Welcome to ELFI 2.0

The purpose of ELFI is to collect relevant information on research funding programmes, such as open calls for tender, scholarships, competitions etc. The main concept is to gather information, keep it up to date and to provide it as accessible and reliable data in an online-database. ELFI, allows their clients, for example funding consultants and scientists to get a general idea of the available funding opportunities existing for different subjects and scientific disciplines as well as to explore programmes more specifically according to their own special profile.

**With the help of the new functions of ELFI 2.0, you …:**

- are able to use ELFI without Java,
- get access to all selection trees at first glance,
- can create your own collection of information with the help of a dossier function,
- may administrate changes to your password on your own,
- may use a restricted version of ELFI without being registered,
- may refer to extracted information extracted from ELFI within your own website

**Getting access to ELFI**

To enter the database, please visit our Homepage [http://www.elfi.info/](http://www.elfi.info/) and follow the link “Database research”.

The user interface of ELFI will appear immediately in a new tab of your browser window. For getting access to ELFI, you have to use a computer that is located within an ELFI-customer institution. Each single request for entering ELFI is checked for authorization to ensure that it belongs to an authorized network. If you want to use ELFI at home or on your laptop you have to establish a Virtual Private Network connection (VPN) - otherwise you will be rejected with an error “403”.
At one glance, the user receives an overview of those programmes expiring within the next 14 days. You have to click on any tree on the left side and highlight the category in blue. Subsequently you will receive the standard view of actual programmes within ELFI.

Even without being registered, some functions are already available, like browsing through different topics within the selection trees. Nevertheless, the whole dimension of functions is only available for users who are logged-on. Once logged on to ELFI, a user may conduct selections among different categories with the help of check-boxes and therefore combine different categories individually. In case an information item within ELFI seems relevant for your colleagues, ELFI provides you with an adequate tool to share this information with them via E-Mail.

ELFI’s visual display unit
The ELFI user interface consists of two main parts: The selection trees on the left side and the display of results on the right side. When in search of relevant information, you basically use the selection trees which enable you to combine different categories, like research topics, types of funding, participating countries, types of institutions, etc. For a detailed description of these functions, see “Profile-oriented selection of categories”.

Selecting your preferred language
Users with an English-preferring browser automatically enter the English version of ELFI. If requested, you can switch to German by changing the settings of your browser. Afterwards you only need to reload the page in your browser.
Registration
Before using ELFI for the first time, it is necessary to visit the menu item “Register” at the top of the page.

Please fill in the registration form completely. Username and password are freely eligible (the username is restricted to an amount of 20 characters, the password has to contain 8 to 20 characters). Please consider that the use of special characters is not possible. After that you click the button “Register”. If the form has not been filled in correctly or the username is already taken by someone else you will get a corresponding error message. To log-on ELFI after the registration process, please click the button “Login”. Note: Users who are already familiar with the old version of ELFI may use their existing account; it is still valid for the usage of ELFI 2.0.

Login
The button “Login” will lead you to the full scope of applications. Check-boxes beneath the trees and additional applications like “Settings” or “Dossier” will appear on the screen. After logging out, your last selections are stored automatically, so after a new log-in the ELFI screen will be the same as before leaving. The interval for working with ELFI covers a time of 30 minutes, if in this time frame no actions are registered by the system, you will be logged out automatically.
**Settings**

The button “Settings” reveals information to the user’s own personal data, these settings can be changed at any time by the user on his own.

**Dossier**

Important information found by the user can be saved as information collection within a dossier. The dossier function serves to inform other interested users within one institution about relevant sources of information. From the detailed view within a programme, sponsor or contact person you are able to collect data and forward them afterwards.

For the direct transmission of information, please use the function “Recommend”.
To delete items within a dossier use the dustbin-icon at the end of a row.

Send Dossier
With the help of the function “Add Profile E-Mail Addresses” the deposited e-mail addresses from your profile automatically adopted.

Recommendation
This function is used to mail sources of information directly. If you forward relevant findings to your own e-mail address, you will receive a useful link that can be used to integrate these information within your own web pages.
Within the forwarding process, a separate editing window appears. Via e-mail you can send your findings to any recipient.

