



Kancelarija za globalno upravljanje
GEMS

Priprema podnosioca zahteva za korišćenje GEMS* onlajn portala za podnošenje i tekuće upravljanje zahtevima za grantovima

* Grantovi, Eksterne studije i Sistem upravljanog pristupa

Verzija 2.0

Datum stupanja na snagu, 2 novembar 2020.

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Uvod

- Novartis uvodi GEMS, novi globalni klad sistem za podnošenje zahteva i tekuće upravljanje svim zahtevima za grantovima;
- Počev od datuma pokretanja, svi zahtevi moraju biti podneti preko onlajn portala GEMS kome se pristupa sa www.novartis.com.
- Uvođenje GEMS-a olakšaće podnosiocima zahteva da podnose i upravljaju svojim zahtevima, a kompaniji Novartis da ih brže pregleda i potencijalno odobrava;
- Ovaj dek pruža spoljnim podnosiocima zahteva informacije koje su im potrebne za podnošenje zahteva u GEMS-u.

Prednosti GEMS-a

Lakše
podnošenje
zahteva

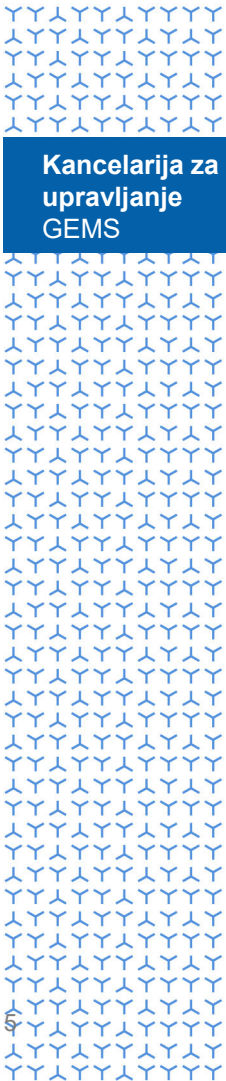
Mogućnost
upravljanja
procesom
prijavljivanja
na jednom
mestu

Brža provera i
odobrenje
prijava od
strane
Novartisa

Prijava
moguća sa
bilo kog
uređaja

Sadržaj

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GEMS

Odeljak 1

Registracija na GEMS portalu

Registracija na portalu

GEMS
Grants, External Studies and
Managed Access System

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First time user? [Create your password](#)

Please Log In

* E-mail Address:

* Password:
Show password

LOG IN

[Forgot your password?](#)

Please note that you must have cookies and JavaScript enabled on your browser in order to successfully log in.

[Need Support?](#)

TERMS OF USE

PRIVACY AND COOKIES POLICY

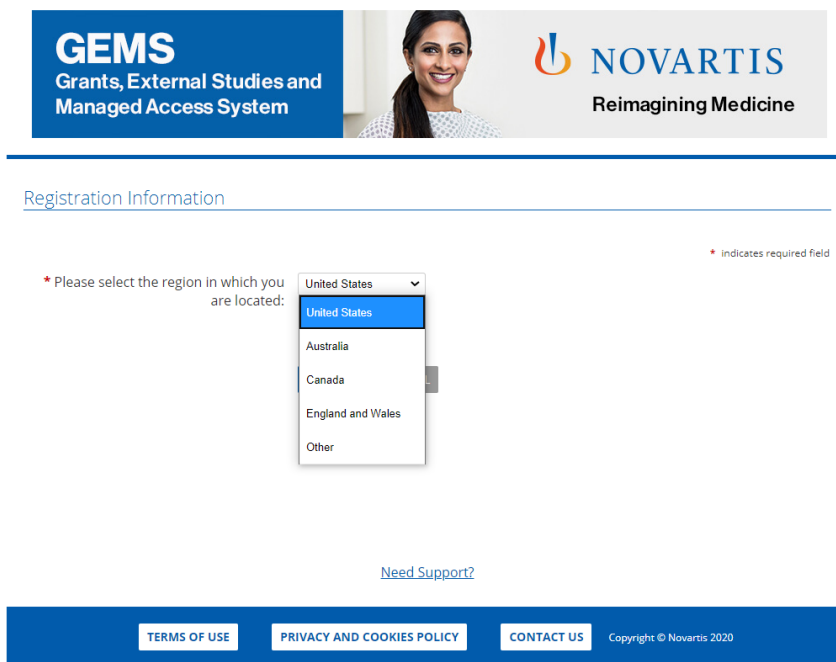
CONTACT US

Copyright © Novartis 2020

Korak 1

- Kliknite na **Create a Password (Kreiraj lozinku)** na vrhu ekrana

Registracija na portalu



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[Registration Information](#)

* Please select the region in which you are located:

* indicates required field

United States
United States
Australia
Canada
England and Wales
Other

[Need Support?](#)

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Korak 2

- Izaberite Vaš **Region** (odnosno zemlju) iz padajućg menija
- Za organizacije locirane izvan *Australije, Kanade, Engleske i Velsa, Sjedinjenih Američkih Država*, izabrati *Ostalo* kako biste nastavili sa registracijom naloga.

Registracija na portalu

IMAJTE U VIDU SLEDEĆE: Svako polje obeleženo simbolom * (crvena zvezdica) mora biti popunjeno

For US organizations–It's not required to be a 501(c)(3) non-profit organization to submit a request. However, you must enter Tax ID.

* First Name:

* Last Name:

* Telephone Number:

* E-mail Address: Please enter your e-mail address, e.g. yourname@yourdomain.com. You will need your e-mail address to log in.

* Password: The password must be between 6 and 16 characters long and consist of letters, numbers, or any of the following special characters: '@!#\$%&'. The password "password" is not valid.

* Confirm Password:

* Organization Name: Enter the legal name of the organization for which you are applying.

Zip/Postal Code:

* Organization Country:

IRS AND/OR NCES Information

Tax ID/Charity ID (if applicable): Enter the nine digit U.S. Tax ID of the 501(c)(3) non-profit organization for which you are applying. If you do not know the organization's Tax ID, please contact the business office of the organization or call the IRS toll-free at [1-877-829-5500](tel:1-877-829-5500). If your organization is not located in the United States or otherwise does not have a U.S. Tax ID number then leave this field empty.

School District ID (U.S. Pre-K-12 public schools and public school districts only): For U.S. public schools, the District ID should be the first 7 digits of a 12 digit National Center for Education Statistics (NCES) School ID. If you do not know the school's NCES information, please visit the [NCES](#) website.

