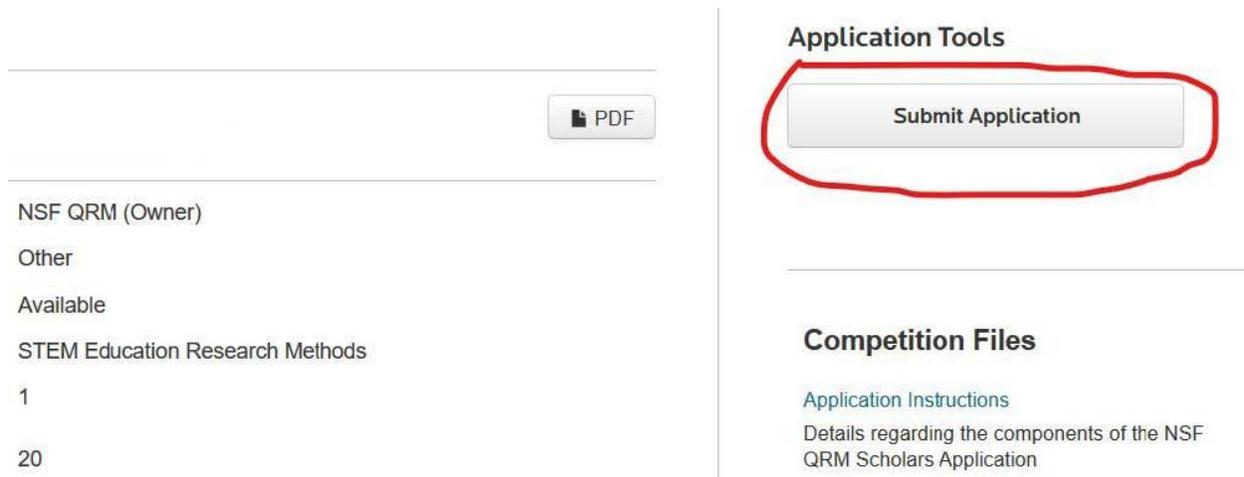


# Quantitative Research Methods for STEM Education Scholars Program

## Accessing the Application Portal

### STEP 1: Follow the link to the application portal

- For the active link, visit the [Application page](#) on our website.
- Once you've clicked on the link, you should see a page that looks like the image below
  - For those using screen readers, the image below shows a page split in half. On the left, the details of the current application are given. On the right, there is a header labeled "Application Tools", beneath which is a button that says "Submit Application".
- Click the button that says "Submit Application".



If you have any further questions about the application, please consult our [Frequently Asked Questions page](#) or contact us via email at [nsf-qrm-scholars@umd.edu](mailto:nsf-qrm-scholars@umd.edu).

## STEP 2: Register Your New Account

- You should be navigated to a page that shows two options: on the top, there will be a box that says “Login for University of Maryland Users”, and beneath that, there will be a box that says “Login for Other Users”.
- At the bottom of the box that says “Login for Other Users”, there is a button that says “Register”.
- Click on the button to register.

The image shows a web form titled "Login for Other Users". The form includes a heading, a sub-heading, two input fields for "Email Address" and "Password", a "Forgot your password?" link, a "Remember Me" checkbox, and a "Log In" button. At the bottom, there is a "Register" button with a right-pointing arrow, which is circled in red. The text next to the "Register" button reads: "Don't have an account and not a University of Maryland user? Try registering for an account." A small blue question mark icon is also present next to the text.

### Login for Other Users

If you have an account but aren't part of University of Maryland, enter your email and password below to log in.

**Email Address:**

**Password:**

[Forgot your password?](#)

Remember Me

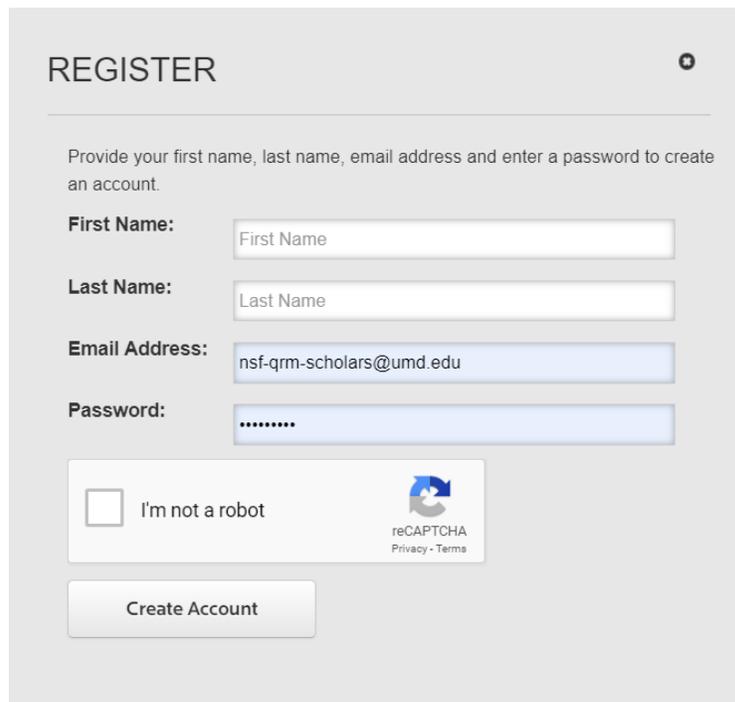
**Log In**

Don't have an account and not a  University of Maryland user? Try registering for an account.

