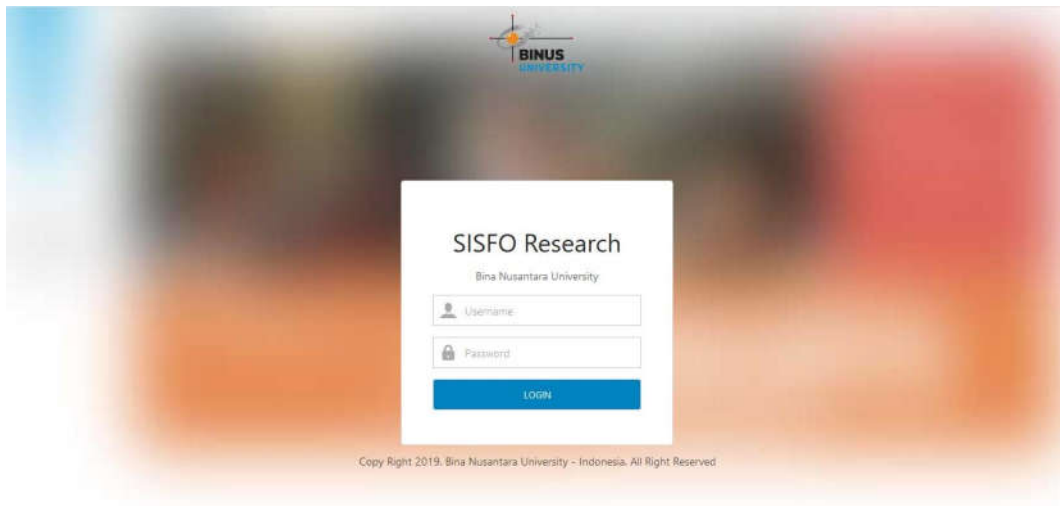


## Login

---

### Login Page

1. Buka link <https://simlitbinus.apps.binus.ac.id/> lalu browser akan menampilkan halaman seperti dibawah ini :



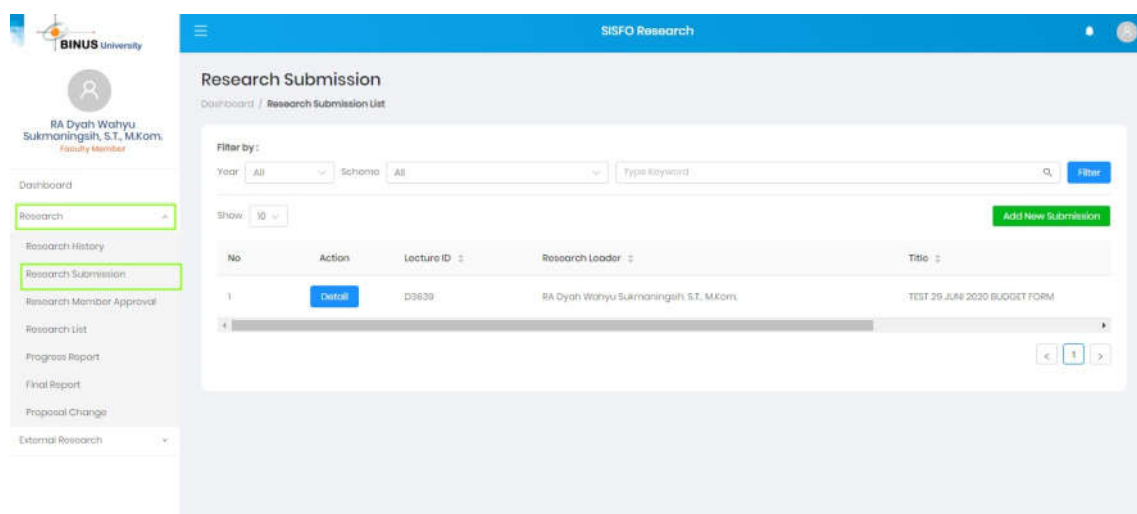
2. Masukkan username dan password kemudian klik button login

## Proposal

---

### Dosen Input Proposal

1. Jika sudah berhasil login sebagai dosen, dosen dapat masuk ke halaman Research Submission dengan cara klik menu Research -> Research Submission , seperti dibawah ini :



- Setelah berada di halaman Research Submission, klik button Add New Submission untuk input proposal research baru dan akan diarahkan ke halaman proposal registration (Step pertama dari Form Research Submission)

The screenshot shows the 'Research Submission Form' interface. At the top, there is a progress bar with seven steps: Registration, Research Team, Content, Outcome, Budget, Schedule, and Finalize. Below the progress bar, the '1. Registration Form' section is visible, containing four input fields: Title (with the value 'TEST 26 JUNI 2020 BUDGET FORM'), Schema (with the value 'Penelitian Unggulan Binus'), Location (with the value 'bandung'), and Scope of Research (with the value 'sds').