Korak 3

- Molimo da unesete kod za Vašu zemlju sa brojem Vašeg telefona
- Popunite preostale **Informacije za registraciju**
- **Kliknite "Submit" ("Podnesi")**
- Na adresu koju ste dali će biti poslat aktivacioni imejl. To može biti ili email adresa Vaše organizacije ili lična email adresa. Kliknite na link sadržan u imejlu kako biste nastavili i potvrdite detalje Vaše registracije.
- Ukoliko ne vidite aktivacioni imejl u Vašem inboks, proverite da li se u Vašem Junk / Spam ili Trash folderu nalazi poruka od donotreply@cybergrants.com.
- Ako i dalje ne možete da pronađete aktivacioni imejl, kliknite na link dat na stranici za registraciju: **Kliknite ovde radi slanja novog aktivacionog mejla**

Registracija na portalu

[EDIT PROFILE](#) [LOGOUT](#)

Welcome, Susan Perry

The organization you are currently associated with **Susan Perry**.

You can submit and manage your funding request(s) to Novartis via this portal. All submitted requests are immediately sent to Novartis for review and further consideration. Novartis will contact you for additional information as needed via impact report.

We recommend that you [familiarize yourself with funding request submission process](#) before you begin.

If you submit requests on behalf of different organizations, make sure you have selected the correct profile. If you need to create an additional profile [click here to add a new organization to your account](#).

To begin a new request, click on the appropriate funding category type button below. You can save a partially completed application and return to it later by clicking on the "Continue" button next to the associated Program Title.

If you face any technical difficulties or have any questions during submission, use the "Need Support" link located at the bottom of every page to contact our support team.

Welcome Page	Organization Information	Contact Information	Proposal Information	Requested Funding	Attachments	Attestation
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Click a button below to start a new application

Grants

Korak 4

- Nakon registracije, imate pristup sopstvenoj **Strani dobrodošlice**.
- Ako ste ranije slali zahteve, oni će se prikazati na kontrolnoj tabli na vašoj strani dobrodošlice. Ako niste prethodno predali nijedan zahtev, kontrolna tabla će biti prazna.
- Pomoću kontrolne table možete da upravljate svim tekućim zahtevima, kao i da podnosite nove.



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Odeljak 2

Podnošenje novog zahteva

Podnošenje novog zahteva

[EDIT PROFILE](#) [LOGOUT](#)

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Welcome Page

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Click a button below to start a new application

Grants

Korak 1

- Ukoliko radite sa više organizacija i ako prvi put pravite prijavu za novu organizaciju, molimo da koristite link **click here to add a new organization to your account (kliknite ovde kako biste dodali novu organizaciju Vašem nalogu)**. Od vas će biti zatraženo da izaberete region organizacije kao i da popunite osnovne informacije za registraciju (videti slajdove 7 i 8).

Podnošenje novog zahteva

Welcome, Susan Perry

EDIT PROFILE

LOGOUT

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Click a button below to start a new application

Grants

Korak 2

- Kliknite na tipku **Grants (Grantovi)** na dnu Vaše strane dobrodošlice.

Grantovi

Nezahtevani, nezavisno zatraženi novčani prilog za određenu svrhu kao podrška medicinskim / naučnim istraživanjima, obrazovanju, političkim inicijativama i aktivnostima zastupanja pacijenata gde Novartis neće ostvariti nikakvu korist. Grantovi se neće dodeljivati političkim strankama

Podnošenje novog zahteva

Korak 3

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Welcome Page Organization Information Contact Information Proposal Information Requested Funding Attachments Attestation

Organization Information

* indicates required field

* Organization Legal Name Susan Perry

* Country United Kingdom

* Address Bridge End

Address 2

* City London

Province

Zip/Postal Code 12345

* E-mail Address susan@startdialogue.co.uk

* Telephone 07799404002

- Pregledajte automatski popunjene informacije (preuzete iz podataka iz registracije) i po potrebi uredite ili ažurirajte sve dodatne informacije.
- Nakon što završite, izaberite **Save and Proceed (Sačuvaj i nastavi)** kako biste prešli na sledeću karticu. Ovo će takođe obezbediti da se sadržaj sačuva u slučaju da je potrebno da se vratite na zahtev.
- Na kontrolnoj tabli prikazanoj na vrhu svake stranice ćete moći da vidite ostvareni napredak. Zaglavlja na kontrolnoj tabli možete da koristite za kretanje po aplikaciji tako što ćete kliknuti na njih i ne morate da završite jedan odeljak pre nego što pređete na drugi. Međutim, kako biste izbegli gubljenje bilo kojih informacija koje ste ubacili na stranu, morate da kliknete **"Save and Proceed"** (**"Sačuvaj i nastavi"**) pre nego što napustite bilo koju stranu..
- **VAŽNA NAPOMENA:** GEMS ne pohranjuje podatke automatski, tako da je važno da kliknete **"Save and Proceed"** (**"Sačuvaj i nastavi"**) kada završite bilo koju stranu.

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Contact Information

Check the box to link the contact person with this request or create a new Contact Person using the 'Create New' button

☐ Match: Check the box to associate this individual with this application. Name: [SUSAN PERRY](#)
Telephone Number: 07799404002
E-mail Address: susan@startadialogue.co.uk
Contact Type: Primary Contact

☐ Match: Check the box to associate this individual with this application. Name: [SUSANPERRY@HOTMAIL.COM SUSANPERRY@HOTMAIL.COM](#)
Telephone Number: 06776
E-mail Address: susanperry@hotmail.com
Contact Type: Primary Contact

☐ Match: Check the box to associate this individual with this application. Name: [Unknown](#)
Telephone Number: 07799404002
E-mail Address:
Contact Type:

SAVE AND PROCEED CREATE NEW

Korak 4

- Kako biste kreirali novi kontakt, kliknite na tipku **Create New (Kreiraj novi kontakt)**.
- Unesite informacije za kontakt i sačuvajte ih. Nakon što su sačuvane, informacije o kontaktu će biti prikazane.
- Potvrdite / označite polje koje se odnosi na Vaše **Podatke za kontakt**. Može biti više okvira, u kom slučaju se postarajte da izaberete odgovarajući okvir, pošto će to postati Vaši primarni Podac za kontakt.
- Izaberite **Save and Proceed (Sačuvaj i nastavi)** kako biste prešli na sledeću karticu.

Napomena: Ovde navedene podatke za kontakt kompanija Novartis može koristiti za komunikaciju sa Vama ako je to potrebno. Stoga dostavite ažurirane informacije za svaki zahtev koji podnesete.