**Register >**

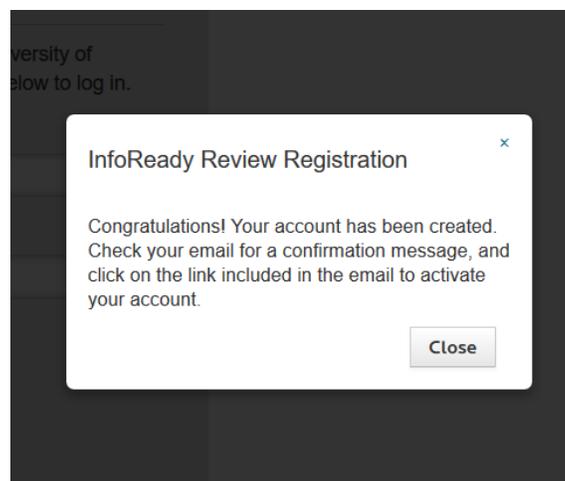
### STEP 3: ENTER YOUR ACCOUNT DETAILS

- A pop-up screen will open in your browser and will ask you to enter your account details, including your name, email address, and password.
- When you click “I’m not a robot”, you will be prompted to solve “reCAPTCHA” puzzle.
- Finally, click the “Create Account” button to create your account, and a confirmation will be sent to your email.



The screenshot shows a registration form titled "REGISTER". Below the title is a sub-header with a close icon. The form contains the following elements:

- Instructional text: "Provide your first name, last name, email address and enter a password to create an account."
- Form fields:
  - First Name:** Input field with placeholder text "First Name".
  - Last Name:** Input field with placeholder text "Last Name".
  - Email Address:** Input field containing the email address "nsf-qrm-scholars@umd.edu".
  - Password:** Input field with masked characters ".....".
- reCAPTCHA: A checkbox labeled "I'm not a robot" next to the reCAPTCHA logo and "reCAPTCHA Privacy - Terms" link.
- Create Account** button.

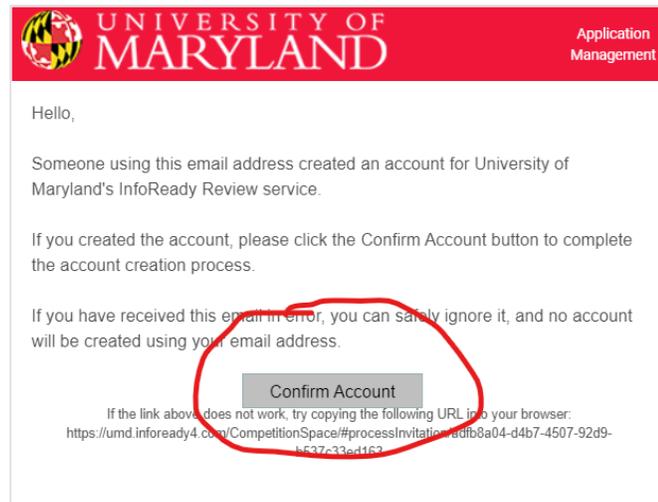


## STEP 4: CONFIRM YOUR ACCOUNT VIA EMAIL

- You should receive an email to the account you listed during registration with the subject line “InfoReady Review - Registration Successful” from support@inforeadyreview.com (account owner Hana Kabashi).
- Click on the “Confirm Account” button in the body of the email.

InfoReady Review - Registration Successful ▷ Inbox x

Hana Kabashi <support@inforeadyreview.com>  
to Tessa ▾



## STEP 5: RETURN TO THE PAGE FROM STEP 2 & LOGIN

- Return to the page from Step 2 and enter your new account information in the “Login for Other Users” section of the page.
- You may need to re-enter the link from Step 1 (see our [Application page](#) on our website for the current link) to access the application.
- Enter your information into the application system as described in the Application Instructions document on our Application page.

## **STEP 6: SAVE OR SUBMIT YOUR APPLICATION**

- If you would like to save your application and return to it later, you will have the option to click “Save as Draft” at the very end of the application screen. You will be able to access your application later by returning to your account and clicking “Manage” in the options ribbon at the top of the application portal page.
- If you are ready to submit your application, you can do so by clicking “Submit Application” at the bottom of the application screen. All components of the application are required, and you may be prompted to fill in any missing information before you are able to submit.

## **STEP 7: APPLICATION RECEIPT & REVIEW**

- Once you have submitted your application, you should receive an email confirmation that your application has been received.
- If you have saved your application as a draft but have not submitted by the deadline, your application will not be received by the review committee and will not be reviewed. Incomplete applications will not be accepted, and applications will not be accepted except via the application portal.