



## Chapter 15--Demo Site

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**FederalReporting.gov**

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**Log In**

User ID:

Password:

[I forgot my password](#)

**Not Registered?**

**Download Templates**

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**Initial Submission Phase Ends In**

18	13	59	41
Days	Hours	Minutes	Seconds

**Messages**

- **Reporting Deadlines:**  
All reporting phases end at midnight Eastern Time.
- **Changing your Address in CCR:**  
If your organization changes its Point of Contact information in the Central Contractor Registration (CCR), you must allow 48 hours for the change to propagate to FederalReporting.gov. Be sure to make these changes 2 days prior to reporting. The FederalReporting.gov Point of Contact (POC) and address information is taken directly from CCR. When FederalReporting.gov receives the change from CCR, we'll email the FRPIN and temporary password to the POC User.
- **When to mark your report "FINAL":**  
When you mark your report "final," you are saying that all work is completed and you will not be reporting in the next reporting cycle.
- **NEW ALERTS TO COPY FORWARD OR LINK REPORTS!**  
You will receive a recommendation to Copy Forward or Link a Report if you use an Award Number that is similar (or identical) to a report submitted in the previous reporting cycle. For more information, please see Chapter 10 of the [User Guide](#).
- **Report Linking is Here!**  
Link a July 2010 report to an April 2010 report with the new linking function. You can also unlink a July 2010 report from an April 2010 report. See Chapter 10 of the [User Guide](#) for details.

[Top 10 Tips for FederalReporting.gov](#)

### What is the Demo Site?

The FederalReporting.gov Demo Site is a public site for practicing and for training purposes so when you report you will be familiar with the process. Anyone with a valid email address can register for



an account. The Demo Site functions similarly to the FederalReporting.gov Reporting Site, but should not be confused with the Reporting Site: **You can not use the Demo site to submit production reports, validate reports, or reference data lookups (for example, congressional districts, agency codes). Data cannot be transferred or replicated to the Reporting Site.**

## How do I access the Demo Site?

The Demo Site’s address is <https://demo.federalreporting.gov> (without www). If you are registered at FederalReporting.gov already, you will not be able to use that registration information on the Demo Site; you must register for a new account.

- A valid email address is all that is required to register for an account at the Demo Site.
- When registering for a demo account, you can choose one of the nine fictitious DUNS organizations to use as your organization. Real DUNS organizations are not available on the Demo Site and should not be used to create Demo Site account. A list of Demo DUNS organizations and FRPINS is at the end of this section.
- Once registered, you will immediately be able to practice creating, modifying, linking and unlinking, viewing and deactivating reports.

Demo agency accounts can also be created on the Demo Site. You may register with any of the agencies available on the registration page.

Just as on the Reporting Site, access to reports will be based on DUNS numbers (Recipients) and Agency Codes (Agencies). The practice reports submitted on the Demo Site will be accessible ONLY on the Demo Site—previously submitted reports on the Reporting Site will NOT be accessible.

### Fictitious DUNS Organizations and FRPINS on the Demo Site:

DUNS	FRPIN	Organization Name
111111111	111111111	Demo Company 1
222222222	222222222	Demo Company 2
333333333	333333333	Demo Company 3
444444444	444444444	Demo Company 4
555555555	555555555	Demo Company 5

DUNS	FRPIN	Organization Name
666666666	666666666	Demo Company 6
777777777	777777777	Demo Company 7
888888888	888888888	Demo Company 8
999999999	999999999	Demo Company 9



## What can I practice on the Demo Site?

The Demo site will remain in the Initial Submission Phase only. You will not be able to practice any functions connected to recipient review, agency review, or continuous QA phases. The following functionalities can be practiced:

### Recipients

View Report	Copy Forward Report
Create/Submit Report	Copy Report
Modify Report	Deactivate Report
Change Key	Validate Report File
Link/Unlink Report	Submit Report File
View Report Comments	

### Agencies

View Report	View Report Linkage
View Report Comments	

You can not practice the following on the Demo Site:

### Recipients

Create/Respond to Comments	Access Recipient Extract
Perform Batch Validation/Submission	

### Agencies

Create/Respond to Comments	Access Agency Extract
Set Report Review Status	Bulk Commenting

Note: Reference lookups may be updated quarterly, but you should not rely on this information.

Please use the lookups from the Downloads page on the Reporting Site

(<https://www.federalreporting.gov/federalreporting/downloads.do>) for up-to-date information.

**The Demo Site is NOT supported by the FederalReporting.gov Service Desk, Application Support, Recovery.gov, or the Recovery Board. Please do not contact these parties for questions or concerns regarding the Demo Site.**