactive Web Interface for submission and review of information pertaining to Trainee Appointments.



PAPER SNAP

The *Paper SNAP* system is designed to allow NIH administrators to view and print paper versions of the SNAP form 2590 which have been filled out online by members of the extramural community.



Database by TYC Associates;
User Interface by Turner Consulting Group



X-Train

[Admin](#)[SNAP](#)[Status](#)[X-Train](#)

Training Appointments Logon

Please enter the grant number for the application you wish to work with, then click on "Log on to system".

Grant Number (XXX99999):

Log on to system



Database by TYC Associates;
User Interface by Turner Consulting Group



X-Train



Statement of Appointment

Trainee Name : Tian, Jiamin

Type of Action : Reappointment

Grant Number: T32 GM 8334 - 14



This form is used for reappointing an existing trainee.

Trainee Personal Information

***Indicates required fields**

***Last Name**

***First Name**

Middle Name

Suffix

(Example: Sr., Jr., III, etc.)

Statement of Non-delinquency on Federal Debt (If yes, please describe.)

NO YES

Trainee Education


***Indicates required fields**

	*Degree Code	Year of Degree (mm/dd/yyyy)	Institution
Highest Degree	<input type="text" value="PHD"/>	<input type="text"/>	<input type="text" value="MIT"/>
Seeking Degree	<input type="text" value="Select degree Code"/>	<input type="text"/>	<input type="text"/>

Appointment Data

FOT Code (Field of Training) :

*Start Date:	*End Date:	Month(s):		
<input type="text"/>	<input type="text"/>	<input type="text"/>		
(mm/dd/yyyy)	(mm/dd/yyyy)			
*Stipend Level:	Stipend:	Tuition/Fees:	Travel:	TOTAL:
<input type="text" value="Select Stipend Level"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>

 To finalize the submission, click the Back to Roster button to return to the Roster of Trainees screen. On the Roster of Trainees screen, click the Quit X-Train button (located on the bottom of the screen).