Podnošenje novog zahteva

Korak 5

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Proposal Information

* Division (?) Please select Novartis Division you would like to submit this request.

* Geographical Outreach of the Program Please indicate if the Program activity and/or Target Audience are limited to one country or multiple countries.

* Program Start Date MM/DD/YYYY

* Program End Date MM/DD/YYYY

* Source of Funding Support

* Currency of Request

* Amount of Request

* indicates required field

- Unesite sve potrebne informacije na kartici **Proposal Information (Informacije o predlogu)**, uključujući **Program Details (Detalje programa)** i **Event Details (Detalje događaja)** (ako je to potrebno).
- Znak (?) sa desne strane bilo kog naslova polja označava da je dodatno objašnjenje zahteva za polje dostupno klikom na ikonicu (?).
- **Geografski doseg programa:** izaberite *single country (jedna zemlja)* i odgovarajuću *country of request (zemlju zahteva)*.
- **Datum početka programa*** (američki format datuma: MM/DD/GGGG): ovo je planirani datum "prvog dana" kada započinjete aktivnosti za Vaš program.
- **Datum završetka programa** (američki format datuma: MM/DD/GGGG): ovo je planirani datum na koji očekujete da zatvorite program nakon završetka.

* Za pojedinačne zemlje može biti potrebno različito vreme isporuke nakon podnošenja zahteva, tačan zahtev se naznačava u prijavi kada je izabrana država.

Podnošenje novog zahteva

Proposal Information

* indicates required field

* Division (?) Please select Novartis Division you would like to submit this request.

* Geographical Outreach of the Program Please indicate if the Program activity and/or Target Audience are limited to one country or multiple countries.

* Program Start Date MM/DD/YYYY

* Program End Date MM/DD/YYYY

* Source of Funding Support

* Currency of Request

* Amount of Request

* Total Estimated Program Cost Provide the total estimated cost of the program.

Korak 5 (nastavak)

- U "**Currency of Request**" ("**Valuta zahteva**") izaberite kod lokalne valute, a zatim unesite "**Amount of Request**" ("**Iznos zahteva**").
- Unesite **Ukupan trošak programa**. Ne koristite specijalne karaktere (npr. , .) prilikom unošenja troškova u ovo polje.
- Izaberite **Save and Proceed (Sačuvaj i nastavi)** kako biste prešli na sledeću karticu.

Podnošenje novog zahteva

* Outcome Measurement Plan Describe the plan to measure the effectiveness of the program to meet the objectives.

(1000 character maximum)

* Is this request for an Independent Medical Education Program?

[Educational Activity Details](#)

* Will this Activity be certified for continuing education credits? Is this request for an activity that will be certified to provide Continuing Education credits for Healthcare Professionals?

* Do you have an Education Partner(s) associated with this program?

* Delivery of Format (?)

Enduring
Live Event
Print
Web
Other

Korak 5 (nastavak)

- Ako se zahtev za grant odnosi na program medicinskog obrazovanja, odaberite **"Da"** za **"Is this Request for an Independent Medical Education Program"** (**"Da li je ovo zahtev za nezavisni program medicinske edukacije"**).
- Kada se odabere "Da", prikazaće se dodatna polja koja se odnose na podatke obrazovne aktivnosti koja treba popuniti

Nezavisni program medicinske edukacije: Nezavisni program medicinske edukacije generalno se definiše kao obrazovni program za zdravstvene radnike (HCP) koji omogućava nezavisni izvršilac obrazovanja, poput bolnice, akademskog centra, društva/udruženja ili kompanije za medicinsku edukaciju i komunikaciju.

Podnošenje novog zahteva

Event Details

* Does this program include any Live Events?

* How many Live Events will take place?

* Event Venue 1

* Event Address 1

* Event City 1

* Event Country 1

SAVE AND PROCEED

[Need Support?](#)

Korak 5 (nastavak)

- Ako program grantova uključuje bilo koje Događaje uživo, tj. sastanke licem u lice, samite, konferencije itd., odaberite "Da" za **"Does this program include any Live Events?"** "Da li ovaj program uključuje bilo koje događaje uživo?"
- Kada je izabrano "Da", prikazaće se dodatno polje koje pruža dodatne informacije o događaju uživo. Izaberite broj događaja i navedite detalje kao što su mesto, adresa, grad i država za svaki događaj.

Podnošenje novog zahteva

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Requested Funding

Please fill in the request for the entire program. * indicates required field

Line Item	Category	Description/Details of Spend	Estimated Cost	Currency
1	Management Fees		0	USD
Grand Total			0	

[Add Line Item](#)

[Need Support?](#)

Korak 6

- Na sledećem ekranu za popunjavanje od Vas će se tražiti dodatni podaci o strukturi ukupnih troškova programa.
- Za svaku kategoriju potrošnje potrebno je popuniti sva polja.
- U padajućem meniju odaberite odgovarajuću kategoriju potrošnje.
- Zavisno od toga koja je kategorija izabrana, izbor potkategorija će biti naveden na padajućoj listi.
- Otvoreno polje služi za **Description / Details of Spend (Opis / Detalji potrošnje)**.
- Popunite **Estimated Cost (Procenjeni trošak)** za svaku kategoriju. Ukupan zbir grantova za procenjeni trošak mora biti jednak **Total Program Cost (Ukupnom trošku programa)** u **Program Details (Podacima o programu)** u odeljku Informacije o predlogu. Ne koristite specijalne karaktere (npr. , .) prilikom unošenja troškova u ovo polje.
- Ukoliko želite da dodate još jednu stavku, kliknite na **Add Line Item (Dodaj stavku)**.
- Kliknite **"Save and proceed" ("Sačuvaj i nastavi")**

Podnošenje novog zahteva

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Attachments

* Indicates required field

- * Formal Letter of Request **UPLOAD FILE**
- * Full Program Proposal **UPLOAD FILE**
- Program Objectives **UPLOAD FILE**
- Agenda **UPLOAD FILE**
- Needs Assessment **UPLOAD FILE**
- Outcomes Measurement Plan **UPLOAD FILE**
- Other Supporting Documents **UPLOAD FILE**
- Additional Comments

Korak 7

- Za dodelu grantova, potrebno je učitavanje **Formalnog zahteva (LOR)** kao i **Full Program Proposal (Potpun predlog programa)**.
- Kako biste učitali dokument, kliknite na plavu tipku **Upload File (Učitaj fajl)**. Pojaviće se iskačući prozor sa instrukcijama za lociranje odgovarajućeg fajla.
- Nakon lociranja, kliknite na instrukciju **Upload file (Unesi fajl)** u iskačućem prozoru kako biste uneli izabrani fajl.
- Nakon učitavanja, kliknite **Close window (Zatvori prozor)**.
- Svi dodatni dokumenti mogu se učitati pod OSTALI prateći dokumenti. Ukoliko želite da date bilo koje dodatne informacije koristite **Additional Comments (Dodatni komentari)**.