- Isi semua yang bertanda bintang, isi title, pilih schema, isi juga location dan scope of research

This screenshot shows the '1. Registration Form' with the following filled-in fields: Title: 'Data Mining with Pandas, NetworkX, and Orange'; Schema: 'Penelitian Unggulan Binus'; Location: 'Bandung'; and Scope of Research: 'Rosombio Biological Neural Networks'.

- Jika belum mengisi title, memilih schema, juga mengisi location dan scope of research tetapi dosen klik button save/continue maka akan ada validasi, dan juga akan ada pesan untuk mengisi field yang mandatory.

This screenshot shows the '1. Registration Form' with red validation messages for the Title, Schema, Location, and Scope of Research fields. The messages are: 'Please enter title', 'Please select schema', 'Please enter location', and 'Please enter scope of research'.

5. Lalu pilih TKT Indicator Category, dan TKT Score

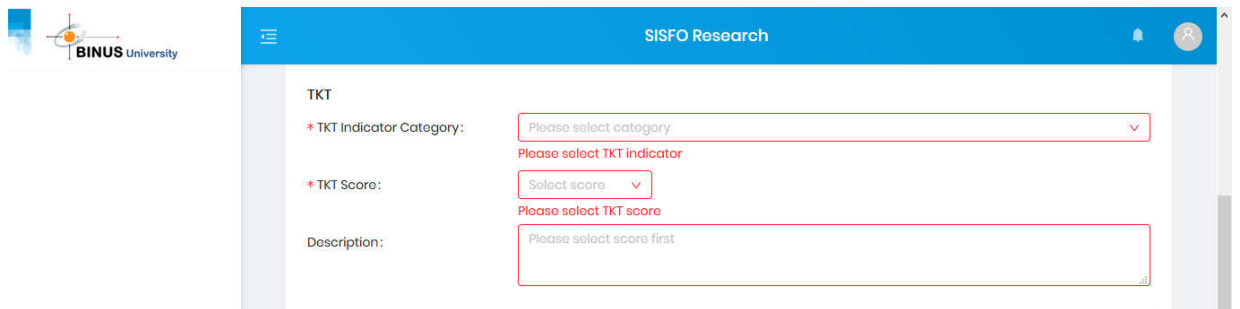


The screenshot shows the SISFO Research form with the following fields:

- TKT Indicator Category:** TKT Jenis Umum dan Hard Engineering
- TKT Score:** 1
- Description:** Prinsip dasar dari teknologi diteliti dan dilaporkan

List Option TKT Score akan mengacu kepada Schema dan TKT Indicator yang dipilih oleh dosen, jika dosen sudah memilih TKT Score, maka textarea Description akan otomatis terisi.

6. Jika belum memilih TKT Indicator Category, TKT Score, dan Schema, tetapi dosen klik button save/continue maka akan ada validasi, dan juga akan ada pesan untuk memilih dropdown yang mandatory.



The screenshot shows the SISFO Research form with validation messages:

- TKT Indicator Category:** Please select category
- TKT Score:** Select score
- Description:** Please select score first

7. Dosen juga diwajibkan untuk memilih Research Length

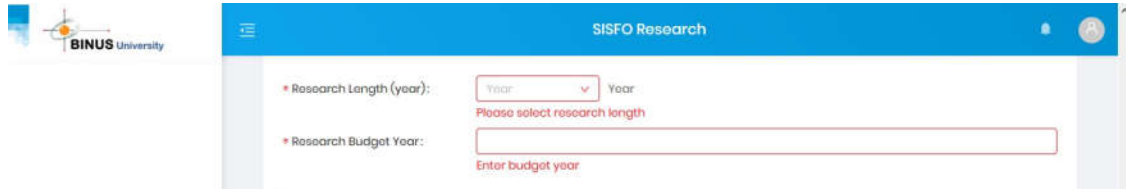


The screenshot shows the SISFO Research form with the following fields:

- Research Length (year):** 1 Year
- Research Budget Year:** 100000000

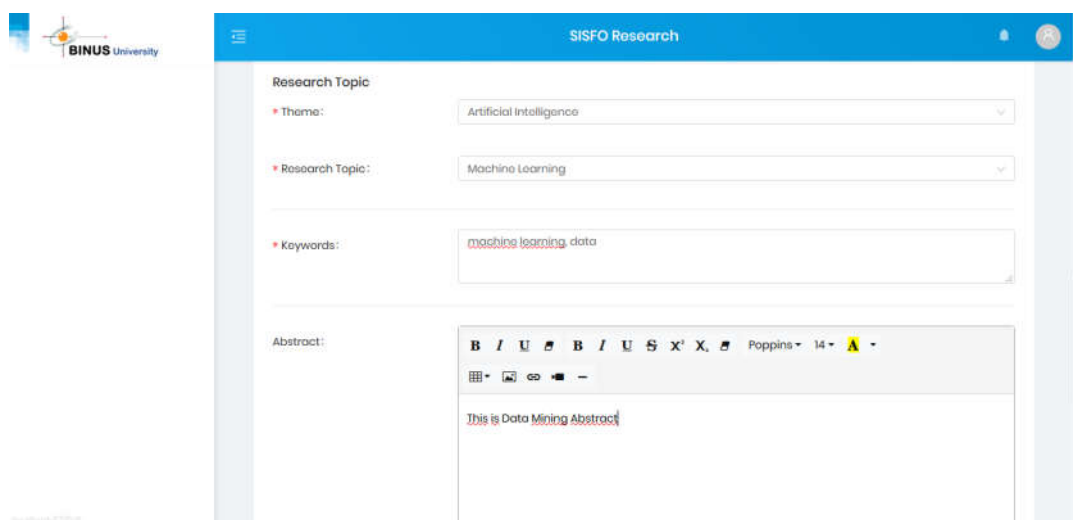
Research Length ini mengacu kepada Schema yang dipilih, jika schema yang dipilih adalah Penelitian Terapan Binus dan Penelitian Internasional Binus maka option yang akan muncul di Research Length hanya 1 tahun. Namun jika schema yang dipilih adalah Penelitian Unggulan Binus, maka option yang akan muncul yaitu 1 sampai 3 tahun. Setelah dosen memilih Research Length, maka field Research Budget Year akan otomatis terisi.

8. Jika belum memilih Schema dan Research Length, tetapi dosen klik button save/continue maka akan ada validasi, dan juga akan ada pesan untuk memilih dropdown yang mandatory.



The screenshot shows the SISFO Research form with two validation errors. The first error is for the 'Research Length (year)' field, which is a dropdown menu currently showing 'Year'. A red border surrounds the field, and a red message below it reads 'Please select research length'. The second error is for the 'Research Budget Year' field, which is an empty text input. A red border surrounds the field, and a red message below it reads 'Enter budget year'.

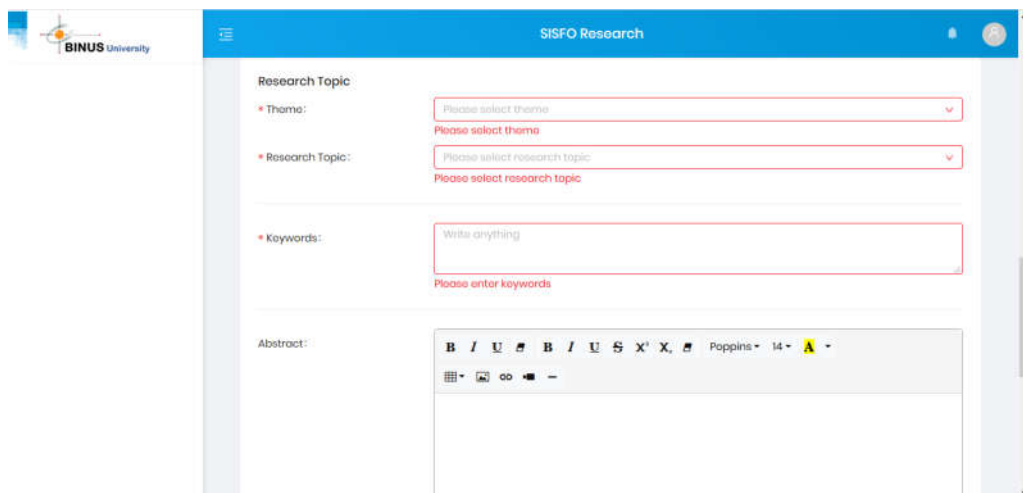
9. Dosen juga harus memilih theme, topic, dan mengisi keywords



The screenshot shows the SISFO Research form with the 'Research Topic' section filled out. The 'Theme' dropdown is set to 'Artificial Intelligence'. The 'Research Topic' dropdown is set to 'Machine Learning'. The 'Keywords' text area contains the text 'machine learning, data'. The 'Abstract' section is visible below, showing a rich text editor with the text 'This is Data Mining Abstract'.

