NIH eRA Project Team Calendar
October–November 2003

Send additions to the calendar to <u>seppalas@od.nih.gov</u>.

NIH Calendar of Events: <u>http://www.nih.gov/news/eventurl.htm</u>

October 2003

Key: Principals Only (must be invited). Contact specific Advocate if you would like to join one of the eRA Project groups.

October Date	Event	Details
1	**ECB/QVR Steering Committee Meeting**	Wed., 10 a.m.–Noon, Fernwood Bldg., Rm 3D-18. Chair: Thor Fjellstedt. *Meets once a month.*
1	**Architecture Group Meeting**	Wed., 11 a.m.–12:30 p.m., Rockledge 1, Room 3502. Chair: Kalpesh Patel. *Meets every other week.*
2	**Configuration Control Board (CCB)**	Thurs., 9–10 a.m., Rockledge 1, Rm 3502. Chair: Donna Frahm. *Meets weekly.*
7	**eRA Risk Management Meeting**	Tues., 8-9 a.m., 6700B Rockledge, Rm 3200. Chair: Jim Cain. *Principals only. Meets weekly.*
7	**eRA Operations Meeting**	Tues., 9:15–11 a.m., 6700B Rockledge, Rm 3200. Chair: Jim Cain. *Principals only. Meets the 1st and 3rd Tuesday.*
8	**Introduction to QVR Training**	Wed., 1:30–4:00 p.m. The presentation will highlight the full range of features and capabilities of the QVR system. This class is designed to introduce new users to the system. There will be a demonstration on how to log in to the system, the features of the search screen, the capability of the system to retrieve data (such as hitlists of projects, snapshots of selected grant/application data, PI and grant histories, summary statements and abstract images, data downloads to Excel and standard reports, etc). Registration required. CIT Training site: <u>http://training.cit.nih.gov/</u>. Click on "Grants."
9–10	**eRA Project Team Retreat**	Thurs., 10:00 a.m.–Fri., 2:30 p.m. Harbor Town, St. Michaels, Maryland. Chair: John McGowan. *Invitation only.*
9	**Intermediate QVR Training**	Thurs., 1:30–4:00 p.m. This class will be presented in two parts: The first part will focus on utilization of the advanced features of the QVR System. Topics include: retrieving and saving queries, use of the various output options, sorting outputs, downloading data to an Excel spreadsheet, etc. The second part will be a hands-on session during which participants will be given a series of problems to practice using these advanced features of

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		the QVR system.
		Prerequisites: Users either must have taken the Introduction to the QVR System course or have used the system extensively and be knowledgeable of the features of the system.
		Registration required. CIT Training site: http://training.cit.nih.gov/. Click on "Grants."
15	**Grants Management Lead Users Group Meeting**	Wed., 9–11 a.m., 6001 Executive Blvd., Conference Rooms A1/A2. Advocate: Michael Loewe. *Meets once a month.*
15	**Architecture Group Meeting**	Wed., 11 a.m.–12:30 p.m., Rockledge 1, Room 3502. Chair: Kalpesh Patel. *Meets every week through release and then every other week.*
15	**eRA Program Official User's Group (EPUG) Meeting**	Wed., 1–3 p.m. Rockledge 2, Rms. 9112/9116. Advocate: Israel Lederhendler. *Meets once a month.*
16	**Configuration Control Board (CCB)**	Thurs., 9–10 a.m., Rockledge 1, Rm 3502. Chair: Donna Frahm. *Meets weekly.*
16	**eRA System (IMPAC II) Technical Coordinators Meeting**	Thurs., 1:30–3 p.m. 6700B Rockledge, Rm 1205. Advocate: Chip Groh. *Meets once a month.*
16	**Steering Committee Meeting**	Thurs., 2–4 p.m., Main Campus, Bldg. 31, Rm 6A35. Chair: Paul Sieving. *Principals only. Meets once a month.*
18–22	**SRA 2003 (Society of Research Administrators International)**	Sat.–Wed. "*Building Bridges of Knowledge: The Professional Research Administrator.*" David L. Lawrence Convention Center, 1001 Penn Avenue, Pittsburgh, PA 15222-3899
21	**eRA Risk Management Meeting**	Tues., 8–9 a.m., 6700B Rockledge, Rm 3200. Chair: Jim Cain. *Principals only. Meets weekly.*
21	**eRA Operations Team Meeting**	Tues., 9:15–11 a.m., 6700B Rockledge, Rm 3200. Chair: Jim Cain. *Principals only. Meets the 1st and 3rd Tuesday.*
22	**Architecture Group Meeting**	Wed., 11 a.m.–12:30 p.m., Rockledge 1, Room 3502. Chair: Kalpesh Patel. *Meets every week through release and then every other week.*
22	**Committee Management Users Group (CMUG) Meeting** **Moved to Nov. 5**	Wed., 1–4 p.m. Rockledge 2, Rm 6087. Advocate: Anna Snouffer. *Meets once a month.*
23	**Configuration Control Board (CCB)**	Thurs., 9–10 a.m., Rockledge 1, Rm 3502. Chair: Donna Frahm. *Meets weekly.*