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Attestation

* indicates required field

I acknowledge that Novartis support must not in any way (directly or indirectly) be connected to or conditioned upon any prescribing, purchasing or recommending any product manufactured or marketed by Novartis.

I confirm that this proposal is unsolicited and has been developed independently with no (direct or indirect) influence or prior discussion with any Novartis associate.

Where Novartis has obligations to report transfers of value and/or direct and indirect payments to relevant authorities, I commit to provide accurate and timely data to Novartis to comply with applicable laws, regulations, or codes.

I acknowledge that the information and responses provided in this application are truthful, accurate and complete to the best of my knowledge.

* I confirm/agree to the statements above ☐ Yes

* I acknowledge that any real, potential or perceived conflicts of interest are described here. (?)

(4000 character maximum)

SAVE AND PROCEED

Korak 8

- Konačna stranica je za **Attestation (Potvrdu)**.
- Dostupan je otvoren okvir za dijalog za prijavu svih sukoba interesa.
- Kliknite **"Save and proceed" ("Sačuvaj i nastavi")**

Podnošenje novog zahteva



Review Your Application

Please review the details carefully before you click on "SUBMIT" button. After clicking the Submit button, you will not be able to make any further changes.

If you need to change any information, click on appropriate section link. You will then be re-directed to appropriate section to make the changes. If you don't want to submit your request at this time, click the "Save Only" button. The request will then be saved under "In-progress Requests."

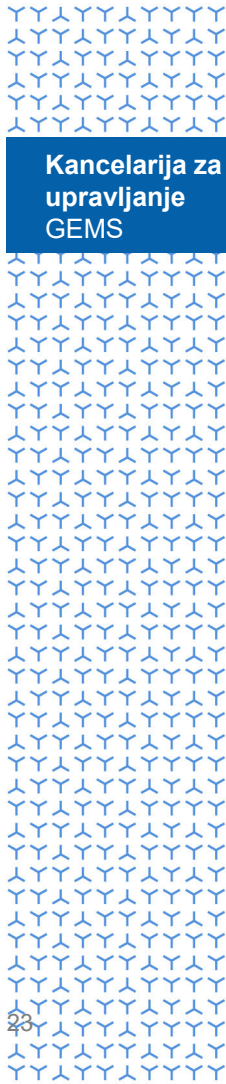
Organization Information

Please review your Organization information provided below and ensure it is up-to-date and reflects updated information (including organization type). Please note that the Requesting Organization will be the Payee if the funding request is approved

* Organization Legal Name Susan Perry
* Country United Kingdom
* Address Bridge End
Address 2
* City London
Province
Zip/Postal Code 12345
* E-mail Address susan@startdialogue.co.uk
* Telephone 07799404002
Fax

Korak 9

- Poslednja stranica zahteva proveru podataka o prijavi.
- Ukoliko nije potrebno unošenje promena, kliknite **Submit (Podnesi)**. Imajte na umu da se nakon podnošenja zahteva ne mogu vršiti dalje izmene.
- Podnete informacije mogu se videti izborom funkcije **View (Pogledati)** za relevantni zahtev na **Stranici dobrodošlice**.
- Kada je zahtev podnet, na ekranu ćete videti poruku potvrde.
- Vaš zahtev za finansiranje je uspešno podnet kompaniji Novartis. O odluci kompanije Novartis o vašem zahtevu ćete biti blagovremeno obavešteni.
- Kako biste odštampli kopiju ovog zahteva, pritisnite **ctrl + P** na tastaturi i odaberite odgovarajući štampač.



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Odeljak 3

Upravljanje zahtevom

Uvod

- Ovaj odeljak pokriva:
 - Provera i odobrenje Vašeg zahteva
 - Obezbeđenje dodatnih informacija
 - Usklađivanje Vašeg zahteva

Provera i odobrenje Vašeg zahteva

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Grants

Pending Impact Report

Action	Project Title	Report Type	Report Due Date
Due	International Brain Tumour Alliance 2020 Programme of Works	Grants Change of Scope	08/13/2020
Due	test	Grants Outcome Report	03/12/2020
Due	test	Grants Program and Educational Outcomes Report	11/03/2020
Due	test	Grants Program and Educational Outcomes Report	11/03/2020
Due	test	Grants Transparency Report	06/21/2020
Due	test	Grants Outcome Report	06/21/2020

In-progress Requests

Action	Project Title	Application Date	Proposal Type	Application Amount
Continue	Project Title	03/02/2020	Grant Application	\$0.00
Continue	Project Title	03/03/2020	Grant Application	\$0.00
Continue	test	04/14/2020	Sponsorship & Membership Application	1.00 CNY
Continue	test	04/14/2020	Grant Application	1.00 ARS
Continue	test	04/17/2020	Grant Application	1.00 AUD
Continue	test	04/17/2020	Sponsorship & Membership Application	1.00 AUD
Continue	test	04/27/2020	Sponsorship & Membership Application	1.00 AUD
Continue	Project Title	06/25/2020	Grant Application	\$0.00
Continue	Project Title	07/08/2020	Grant Application	\$0.00

Submitted Requests

Action	Project Title	Application Date	Proposal Type	Application Amount	Status
View	test	04/27/2020	Donations	1.00 AUD	Approved 1.00 AUD

- Nakon što je zahtev podnet, pojaviće se u odeljku **Podneti zahtevi** na Vašoj strani dobrodošlice, dok prolazi kroz proces formalne provere.
- Status će se prikazati u koloni Status i obuhvatiće jedno od sledećeg:
 - **Submitted (Podnet)** znači da ga je Novartis primio, ali još uvek nije dodeljen Novartisovom vlasniku zahteva
 - **Under review (Provera u toku)**, što znači da je dodeljen Novartisovom vlasniku zahteva, dok je interna provera u toku
 - **Approved (Odobren)**, što znači da je odobren
 - **Declined (Odbijen)** što ukazuje na odbijanje
 - Sistem će deliti automatsko obaveštenje u trenutku podnošenja zahteva, kao i kada je zahtev odobren i / ili odbijen.