If you want to receive a copy, please mark the field “Obtain a Copy”. The e-mail editor also allows you to set individual formatting options. The symbol “Editor maximieren” helps to maximize the editor to the full scope of your screen. Via e-mail, the addressee receives an URL pointing at the corresponding program within ELFI. Please take into consideration that this is only possible within authorized networks.

Print
Furthermore, it is possible to print information from ELFI directly:

- Print Funding Programme
- Print Sponsor
- Print Contact Person

Profile
In addition to your own profile, you are invited to create further profiles for the benefit of third parties. This function is especially useful to funding consultants who wish to generate and work with profiles for different scientists they work for. Once a new profile has been generated, it may serve as a template you always can go back to for future investigations. You switch back to your own profile by clicking at “Your own Profile”.

Profile
Create a Profile
Delete a Profile
Resetting Profile
Your own Profile

Profile
Create a Profile
Delete a Profile
Resetting Profile
Your own Profile

Department 1
Once created a profile also can be deleted by the user himself at any time. Please note: To be able to delete one of your sub-profiles you have to change to the mode “Your own profile”.

**Resetting a profile**
With the function “Resetting Profile” all previous selections of categories will be removed. All check-boxes will be reset to start a new search.

**Setting a time frame**
After the login you receive an overview of “Current Programmes”. These may be marked with the symbols *neu* (new) or *geändert* (updated). The menu bar “Timeframe” allows you to specify the interval of time (1 day up to 4 weeks).

**Please note:** Changing time settings is only possible while being logged-in.
Using the menu bar “View” is only useful in combination with the menu bar “Timeframe”. Click on the particular tab to make a choice. You can observe the respective changes immediately on the right side of your screen. There are the following distinctions:

- “*New and modified Programmes*”
  This category shows the new or modified entries listed in the database (for example updated information on substantial changes, deadlines, etc.).

- “*Current Programmes*”
  In this list you can find all currently active programmes whose deadlines have not expired yet.

- “*Expired Programmes*”
  A programme archive that only includes programmes with deadlines which have already passed. Most of these programmes may be announced once again at a later date.

Note: If you receive the message “*No Funding Programmes on …*” the time period may have been chosen too narrowly (default setting: 2 weeks).
General and Specific Programmes

Within the list of results you will find a differentiation between “General” and “Specific” programmes. This classification can also be found among the respective category, e.g. “History” (90 General / 49 Specific). The sorting “General” always refers to the superordinate category (here: “History”) while “Specific” refers to respective sub-categories (e.g. “History of Science”). When visiting each sub-category belonging to “History”, there will not be any further subdivision because you are already at the bottom of differentiation.

Sorting the result list

The result list can be sorted by sponsor, programme or deadline either in an ascending or descending way. To make use of another sorting, you have to click on the respective category at the top and the sortation arrow will appear.

<table>
<thead>
<tr>
<th>Sponsor</th>
<th>Funding Programme</th>
<th>Deadline</th>
</tr>
</thead>
<tbody>
<tr>
<td>ADAMAS Stiftung Gött. Hütter</td>
<td>Adamas Stiftung - Stipendien für interkulturelle Studien am griechisch-deutschen und polnisch-deutschen Beispiel</td>
<td>offen</td>
</tr>
<tr>
<td>AHFFG - Arbeitskreis Historische Frauen- und Geschlechterforschung</td>
<td>AHFFG - Dissertationspreis</td>
<td>01. März 2015</td>
</tr>
<tr>
<td>Alfred Toepler Stiftung F.V.S.</td>
<td>Alfred Toepler Stiftung F.V.S. - Archiv-Stipendien</td>
<td>offen</td>
</tr>
<tr>
<td>Andrasy Universität Budapest</td>
<td>Andrasy Universität - Europa Stipendien für Studierende im Master-Programm &amp; Ph.D.-Programm</td>
<td>30. Juni 2013</td>
</tr>
</tbody>
</table>
Results sorted by Deadline, descending

