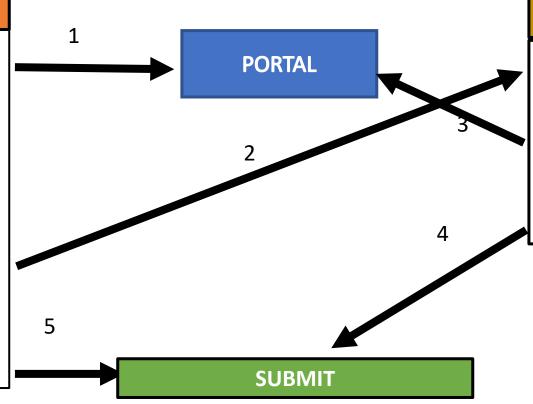


## FLOW CHART SCIENCE COMMUNICATION PRIZE APPLICATION PROCESS

## **APPLICANT**

- Sign up to portal. https://portal.pmscienceprizes.org.nz
- Make sure you use the same email address you signed up throughout the process.
- Log in when you are ready
- Make a profile in the portal.
- You will be asked to upload your CV.
- Complete the application and budget template and upload as PDF's.
- Enter name and email address of 1 referee.
- Accept Terms and Conditions
- The application will remain in 'draft' form and changes can be made at any time until you submit.
- Remember that you will be unable to submit until your referee has submitted their completed referee template.
- Submit



## REFEREE

- Referee must click the link in email verification (check spam folder too)
- Referee signs up and logs into portal.
- The referee must use the same email address throughout the whole process.
- Referee makes a Profile in the portal.
- Referee uploads CV.
- Referee uploads in PDF for the completed referee template.
- Submit