Obezbeđenje dodatnih informacija

- Tokom postupka provere, Novartisov Vlasnik zahteva može zatražiti dodatne informacije od Vas.
- Postoje dva načina kako se ovo može dogoditi:
 - Korišćenjem funkcije **Return to Applicant (Povratak na podnosioca zahteva)** i zahtevanjem dodatnih informacija.
 - Pokretanjem **Izveštaja o uticaju dodatnih informacija na grantove**.
- Postupak za oba načina objašnjavamo na sledećim slajdovima.

Povratak na podnosioca zahteva

Click a button below to start a new application

Grants

Pending Impact Report

Action	Project Title	Report Type	Report Due Date
Due	GEMS Virtual Training - Bangladesh Team	Grants Transparency Report	11/22/2020
Due	GEMS Virtual Training - Bangladesh Team	Grants Outcome Report	11/22/2020
Due	Return applicant Aug 24	Grants Additional Information	08/28/2020

In-progress Requests

Action	Project Title	Application Date	Proposal Type	Application Amount
Revise	Welcome Grant Test	08/20/2020	Grant Application	2,000.00 EUR

Comments: Please provide more information

Continue	Project Title	08/24/2020	Grant Application	\$0.00
Continue	Project Title	08/24/2020	Grant Application	\$0.00
Continue	Project Title	08/28/2020	Grant Application	\$0.00

- Ukoliko Vlasnik zahteva kompanije Novartis koristi funkciju **Return to Applicant (Povratak na podnosioca zahteva)**, primićete automatizovan imejl a zahtev će preći u odeljak **In-progress Requests (Zahtevi u toku)**. To će obuhvatiti i komentar kojim se objašnjava zašto Vam je vraćen.
- Kako biste dali informacije, kliknite na plavi link **Revise (Izmeni)** i pratite instrukcije na ekranu.

Izveštaj o uticaju dodatnih informacija na

grantove

If you face any technical difficulties or have any questions during submission, use the "Need Support" link located at the bottom of every page to contact our support team.

Welcome Page	Organization Information	Contact Information	Proposal Information	Requested Funding	Attachments	Attestation
------------------------------	--	-------------------------------------	--------------------------------------	-----------------------------------	-----------------------------	-----------------------------

Click a button below to start a new application

Grants

Pending Impact Report		
Action	Project Title	Report Due Date
Due	International Brain Tumour Alliance 2020 Programme of Works	08/13/2020
Due	test	03/12/2020
Due	test	11/03/2020
Due	test	11/03/2020
Due	test	06/21/2020
Due	test	06/21/2020

In-progress Requests

Action	Project Title	Application Date	Proposal Type	Application Amount
Continue	Project Title ↕	03/02/2020	Grant Application	\$0.00
Continue	Project Title ↕	03/03/2020	Grant Application	\$0.00
Continue	test ↕	04/14/2020	Sponsorship & Membership Application	1.00 CNY
Continue	test ↕	04/14/2020	Grant Application	1.00 ARS
Continue	test ↕	04/17/2020	Grant Application	1.00 AUD
Continue	test ↕	04/17/2020	Sponsorship & Membership Application	1.00 AUD
Continue	test ↕	04/27/2020	Sponsorship & Membership Application	1.00 AUD
Continue	Project Title ↕	06/25/2020	Grant Application	\$0.00
Continue	Project Title ↕	07/08/2020	Grant Application	\$0.00

Submitted Requests

Action	Project Title	Application Date	Proposal Type	Application Amount	Status
View	test	04/27/2020	Donations	1.00 AUD	Approved 1.00 AUD

- Ako Vlasnik zahteva pokrene **Izveštaj o uticaju dodatnih informacija na grantove**, isti će se pojaviti u ovom odeljku uz naveden datum kada je potrebno da bude realizovan.
- Kako biste pristupili izveštaju, kliknite na odgovarajući **Due** link.
- Nakon što ga završite, Izveštaj o uticaju se više neće pojavljivati na ovoj listi.

Izveštaj o uticaju dodatnih informacija na garantove



WELCOME PAGE REQUEST INFORMATION IMPACT INFORMATION

REQUEST INFORMATION

Program Title test

Program Start Date 03/02/2020

Program End Date 03/03/2020

SAVE AND PROCEED

Logout

Indicates required field

- Kada kliknete na Due link, to će Vas odvesti na karticu **Request Information (Zahtevaj informacije)** koja obuhvata naziv programa, početni i završni datum prema Vašem originalnom zahtevu.
- Kliknite **"Save and Proceed" ("Sačuvaj i nastavi")** kako biste nastavili sa radom.

Izveštaj o uticaju dodatnih informacija na

procente



WELCOME TO THE NOVARTIS PORTAL

LOGOUT

Welcome Page Request Information **Impact Information**

Impact Information

Additional Comments (4000 character maximum)

Additional Documents **UPLOAD FILE**

SAVE AND PROCEED

[Need Support?](#)

[TERMS OF USE](#) [PRIVACY AND COOKIES POLICY](#) [CONTACT US](#) Copyright © Novartis 2020

- To vas dovodi do kartice **Impact Information** (Informacije o uticaju).
- Dajte informacije koje zahteva Novartis.
- Dodatni propratni dokumenti mogu se ažurirati izborom funkcije **Upload File** (Učitaj fajl).
- Izaberite **"Save and Proceed"** ("Sačuvaj i nastavi") kako biste nastavili sa radom.

Izveštaj o uticaju dodatnih informacija na

prantove



[Review Your Impact Report](#)

Please review your impact report information. If you are not ready to submit your impact report at this time, click the "Save Only" button. The impact report will then be available to edit from the Welcome page. Clicking the Submit button will immediately send the report to Novartis and you will then be unable to perform further editing.

[Request Information](#)

Program Title Return applicant Aug 24
Program Start Date 08/25/2020
Program End Date 08/25/2020

[Impact Information](#)

* Indicates required field

Additional Comments Additional information is uploaded

Additional Documents • [Test.docx \(11.24 K\)](#) uploaded by Kathy Hartmann on 08/28/2020

[SUBMIT](#) [SAVE ONLY](#)

[Need Support?](#)

- To vas dovodi do kartice **Review Your Impact Report** (**Proverite Vaš Izveštaj o uticaju**).
- Pažljivo proverite informacije koje ste uneli pre podnošenja.
- Ukoliko je potrebno izvršiti bilo koje izmene, kliknite na link za informacije o uticaju i, ako je potrebno, ažurirajte informacije.
- Kada ste spremni za podnošenje, kliknite **Submit** (Podnesi). Nakon podnošenja, neće se vršiti dodatne izmene.