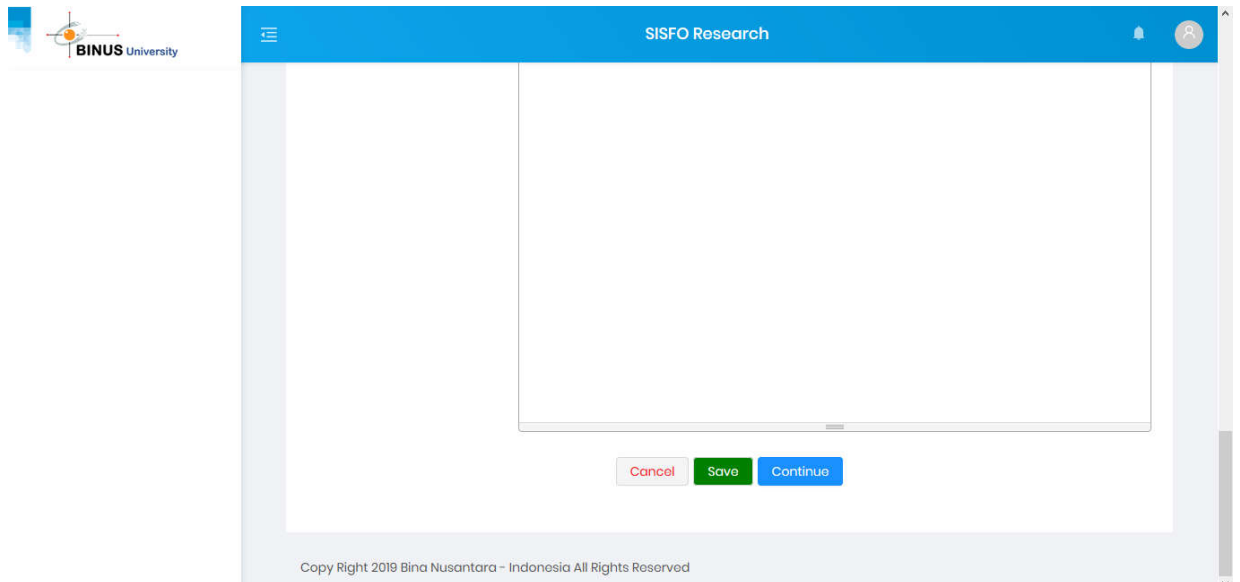
Setelah memilih theme, maka option Research Topic akan muncul. Di field terakhir, Textarea abstract bersifat optional, maka dosen akan dapat lanjut ke step selanjutnya dengan tanpa mengisi abstract.

10. Jika belum memilih theme, topic, dan belum mengisi keywords, tetapi dosen klik button save/continue maka akan ada validasi, dan juga akan ada pesan untuk memilih dropdown dan mengisi field yang mandatory.

