



**National  
Supercomputing  
Centre**

# **PROJECTS PORTAL USER GUIDE V4.0**

**(Updated 18 Oct 2024)**

**NSCC.SG**

National Supercomputing Centre (NSCC) Singapore

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## 1. Introduction

This user guide serves to assist you in navigating the NSCC Projects Portal (<https://projects.nsc.sg/>). The Projects Portal is meant for all NSCC users to view and create your project application for the use of NSCC's supercomputing resources.

**Note:** The Projects Portal currently only shows ongoing projects under the Call for Project scheme. Projects under other schemes (i.e., Call for Educational HPC Projects, Industry Track) will not be shown.

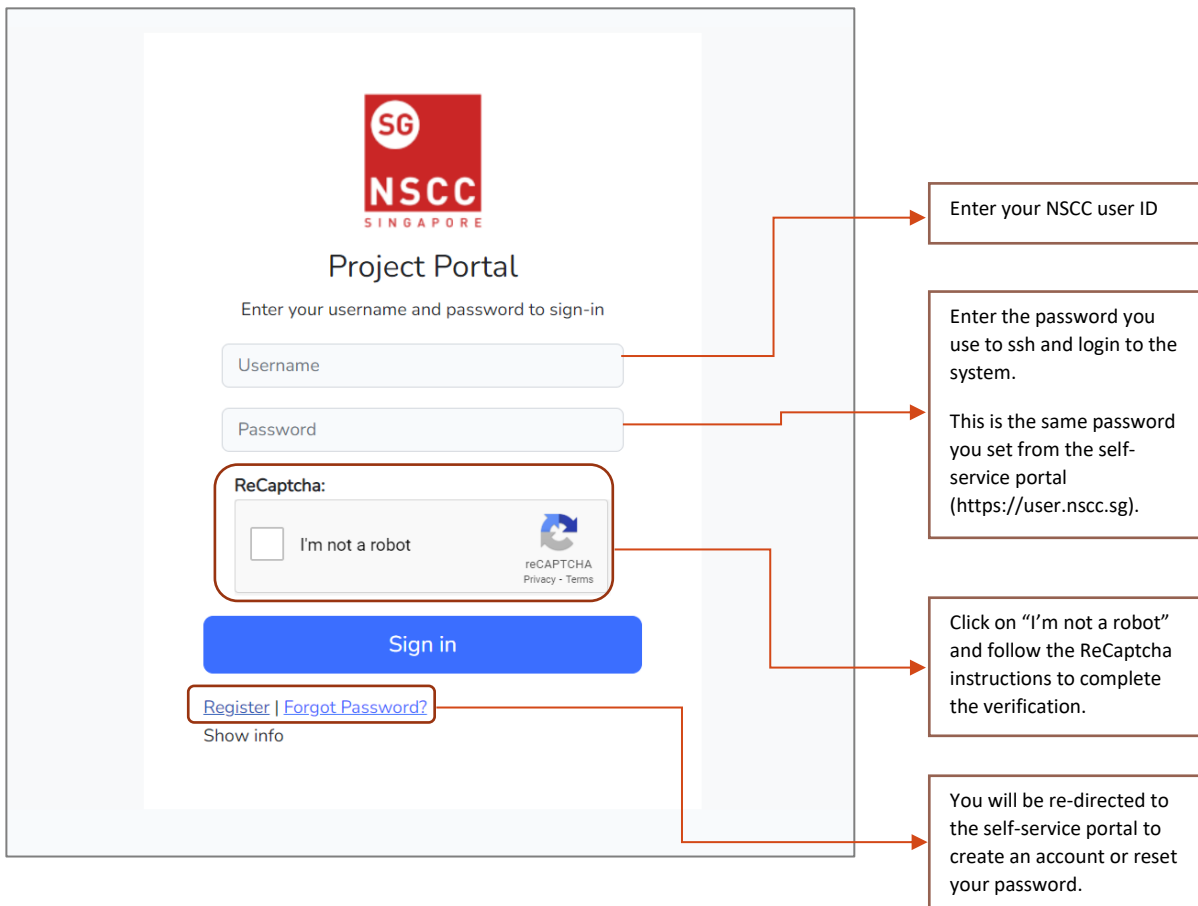
## 2. Login Page

1) Enter your NSCC user ID and password.

- a) This is the same user ID and password you obtained and set from the self-service portal (<https://user.nsc.sg/>).
- b) If you do not have an account:
  - i) For users from NUS, NTU, A\*STAR, SUTD, TCOMS, SMU, SIT, SP, TP and RP users, please click on "Register" to apply for one.
  - ii) For **all other users** – Request for an account via <https://new.nsc.sg/>. Note that the account request is subject to approval (up to 3 working days).

2) Verify the ReCaptcha by clicking on the "I'm not a robot" checkbox.