<table>
<thead>
<tr>
<th>Sponsors</th>
<th>Funding Programme</th>
<th>Deadline</th>
</tr>
</thead>
<tbody>
<tr>
<td>AKHFG - Arbeitskreis Historische Frauen- und Geschlechterforschung</td>
<td>AKHFG - Dissertationen-Preis</td>
<td>01. März 2015</td>
</tr>
<tr>
<td>Deutsches Liturgisches Institut, Wissenschaftsförderung der Sparkassen-Finanzgruppe e.V.</td>
<td>Deutsches Liturgisches Institut - Balthasar-Flacher-Preis</td>
<td>31. Januar 2014</td>
</tr>
<tr>
<td>Wissenschaftsförderung der Sparkassen-Finanzgruppe e.V.</td>
<td>Wissenschaftsförderung der Sparkassen-Finanzgruppe - European Savings Banks Academic Award</td>
<td>31. Dezember 2013</td>
</tr>
</tbody>
</table>

Paging within the result list
To support the user in finding structured results, the list of results is divided into several pages providing fifteen entries per page. The number of programmes shown per page can be defined manually. By clicking on an arrow or the respective page number you can switch between pages.

Scrolling back and forth within the result list
Scrolling back and forth between programmes is also possible by using the header within the detailed view of a program. The blue arrow leads you to the previous or following item.
Profile-oriented selection of categories

Six selection are combined to filter programmes from the system. Each selection tree helps to combine or exclude several criteria. General overview of selection trees within ELFI:

- **Funding Programmes sorted by Research Topics**
  - Research Topics (2116 / 2114)

- **Funding Programmes sorted by Kinds of Support**
  - Kind of Support (22 / 2801)

- **Funding Programmes sorted by Interdisciplinary Topics**
  - Interdisciplinary Topics (1B14 / 1216)

- **Funding Programmes sorted by Areas**
  - World (1632 / 2190)

- **Funding Programmes sorted by Eligible Institutions**
  - General (2129 / 701)

- **Sponsors**
  - All Sponsors

**Funding Programmes sorted by Research Topics**

This selection tree is the most important one where the main research subjects can be set. Altogether, there are four main categories:

- **Engineering Sciences**
- **Humanities and Social Sciences**
- **Life Sciences**
- **Natural Sciences**

Subjects forming the ELFI selection tree “Research Topics” are created on the basis of the “DFG Review Boards”, see: [http://www.dfg.de/en/dfg_profile/statutory_bodies/review_boards/index.html](http://www.dfg.de/en/dfg_profile/statutory_bodies/review_boards/index.html)

**Funding Programmes sorted by Kinds of Support**

This selection opportunity provides you with the possibility of setting limits to selected types of funding, e.g. project, postgraduate studies, scholarship etc..

**Funding Programmes sorted by Interdisciplinary Topics**

This tree serves as an addition to the selection tree “Research Topics”. Among this category interdisciplinary topics like “Gender Studies” or “Human Rights” can be chosen.

**Funding Programmes sorted by Areas**

Among this section, you can choose between different countries or regions that are eligible for funding. This selection opportunity may be useful for collaborative / joint research projects.

**Funding Programmes sorted by Eligible Institutions**

An open call can be addressed to one or more interest groups eligible for funding. Several distinctions can be made, for example: companies, public research or other institutions like non-profit organizations.

**Sponsors**

Among this category you will find all sponsors registered on ELFI together with their funding opportunities.
Selection and Browsing

“Selection” and “Browsing”: These two operations are the most important steps while working with ELFI. Both functions must be used successively to ensure that the results will be displayed as requested.

1. **Selection: Pre-selection by marking check boxes**
By marking the respective boxes, the first selection for categories of your interest is set.

![Selection and Browsing](image)

Selected Kind of Support: “Project”
Selected Eligible Institutions: “Company”

2. **Browsing: Concrete display of results, at your current position within a selection tree**
Your position should be the tree “Research Topics”. In the case that a research theme is of interest its check-box already should have been marked (see step 1). Now it has to be activated by clicking on it in order to expose corresponding results - the category is highlighted in blue. In case of more than one topic highlighted, you have to go up or down on each single topic and highlight it in blue.