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28	**eRA Risk Management Meeting**	Tues., 8–9 a.m., 6700B Rockledge, Rm 3200. Chair: Jim Cain. *Principals only. Meets weekly.*
28	**eRA Project Team Meeting**	Tues., 9–11 a.m., Rockledge 2, Rooms 9100/9104. Chair: John McGowan. Agenda will be distributed to team members. *Meets the 2nd and 4th Tuesday.*
29	**Architecture Group Meeting**	Wed., 11 a.m.–12:30 p.m., Rockledge 1, Room 3502. Chair: Kalpesh Patel. *Meets every other week.*
29	**Advanced QVR Training**	Wed., 1:30–4:00 p.m. This class will be presented in two parts: The first part will be a presentation on the Standard Reports features of QVR. There will be an overview of Standard Reports available in the QVR system, their purpose and utility and a tutorial on how to manipulate data in the Standard Reports. The functions of the Standard Reports that are generated in Excel PivotTables® will be demonstrated along with manipulation of the data to meet the needs of users. The second part will be a hands-on session during which participants will be given a series of problems to practice using the Standard Reports and to manipulate the data in the PivotTables. **Prerequisites**: Users must either have taken the Intermediate QVR Training Class or have used the system extensively and be thoroughly knowledgeable of the features of the system. Registration required. CIT Training site: http://training.cit.nih.gov/. Click on "Grants."
30	**Configuration Control Board (CCB)**	Thurs., 9–10 a.m., Rockledge 1, Rm 3502. Chair: Donna Frahm. *Meets weekly.*
30	**Introduction to QVR Training**	Thurs., 1:30–4:00 p.m. The presentation will highlight the full range of features and capabilities of the QVR system. This class is designed to introduce new users to the system. There will be a demonstration on how to log in to the system, the features of the search screen, the capability of the system to retrieve data (such as hitlists of projects, snapshots of selected grant/application data, PI and grant histories, summary statements and abstract images, data downloads to Excel and standard reports, etc). Registration required. CIT Training site: http://training.cit.nih.gov/. Click on "Grants."

November 2003

Key: Principals Only (must be invited). Contact specific Advocate if you would like to join one of the eRA Project groups.

November Date	Event	Details
2–5	**NCURA (National Council of University Research Administrators) 45th Annual Meeting.**	Theme: *Connecting our Neighborhoods. Building the NCURA Community.* Hilton Washington and Towers, 1919 Connecticut Avenue, NW, Washington, DC 20009.
4	**eRA Risk Management Meeting**	Tues., 8–9:15 a.m., 6700B Rockledge, Rm 3200. Chair: Jim Cain. *Principals only. Meets weekly.*
4	**eRA Operations Team Meeting**	Tues., 9:15–11 a.m., 6700B Rockledge, Rm 3200. Chair: Jim Cain. *Principals only. Meets the 1st and 3rd Tuesday.*
4	**Intermediate QVR Training**	Tues., 1:30–4:00 p.m. This class will be presented in two parts: The first part will focus on utilization of the advanced features of the QVR System. Topics include: retrieving and saving queries, use of the various output options, sorting outputs, downloading data to an Excel spreadsheet, etc. The second part will be a hands-on session during which participants will be given a series of problems to practice using these advanced features of the QVR system. **Prerequisites**: Users either must have taken the Introduction to the QVR System course or have used the system extensively and be knowledgeable of the features of the system. Registration required. CIT Training site: http://training.cit.nih.gov/. Click on "Grants."
5	**ECB/QVR Steering Committee Meeting**	Wed., 10 a.m.–Noon, Fernwood Bldg., Rm 3D-18. Chair: Thor Fjellstedt. *Meets once a month.*
5	**Architecture Group Meeting**	Wed., 11 a.m.–12:30 p.m., Rockledge 1, Room 3502. Chair: Kalpesh Patel. *Meets every week through release and then every other week.*
5	**Committee Management Users Group (CMUG) Meeting**	Wed., 1–4 p.m. Rockledge 2, Rm 6087. Advocate: Anna Snouffer. *Meets once a month.*
6	**Configuration Control Board (CCB)**	Thurs., 9–10 a.m., Rockledge 1, Rm 3502. Chair: Dave Carter. *Meets weekly.*
7	**Population Tracking Users Group (eP-TUG)**	Fri., 1–3 p.m., Rockledge 1, Room 3502. Chair: Carlos Caban. *Meets once a month.*