Usklađivanje Vašeg zahteva

- Kada se Vaš program završi, moraćete da uskladite svoj zahtev popunjavanjem dodatnih **Impact Reports (Izveštaja o uticaju)**.
- Ukupno ih ima tri, a oni su objašnjeni na sledećem slajdu.
- Vaša stranica dobrodošlice sadrži odeljak za **Pending Impact Reports (Izveštaje o uticaju u toku)** (videti slajd 28).
- Kada Izveštaj o uticaju dospe za podnošenje, isti će se pojaviti u ovom odeljku uz naveden datum kada je potrebno da bude realizovan.
- Kako biste pristupili izveštaju, kliknite na odgovarajući **Due** link.
- Imate 90 dana da popunite bilo koji izveštaj o uticaju od datuma obaveštenja.
- Nakon što ga završite, Izveštaj o uticaju se više neće pojavljivati na ovoj listi.

Izveštaji o uticaju za usklađivanje

Naziv izveštaja	Potreban za	Svrha	Kada je aktiviran
Izveštaj o transparentnosti	Svi zahtevi za grantove	Za potrebu kako su grantovi korišćeni, kao i da li su drugim licima ili organizacijama obezbeđena finansijska sredstva	Šalje GEMS automatski nakon što se dosegne Završni datum programa
Izveštaj o ishodima	Svi zahtevi za grantove	Kako biste potvrdili koliko je novca potrošeno, kao i može li se realizovati povrat	Šalje GEMS automatski nakon što se dosegne Završni datum programa
Izveštaj o programu i edukacionim ishodima	Zahtevi za dodelu grantova koji uključuju obrazovne aktivnosti	Kako bi se potvrdilo da li su postignuti obrazovni ishodi za projekat	Ako je primenljivo, automatski ga šalje GEMS nakon dostizanja Datuma završetka programa

Izveštaj o transparentnosti



[Welcome Page](#) [Request Information](#) [Impact Information](#)

[Request Information](#)

* indicates required field

Program Title

Test

Program Start Date

07/08/2020

Program End Date

07/08/2020

[SAVE AND PROCEED](#)

[Need Support?](#)

- Kada kliknete na Due link, to će Vas odvesti na karticu Request Information (Zahtevaj informacije) koja obuhvata naziv programa, početni i završni datum prema Vašem originalnom zahtevu.
- Kliknite **"Save and Proceed"** (**"Sačuvaj i nastavi"**) kako biste nastavili sa radom.

Izveštaj o transparentnosti

NOVARTIS

LOGOUT

Welcome Page Request Information Impact Information

Impact Information

* Were any Novartis funds from this request used for transfer of value and/or direct and indirect payments that require reporting to relevant authorities?

No Yes

SAVE AND PROCEED

Impact Information

* Were any Novartis funds from this request used for transfer of value and/or direct and indirect payments that require reporting to relevant authorities? Yes

Search:

Action	Recipient Type	Organization Name	Tax ID/EIN	Contact First Name	Contact Middle Name	Contact Last Name	Contact Suffix
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Showing 0 to 0 of 0 entries
[Create New](#)

- To vas dovodi do kartice **Impact Information (Informacije o uticaju)**.
- Odgovorite na pitanje tako što ćete izabrati bilo **Ne** ili **Da** iz padajuće liste.
- Ako je odgovor **Da**, od Vas se zahteva da obezbedite dodatne informacije.
- Kako biste to uradili, izaberite **Create New (Kreiraj novi)**.
- Otvara se **Prozor sa informacijama o potrošnji**, popunite sve podatke i kliknite **Save (Sačuvaj)**.
- To Vas vraća na karticu Informacije o uticaju gde je potrebno da kliknete **Save and Proceed (Sačuvaj i nastavi)** kako biste nastavili.

Izveštaj o transparentnosti



[Review Your Impact Report](#)

Please review your impact report information. If you are not ready to submit your impact report at this time, click the "Save Only" button. The impact report will then be available to edit from the Welcome page. Clicking the Submit button will immediately send the report to Novartis and you will then be unable to perform further editing.

[Request Information](#)

Program Title	Test
Program Start Date	07/08/2020
Program End Date	07/08/2020

[Impact Information](#)

* indicates required field

* Were any Novartis funds from this request used for transfer of value and/or direct and indirect payments that require reporting to relevant

- To vas dovodi do kartice **Review Your Impact Report (Proverite Vaš Izveštaj o uticaju)**.
- Pažljivo proverite informacije koje ste uneli pre podnošenja.
- Ukoliko je potrebno izvršiti bilo koje izmene, kliknite na link za informacije o uticaju i, ako je potrebno, ažurirajte informacije.
- Kada ste spremni za podnošenje, kliknite Submit (Podnesi). Nakon podnošenja, neće se vršiti dodatne izmene.

Izveštaj o ishodu



[LOGOUT](#)

[Welcome Page](#) [Request Information](#) [Impact Information](#) [Spend Details](#)

[Request Information](#)

* indicates required field

Program Title

Test

Program Start Date

07/06/2020

Program End Date

07/07/2020

[SAVE AND PROCEED](#)

- Kada kliknete na **Due** link, to će Vas odvesti na karticu **Request Information (Zahtevaj informacije)** koja obuhvata naziv projekta, početni i završni datum prema Vašem originalnom zahtevu.
- Kliknite **"Save and Proceed" ("Sačuvaj i nastavi")** kako biste nastavili sa radom.

Izveštaj o ishodu

NOVARTIS

LOGOUT

Welcome Page Request Information **Impact Information** Spend Details

Impact Information

* indicates required field

* Did your Program occur?

* Please describe the Actual Results of the program
(4000 character maximum)

* Please describe the objectives fulfilled
(4000 character maximum)

* Are there any payments required to be disclosed under Sunshine Act Payment?

* Are there any future activities Planned?

Supporting Documents Please upload supporting documents.

- To vas dovodi do kartice **Impact Information (Informacije o uticaju)**.
- Popunite sva polja obeležena crvenom zvezdicom.
- Zavisno of datih odgovora, mogu biti potrebni dodatni detalji. Popunite ako je potrebno.
- Učitajte dodatnu prpratnu dokumentaciju izborom funkcije **Upload File (Učitaj fajl)**. U potrebnu dokumentaciju spadaju dokumenti koji potvrđuju da je program sproveden u skladu sa zahtevom i odobrenom namenom sredstava (fotografije, narativni izveštaji, screenshots, finansijski izvodi iz banke, računi i sl.)
- Kliknite **"Save and Proceed" ("Sačuvaj i nastavi")** kako biste nastavili sa radom.