**Overview of results: Projects for Companies within “Computer Sciences”**

![Overview of results](image)

**Hint:** Within the selection tree “Funding Programmes sorted by Research Topics” the selection of several research themes is not necessarily required. In most cases it is sufficient to set checkmarks only within the other trees, like “Kinds of Support” and switch back to the “Research Topics” afterwards. By clicking on each relevant research category gradually (blue highlight), you'll receive the corresponding results on the right side of your screen. Summarizing, the selection is necessary to set a preselection in the first place. Only after highlighting this category in blue in the second place, the result will be displayed as requested.
**Full text search**
The input field for full text search (top right) can be used from all positions within the ELFI database. The search terms may be entered in English or German. Within the result list you can switch from the headline to see the entries' detailed view. The full text search works with a truncation and is case insensitive. The combination of search terms is automatically interpreted as a conjunction.

*Full text search by entering keywords into the search field*

<table>
<thead>
<tr>
<th>User Manual</th>
<th>Settings</th>
<th>Dossier</th>
<th>Profile</th>
<th>Logout</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>rare diseases Search</td>
</tr>
</tbody>
</table>

After entering a search term, a result list will be displayed. By clicking at the headline of an extract, you will find a more detailed description:

Keyword: rare diseases

Search for: Funding Programme [ ] Sponsor [ ] Contact Person

Topicality: [ ] Current Entries [ ] Archive [ ] All Items

Nur Treffer zeigen, die zum eigenen Profil passen: [ ]

Your search results in 6 hits.

**Sponsor: Gebert Ruf Stiftung**
**Relevance**: 0.59712344
**Found Documents**: Gebert Ruf Stiftung | Home DE
**Document Types**: Homepage **Relevance**: 0.59712344
**Excerpt**: Nur ProjekteAktive HandlungsfelderVENTURE KICK BREF RARE DISEASES ASCN

**Sponsor: Recordati**
**Relevance**: 0.522483
**Excerpt**: and marketing of pharmaceuticals for primary care as well as orphan drugs for the treatment of rare

**Sponsor: NIH - National Institutes of Health**
**Relevance**: 0.5168644
**Excerpt**: and rare diseases. Composed of 27 Institutes and Centers, the NIH provides leadership and financial

**Funding Programme: ESF - Medical Sciences / European Medical Research Councils (EMRC)**
**Relevance**: 0.480915 : often
**Excerpt**: like arthritis, musculoskeletal disorders and skin diseases. Rare diseases and specific patient

**Funding Programme: Gebert Ruf Stiftung - "Rare Diseases - New Approaches"**
**Relevance**: 0.4785618 : 09. August 2013
**Excerpt**: approaches in the diagnosis and treatment of Rare Diseases. The knowledge gained should lead to a

**Funding Programme: ESF - ESF-ENS@T (European Network for the Study of Adrenal Tumors)**
**Relevance**: 0.39912658 : often
**Excerpt**: cortical carcinomas). Adrenal tumors are rare diseases that can be sporadic, or occur in rare congenital
Detail views
The detail view reveals further information on the following objects: Funding Programme (see example), Sponsor (see example), Contact Person and Document.

Detail view “Funding Programme”

**Royal College of Physicians**

**Sponsor Programme**

<table>
<thead>
<tr>
<th>Type</th>
<th>Research Topics</th>
<th>Interdisciplinary Topics</th>
</tr>
</thead>
<tbody>
<tr>
<td>Endocrinology, Diabetology, Metabolism</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Description**
Applications are invited for the Samuel Leonard Simpson fellowships in endocrinology. Their purpose is to enable endocrinologists to learn new techniques and acquire new experiences, ideas and stimulation through travel and the exchange of ideas. In doing so, they will honour the name of Dr. Samuel Leonard Simpson, a pioneer of British endocrinology.

**Application**
Applications will be considered from suitably qualified people in the UK wishing to make visits abroad, or from those abroad wishing to visit the UK. Up to £8,000 is available, which may be awarded to one or more candidates.

**Restrictions**
Suitably-qualified endocrinologists are eligible.

**How to apply**
An application form can be found below. Applications should be addressed to the academic vice-president and submitted, ideally, via email: brutfunds@profound.ac.uk

ELFI records a great bandwidth of programmes. Nevertheless, if you are missing an entry or need help with operating functions, please do not hesitate to write an e-mail to: elfi@elfi.info.