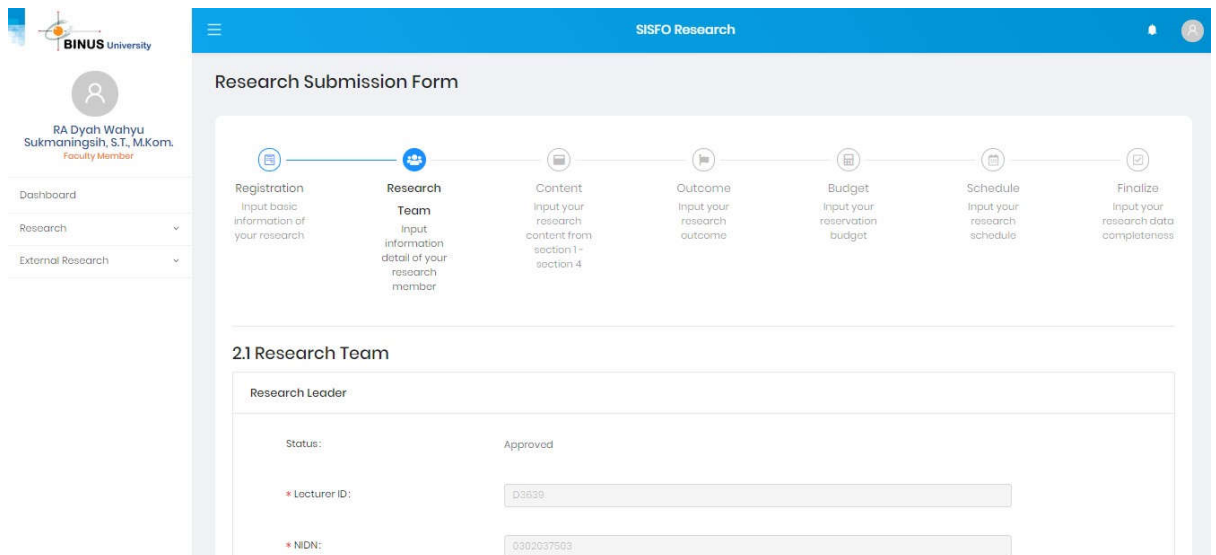


The screenshot shows the SISFO Research form with three validation errors. The first error is for the 'Theme' dropdown, which is empty. A red border surrounds the field, and a red message below it reads 'Please select theme'. The second error is for the 'Research Topic' dropdown, which is empty. A red border surrounds the field, and a red message below it reads 'Please select research topic'. The third error is for the 'Keywords' text area, which is empty. A red border surrounds the field, and a red message below it reads 'Please enter keywords'.

11. Untuk menyimpan data step pertama, dosen bisa klik button save, dan untuk menyimpan data step pertama sekaligus lanjut ke step berikutnya, dosen bisa klik button continue. Jika dosen ingin membatalkan registration, dosen bisa klik button cancel.



12. Setelah dosen menyelesaikan step pertama, maka dosen akan diarahkan ke step kedua yaitu Input Research Member.



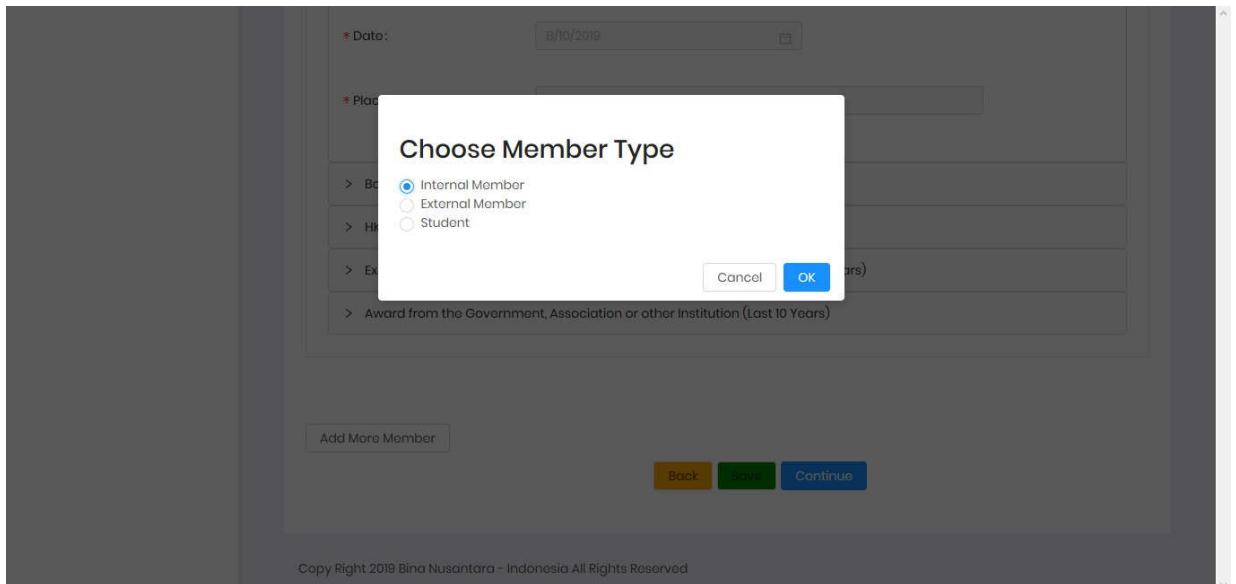
13. Aplikasi otomatis mendaftarkan user sebagai research leader. Dosen perlu mengisi angka pada field Workload.