Izveštaj o ishodu



[Welcome Page](#) [Request Information](#) [Impact Information](#) [Spend Details](#)

[Spend Details](#)

* indicates required field

Requested Funding						Novartis Entries		
#	Category	Sub-Category	Description/Details of Spend	Estimated Cost	Currency	Novartis Support Category	Novartis Total Approved Amount	Actual Cost
1	Honoraria	Others	test	10000	EUR	Yes		
Grand Total				10000				0

SAVE AND PROCEED

- To vas dovodi do kartice **Spend Details (Podaci o potrošnji)**.
- Unesite **Stvarne troškove** kategorije potrošnje u polju na desnoj strani.
- Kada završite, izaberite **Save and Proceed (Sačuvaj i nastavi)** kako biste nastavili.

Izveštaj o ishodu



Review Your Impact Report

Please review your impact report information. If you are not ready to submit your impact report at this time, click the "Save Only" button. The impact report will then be available to edit from the Welcome page. Clicking the Submit button will immediately send the report to Novartis and you will then be unable to perform further editing.

Request Information

Program Title Test
Program Start Date 07/06/2020
Program End Date 07/07/2020

Impact Information

* Indicates required field

* Did your Program occur? Yes

* Please describe the Actual Results of the program test

* Please describe the objectives fulfilled test

* Are there any payments required to be disclosed under Sunshine Act Payment? Yes

* Are there any future activities Planned? No

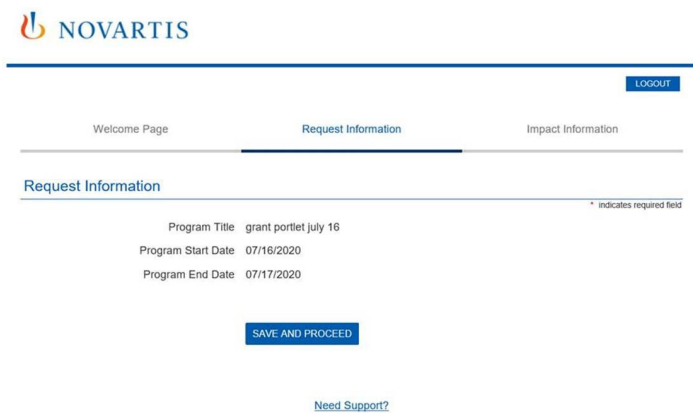
Supporting Documents

Spend Details

* Indicates required field		
Requested Funding	Novartis Entries	

- To vas dovodi do kartice **Review Your Impact Report (Proverite Vaš Izveštaj o uticaju)**.
- Pažljivo proverite informacije koje ste uneli pre podnošenja.
- Ukoliko je potrebno izvršiti bilo koje izmene, kliknite na link za informacije o uticaju i, ako je potrebno, ažurirajte informacije.
- Kada ste spremni za podnošenje, kliknite Submit (Podnesi). Nakon podnošenja, neće se vršiti dodatne izmene.

Izveštaj o programu i edukacionim ishodima



The screenshot shows the Novartis website header with the logo and a 'LOGOUT' button. Below is a navigation bar with three tabs: 'Welcome Page', 'Request Information' (which is active), and 'Impact Information'. Under the 'Request Information' tab, there is a form with the following fields:

- Program Title: grant portlet july 16
- Program Start Date: 07/16/2020
- Program End Date: 07/17/2020

A blue button labeled 'SAVE AND PROCEED' is located below the form. At the bottom of the form, there is a link that says 'Need Support?'. A small asterisk with the text '* indicates required field' is visible on the right side of the form.

- Kada kliknete na **Due** link, to će Vas odvesti na karticu **Request Information (Zahtevaj informacije)** koja obuhvata naziv projekta, početni i završni datum prema Vašem originalnom zahtevu.
- Kliknite "**Save and Proceed**" ("**Sačuvaj i nastavi**") kako biste nastavili sa radom.

Izveštaj o programu i edukacionim ishodima

Impact Information * indicates required field

* Provide actual numbers for the Target Audiences for which this activity was verified

☐	Allied Health Professionals
☐	Caregivers
☐	Dietitian
☐	General Public
☐	Healthcare Administrators
☐	Nurse Practitioners
☐	Nurses
☐	Patients
☐	Payers
☐	Pharmacist
☐	Physician Assistants
☐	Physicians - Primary Care
☐	Physicians - Specialty
0.00 Total	

* Please indicate the highest number of education outcomes achieved, based on Moore's levels

* Approximately what percentage of learners indicated there was no bias within this IME Activity?

* Approximately what percentage of learners stated the educational objectives for the activity were achieved?

* Approximately what percentage of learners indicated they learned something new as a result of this educational activity?

* Approximately what percentage of learners indicated they intend to change behaviors by applying new learning/knowledge or skills in clinical practice?

* Approximately what percentage of learners indicated they did change their behaviors as a result of this educational activity?

* Were any new findings, barriers, or insights gained by learners as a result of the IME activity?

☒

* Please describe new findings, barriers, or insights gained by learners as a result of the IME activity.

(4000 character maximum)

If measured, please indicate the approximate number of patients that learners indicated would benefit from them having participated in this IME activity.

Supporting Documents Please upload supporting documents.

[UPLOAD FILE](#)

[SAVE AND PROCEED](#)

[Need Support?](#)

- To vas dovodi do kartice **Impact Information (Informacije o uticaju)**.
- Popunite sva polja obeležena crvenom zvezdicom.
- Zavisno of datih odgovora, mogu biti potrebni dodatni detalji. Popunite ako je potrebno
- Učitajte dodatnu prpratnu dokumentaciju izborom funkcije **Upload File (Učitaj fajl)**. U potrebnu dokumentaciju spadaju dokumenti koji potvrđuju da je program sproveden u skladu sa zahtevom i odobrenom namenom sredstava (fotografije, narativni izveštaji, screenshots, finansijski izvodi iz banke, računi i sl.)
- Kliknite **"Save and Proceed" ("Sačuvaj i nastavi")** kako biste nastavili sa radom.

Izveštaj o programu i edukacionim ishodima

[Review Your Impact Report](#)

Please review your impact report information. If you are not ready to submit your impact report at this time, click the "Save Only" button. The impact report will then be available to edit from the Welcome page. Clicking the Submit button will immediately send the report to Novartis and you will then be unable to perform further editing.