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12	**Grants Management Lead Users Group Meeting**	Wed., 9–11 a.m., 6001 Executive Blvd., Conference Rooms A1/A2. Advocate: Michael Loewe. *Meets once a month.*
12	**Architecture Group Meeting**	Wed., 11 a.m.–12:30 p.m., Rockledge 1, Room 3502. Chair: Kalpesh Patel. *Meets every other week.*
12	**eRA Program Official User's Group (EPUG) Meeting**	Wed., 1–3 p.m. Executive Plaza North, Room H. Advocate: Israel Lederhendler. *Meets once a month.*
13	**Configuration Control Board (CCB)**	Thurs., 9–10 a.m., Rockledge 1, Rm 3502. Chair: Donna Frahm. *Meets weekly.*
13	**Workgroup on Extramural Training Systems (WETS) Meeting**	Thurs., 10 a.m.–noon, Rockledge 1, Rm 3502. Advocate: Barbara Huffman and Rick Ikeda. *Meets once a month.*
18	**eRA Risk Management Meeting**	Tues., 8–9 a.m., 6700B Rockledge, Rm 3200. Chair: Jim Cain. *Principals only. Meets weekly.*
18	**eRA Operations Team Meeting**	Tues., 9:15–11 a.m., 6700B Rockledge, Rm 3200. Chair: Jim Cain. *Principals only. Meets the 1st and 3rd Tuesday.*
19	**Committee Management Users Group (CMUG) Meeting**	Wed., 1–4 p.m., Rockledge 2, Rm 7111. Advocate: Anna Snouffer. *Meets once a month.*
20	**Configuration Control Board (CCB)**	Thurs., 9–10 a.m., Rockledge 1, Rm 3502. Chair: Donna Frahm. *Meets weekly.*
20	**IMPAC II Technical Coordinators Meeting**	Thurs., 1:30–3 p.m., 6700B Rockledge, Rm 1205. Advocate: Chip Groh. *Meets once a month.*
20	**Steering Committee Meeting**	Thurs., 2–4 p.m., Main Campus, Bldg. 31, Rm 6A35. Chair: Paul Sieving. *Principals only. Meets once a month.*
25	**eRA Risk Management Meeting**	Tues., 8–9 a.m., 6700B Rockledge, Rm 3200. Chair: Jim Cain. *Principals only. Meets weekly.*
25	**eRA Project Team Meeting**	Tues., 9–11 a.m.,6700B Rockledge, Rm 1205. Chair: John McGowan. Agenda will be distributed to team members. *Meets the 2nd and 4th Tuesday.*
26	**Architecture Group Meeting**	Wed., 11 a.m.–noon, Rockledge 1, Room 3502. Chair: Kalpesh Patel. *Meets every other week.*

Upcoming Events

Dec. 2 **Advanced QVR Training**. Tues., 1:30–4:00. This class will be presented in two parts: The first part will be a presentation on the Standard Reports features of QVR. There will be an overview of Standard Reports available in the QVR system, their purpose and utility and a tutorial on how to manipulate data in the Standard Reports. The functions of the Standard Reports that are generated in Excel PivotTables® will

be demonstrated along with manipulation of the data to meet the needs of users. The second part will be a hands-on session during which participants will be given a series of problems to practice using the Standard Reports and to manipulate the data in the PivotTables.

Prerequisites: Users must either have taken the Intermediate QVR Training Class or have used the system extensively and be thoroughly knowledgeable of the features of the system.

Registration required. CIT Training site: http://training.cit.nih.gov/. Click on "Grants."

NCURA Regional Meetings for 2004

2004 Date	Conference	Location
February 29–March 2	Financial Research Administration Conference V	San Diego, CA
April 18–21	Region VI/VII Spring Meeting	San Francisco, CA
April 23–27	Region IV Spring Meeting	Indianapolis, IN
April 24–27	Region II Spring Meeting	Baltimore, MD
April 24–29	Region V Spring Meeting	Galveston, TX
May 3–6	Region I Spring Meeting	Sturbridge, MA
May 9–12	Region III Spring Meeting	Isle of Palms, SC