The screenshot displays the 'SISFO Research' interface. On the left, a sidebar shows the user profile for RA Dyah Wahyu Sukmaningsih, S.T., M.Kom., Faculty Member, with navigation options for Dashboard, Research, and External Research. The main content area is titled 'Research Submission Form' and features a progress bar with seven steps: Registration, Research Team (current step), Content, Outcome, Budget, Schedule, and Finalize. Below the progress bar, the '2.1 Research Team' section is active, showing a 'Research Leader' form. The form includes the following fields and values:

- Status: Approved
- \* Lecturer ID: 03639
- \* NIDN: 0302037503
- \* Full Name: RA Dyah Wahyu Sukmaningsih, S.T., M.Kom.
- \* E-mail: dyah.wahyu@binus.ac.id
- \* JJA: AA150
- \* Study Program: Information Systems
- \* Institution: BINUS University
- \* Workload (Hours/Week): 10 hours
- \* Job Description: asid
- Upload Profile: A dashed box with a folder icon and the text 'Click or drag file to this area to upload'. Below it is a blue button labeled 'Download Research Member Excel Template'.

At the bottom of the form, there is an 'Add More Member' button and three action buttons: 'Back' (orange), 'Save' (green), and 'Continue' (blue). The footer of the page reads 'Copy Right 2019 Bina Nusantara - Indonesia All Rights Reserved'.

14. Dosen juga dapat menambah Research Member, baik itu Internal Member, External Member, atau Student. Dengan cara klik button Add More Member maka akan muncul pop up member type, pilih salah satu lalu klik button OK.



15. Setelah memilih Member Type maka akan muncul form sesuai dengan Member Type yang dipilih.

**2.3 Research Team**

Internal Research Member

Status: Pending

\* Lecturer ID:

\* NIDN:

\* Full Name:

\* E-mail:

\* JJA:

\* Study Program:

\* Institution:

---

**2.4 Research Team**

External Research Member

Status: Pending

NIDN:

\* Full Name:

\* E-mail:

\* Research Field:

\* Study Program:

\* Institution:

Country:

16. Untuk menyimpan data step kedua, dosen bisa klik button save, dan untuk menyimpan data step kedua sekaligus lanjut ke step berikutnya, dosen bisa klik button continue. Jika dosen ingin membatalkan input research member, dosen bisa klik button back.

17. Di Step ketiga, dosen diharuskan untuk mengisi content yang terdiri dari 4 section.




 **BINUS University**


RA Dyah Wahyu  
Sukmaningsih, S.T., M.Kom.  
Faculty Member

Dashboard


Research ▾

Extamal Research ▾


 SISFO Research  




**Registration**  
Input basic information of your research




**Research Team**  
Input information detail of your research member




**Content**  
Input your research content from section 1 - section 4




**Outcome**  
Input your research outcome



**Budget**  
Input your reservation budget



**Schedule**  
Input your research schedule



**Finalize**  
Input your research data completeness

---

### 3. Content Form

> Section 1 Introduction

> Section 2 Study Literature




> Section 3 Research Goals and Advantages

> Section 4 Research Methods

Back
Save
Continue














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 **BINUS University**

 SISFO Research  

### 3. Content Form

▼ Section 1 Introduction

**B I U**  **B I U S X' X**  Poppins ▾ 14 ▾           

This is the introduction of the greatest research in history.

18. Untuk menyimpan data step ketiga, dosen bisa klik button save, dan untuk menyimpan data step ketiga sekaligus lanjut ke step outcome, dosen bisa klik button continue. Jika dosen ingin membatalkan registration, dosen bisa klik button back.

**Research Submission Form**

Registration: Input basic information of your research

Research: Team. Input information detail of your research member

Content: Input your research content from section 1 - section 4

**Outcome**: Input your research outcome

Budget: Input your reservation budget

Schedule: Input your research schedule

Finalize: Input your research data completeness

**3. Outcome Form**

Potential to Commercialize

Required Outcome

* Hilirisasi Produk Riset :	1	Modal	Penerapan	12345
* Pengkayaan Materi :	3	Materi Ajar	Draft	13124
* Publikasi Scopus 1 :	1	Jurnal International Terakreditasi	Accepted	1234

19. Dosen bisa mengklik tanda centang, jika Research tersebut Potential to Commercialize, dan dosen harus memilih yang bertanda centang di Required Outcome, dan dosen juga dapat memilih dan menambah Additional Outcome.