3) Click on "Sign In"



The screenshot shows the NSCC Project Portal login interface. The NSCC Singapore logo is at the top. Below it, the text "Project Portal" is displayed. A prompt "Enter your username and password to sign-in" is followed by two input fields: "Username" and "Password". Below these is a ReCaptcha section with a checkbox labeled "I'm not a robot" and a ReCaptcha logo. A blue "Sign in" button is positioned below the ReCaptcha. At the bottom, there are links for "Register", "Forgot Password?", and "Show info".

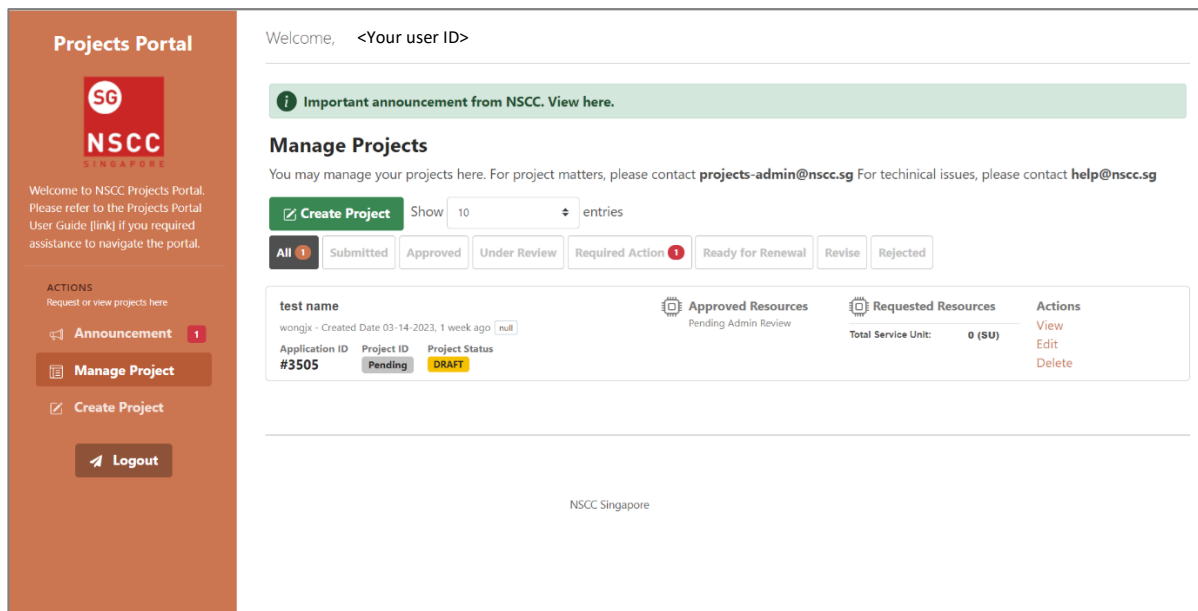
Annotations on the right side of the image provide instructions for each field:

- Enter your NSCC user ID**: Points to the Username field.
- Enter the password you use to ssh and login to the system.**  
**This is the same password you set from the self-service portal (<https://user.nsc.sg/>).**: Points to the Password field.
- Click on "I'm not a robot" and follow the ReCaptcha instructions to complete the verification.**: Points to the ReCaptcha checkbox.
- You will be re-directed to the self-service portal to create an account or reset your password.**: Points to the "Register" and "Forgot Password?" links.

### 3. Homepage Interface

Once you have successfully logged in, you will be directed to the summary page of all your projects under the Call for Project Scheme, as shown below.

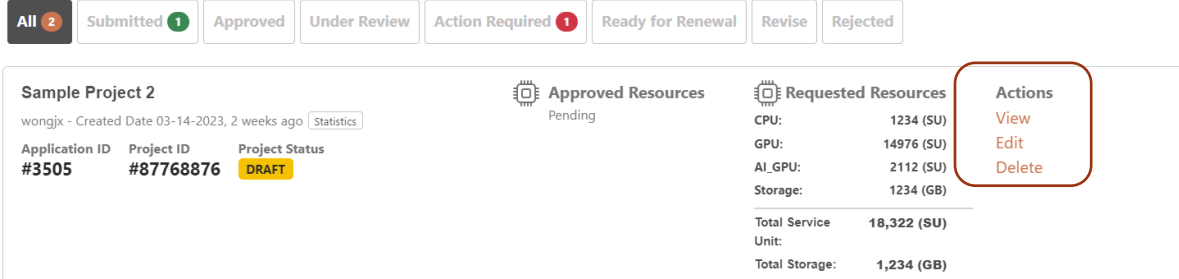
Please note that you will only see the projects if you are the Project Applicant.