[Request Information](#)

Program Title test
Program Start Date 08/04/2020
Program End Date 08/05/2020

[Impact Information](#)

* indicates required field

* Provide actual numbers for the Target Audiences for which this activity was certified

• Allied Health Professionals 10.00
• Caregivers 10.00
• Dietitian 0.00
• General Public 0.00
• Healthcare Administrators 0.00
• Nurse Practitioners 0.00

Total 20.00

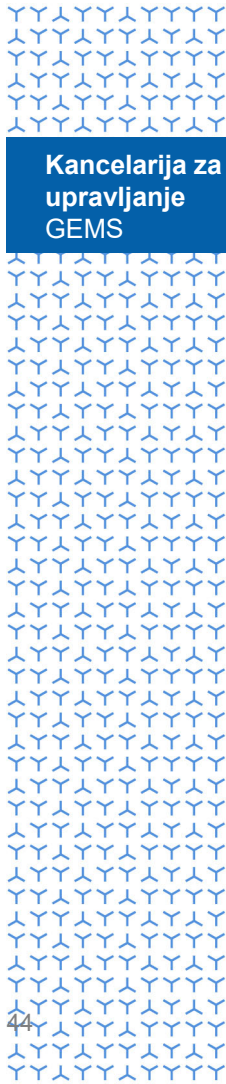
* Please indicate the highest number of education outcomes achieved, based on Moore's levels

Level 4 - Competency

* Approximately what percentage of learners indicated there was no bias within this IME Activity?

70-84%

- To vas dovodi do kartice **Review Your Impact Report (Proverite Vaš Izveštaj o uticaju)**.
- Pažljivo proverite informacije koje ste uneli pre podnošenja.
- Ukoliko je potrebno izvršiti bilo koje izmene, kliknite na link za informacije o uticaju i, ako je potrebno, ažurirajte informacije.
- Kada ste spremni za podnošenje, kliknite Submit (Podnesi). Nakon podnošenja, neće se vršiti dodatne izmene.

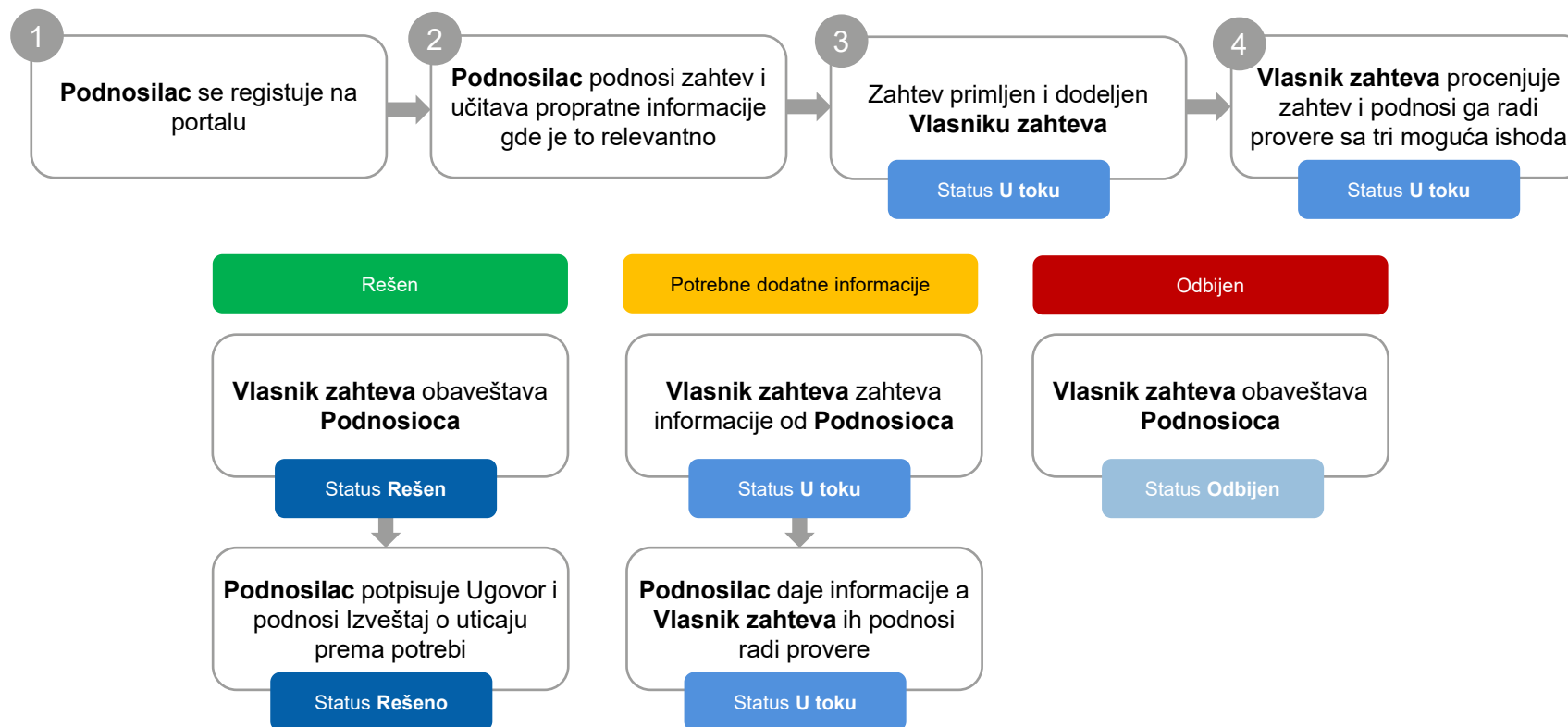


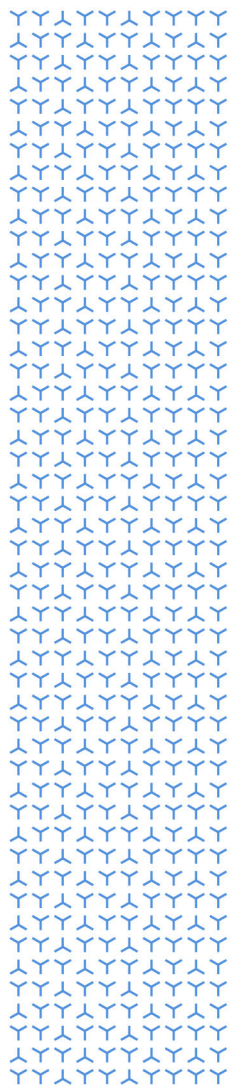
Kancelarija za globalno
upravljanje
GEMS

Odeljak 4

Dodatni podaci

Radni tok odobrenja





Hvala Vam!