**3. Outcome Form**

Potential to Commercialize

Required Outcome

* Hilirisasi Produk Riset :	1	Modal	Penerapan	12345
* Pengkayaan Materi :	3	Materi Ajar	Draft	13124
* Publikasi Scopus 1 :	1	Jurnal International Terakreditasi	Accepted	1234
* Publikasi Scopus 2 :	2	Jurnal International Terakreditasi	Accepted	1234
* HKI :	1	Hak Cipta	Granted	12324
* Publikasi Scopus 3 :	3	Jurnal International Terakreditasi	Accepted	12324
* Publikasi Jurnal 1 :	1	Jurnal International Terakreditasi	Accepted	124124
* Publikasi Jurnal 2 :	1	Jurnal International Terakreditasi	Accepted	12424

**SISFO Research**

\* HKI : 1 Hak Cipta Granted 12324

\* Publikasi Scopus 3 : 3 Jurnal Internasional Terakreditasi Accepted 12324

\* Publikasi Jurnal 1 : 1 Jurnal Internasional Terakreditasi Accepted 124124

\* Publikasi Jurnal 2 : 1 Jurnal Internasional Terakreditasi Accepted 12424

Additional Outcome

Research Outcome	-	Type	Status	Target

+ Add More Outcome

Back Save Continue

20. Untuk menyimpan data step outcome, dosen bisa klik button save, dan untuk menyimpan data step outcome sekaligus lanjut ke step berikutnya, dosen bisa klik button continue. Jika dosen ingin membatalkan input outcome, dosen bisa klik button back.

21. Setelah itu mengisi data budget. Dosen perlu klik button add budget untuk menginputkan data budget

**SISFO Research**

**Research Submission Form**

Registration: Input basic information of your research

Research Team: Input information detail of your research member

Content: Input your research content from section 1 - section 4

Outcome: Input your research outcome

**Budget**: Input your reservation budget

Schedule: Input your research schedule

Finalize: Input your research data completeness

**5. Budget Form**

Add Budget

Action	Year of	Budget Type	Item Usability	Item Name	Item Quantity	Item Measure	Item Price
Edit	1	BarangilabisPakai	contoh	atk	10	asd	Rp 100.000,00
Edit	1	Honor	LOREM	LOREM IPSUM	7	LOREM IPSUM	Rp 400.000,00
Edit	2	Honor	LOREM	LOREM IPSUM	8	LOREM IPSUM	Rp 400.000,00

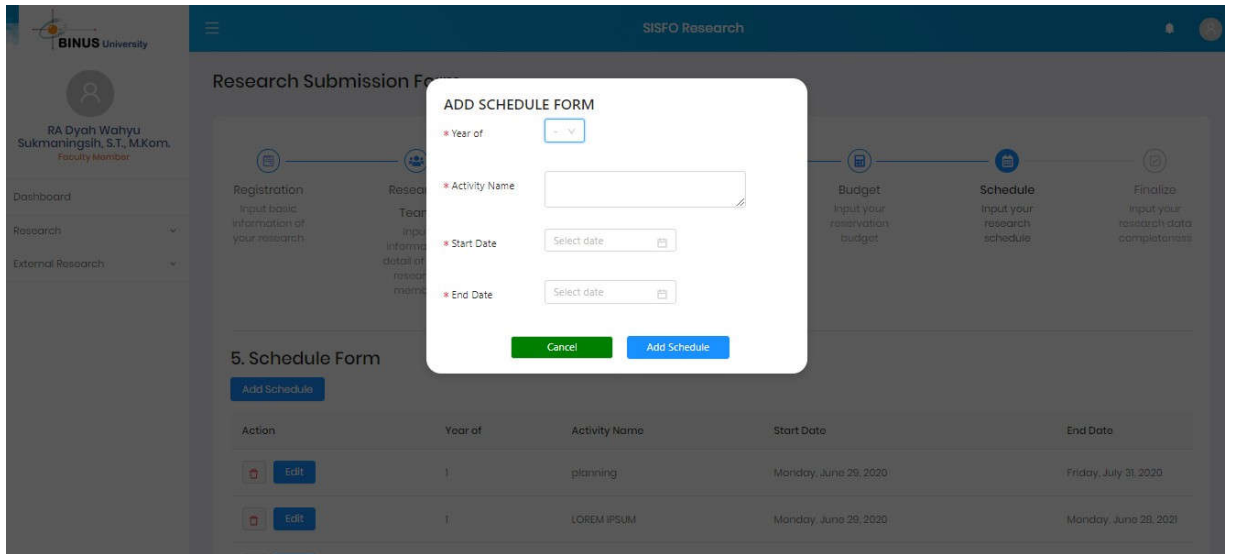
22. Dosen juga harus mengisi field yang bertanda bintang di Research Budget, jika dosen sudah mengisi item quantity dan item price, maka field total price akan otomatis terisi.