The screenshot shows the NSCC Projects Portal homepage. On the left is a sidebar with the NSCC logo, a welcome message, and navigation links: 'Announcement' (with a red notification badge), 'Manage Project', 'Create Project', and 'Logout'. The main content area starts with a 'Welcome, <Your user ID>' message, followed by an 'Important announcement from NSCC. View here.' banner. Below this is the 'Manage Projects' section, which includes a 'Create Project' button, a 'Show 10 entries' dropdown, and a series of status tabs: 'All' (selected, with a red notification badge), 'Submitted', 'Approved', 'Under Review', 'Required Action' (with a red notification badge), 'Ready for Renewal', 'Revise', and 'Rejected'. A project card for 'test name' is displayed, showing details like 'wongjx - Created Date 03-14-2023, 1 week ago', 'Application ID #3505', and 'Project Status' with 'Pending' and 'DRAFT' tags. It also shows 'Approved Resources' (Pending Admin Review), 'Requested Resources' (Total Service Unit: 0 (SU)), and 'Actions' (View, Edit, Delete). The footer of the main content area says 'NSCC Singapore'.

Project Status	Description
All	This tab lists all the projects in every status.
Submitted	This tab lists all the applications you have submitted and is pending for first-level verification by NSCC.
Approved	This tab lists all the projects that have been approved.
Under Review	This tab lists all the applications that have been verified by NSCC and are pending for review and approval by the committee.
Action Required	This tab lists all the applications / projects that need your action: <ul style="list-style-type: none"> <li>1. "Draft"</li> <li>2. "Revise"</li> </ul>
Ready for Renewal	This tab lists all the projects that are due for renewal for the next project cycle. You will need to submit a renewal if you want to continue your project for another year.
Revise	This tab lists all the applications that need to be revised. Please check the "Administrator's Remarks".
Rejected	This tab lists all the projects that are rejected. Please check the "Administrator's Remarks".

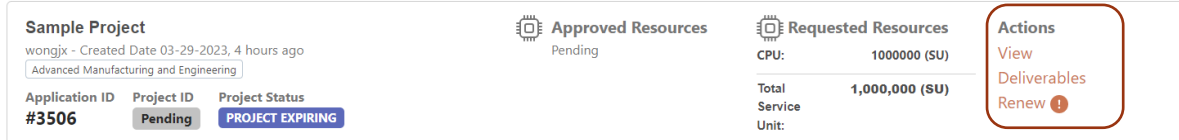
### 3.1. All Projects



The screenshot shows a navigation bar with tabs: All (2), Submitted (1), Approved, Under Review, Action Required (1), Ready for Renewal, Revise, and Rejected. Below is a project card for 'Sample Project 2' by 'wongjx', created 2 weeks ago. The card includes a 'Statistics' link, application ID #3505, project ID #87768876, and a 'DRAFT' status. It shows 'Approved Resources' as 'Pending' and 'Requested Resources' as CPU: 1234 (SU), GPU: 14976 (SU), AI\_GPU: 2112 (SU), Storage: 1234 (GB), Total Service Unit: 18,322 (SU), and Total Storage: 1,234 (GB). An 'Actions' menu is highlighted with a red box, containing 'View', 'Edit', and 'Delete' options.

- 1) View – View the summary page of the application form.
- 2) Edit – Edit the application form.
- 3) Delete – Delete the application form. Note that you will not be able to recover the deleted form.

### 3.2. Ready for Renewal Projects



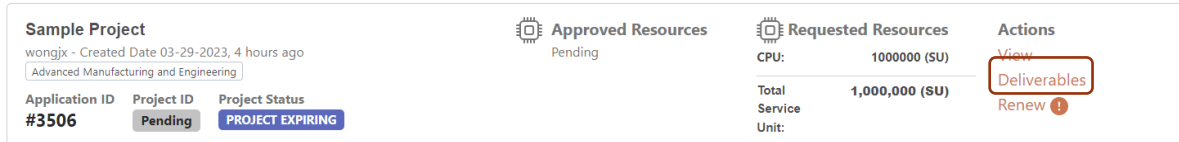
The screenshot shows a project card for 'Sample Project' by 'wongjx', created 4 hours ago. The card includes a 'Statistics' link, application ID #3506, project ID #87768876, and a 'PROJECT EXPIRING' status. It shows 'Approved Resources' as 'Pending' and 'Requested Resources' as CPU: 1000000 (SU), Total Service Unit: 1,000,000 (SU). An 'Actions' menu is highlighted with a red box, containing 'View', 'Deliverables', and 'Renew' options.

- 1) View – View the summary page of the application form.
- 2) Deliverables – Update the deliverables for the current project cycle.
- 3) Renew – Click if you wish to renew your project to the next cycle.  
**Note that your project will be changed into “Draft” status, and you will need to click on Edit to complete and submit the application form.**

### 4. Deliverables Update

Please update your project deliverables on our Projects Portal. You are required to update your deliverables achieved by the end of the project cycle, or when your project ends.

Step 1: Click on the “Deliverables” tab to update your deliverables achieved.



The screenshot shows the same project card as in Step 1, but the 'Deliverables' tab is now selected in the 'Actions' menu, highlighted with a red box.

Step 2: Fill up the relevant fields accordingly. Please indicate “0.” if the field is not applicable.

Step 3: Click on the “Submit” button to complete the update.