Action	Year of	Budget Type	Item Usability	Item Name	Item Quantity	Item Measure	Item Price
<a href="#">Edit</a>	1	Budgeting/Research	Common	LOREM	10	unit	Rp. 100.000,00
<a href="#">Edit</a>	1	Other	LOREM	LOREM IPSUM	1	LOREM IPSUM	Rp. 400.000,00

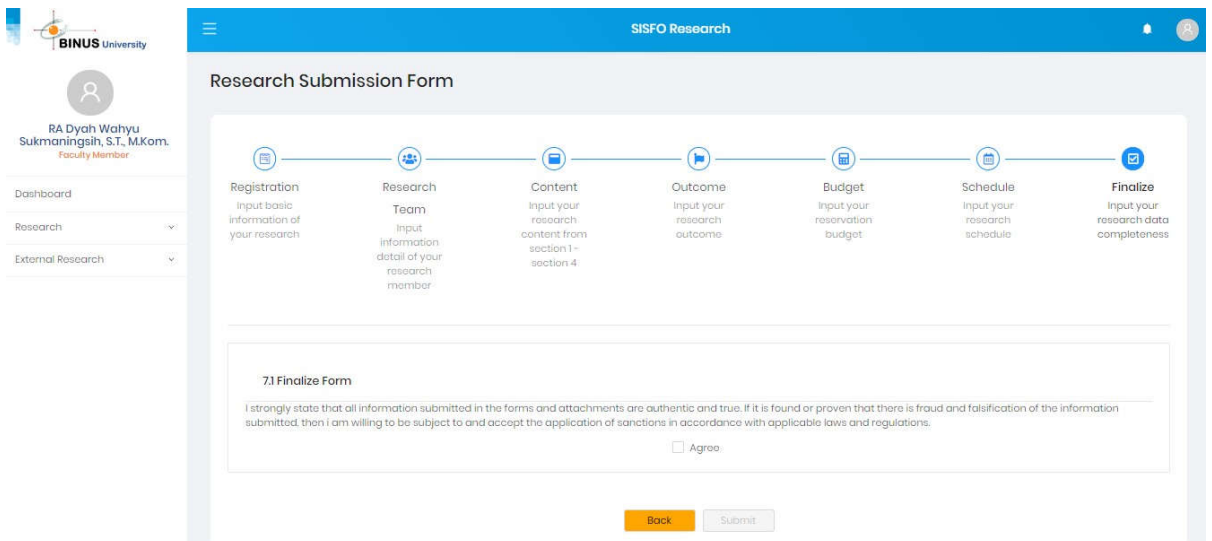
23. Untuk menyimpan data step budget, dosen bisa klik button save, dan untuk menyimpan data step budget sekaligus lanjut ke step berikutnya, dosen bisa klik button continue. Jika dosen ingin membatalkan input budget, dosen bisa klik button back.

Action	Year of	Activity Name	Start Date	End Date
<a href="#">Edit</a>	1	planning	Monday, June 29, 2020	Friday, July 31, 2020
<a href="#">Edit</a>	1	LOREM IPSUM	Monday, June 29, 2020	Monday, June 29, 2020
<a href="#">Edit</a>	2	LOREM IPSUM	Monday, June 29, 2020	Monday, June 29, 2020

24. Di Step Schedule klik button add schedule, dosen diharuskan untuk mengisi/memilih semua field. Untuk menyimpan data step schedule, dosen bisa klik button save, dan untuk menyimpan data step schedule sekaligus lanjut ke step berikutnya, dosen bisa klik button continue. Jika dosen ingin membatalkan input schedule, dosen bisa klik button back.



25. Di halaman Finalize, dosen harus setuju terlebih dahulu, jika sudah setuju maka button submit all data akan bisa di klik. Setelah klik button submit all data, maka akan ada konfirmasi apakah dosen yakin untuk submit atau tidak.



**Research Submission Form**

**Registration**  
Input basic information of your research

**Research Team**  
Input information detail of your research member

**Content**  
Input your research content from section 1-section 4

**Outcome**  
Input your research outcome

**Budget**  
Input your reservation budget

**Schedule**  
Input your research schedule

**Finalize**  
Input your research data completeness

**7.1 Finalize Form**

I strongly state that all information submitted in the forms and attachments are authentic and true. If it is found or proven that there is fraud and falsification of the information submitted, then I am willing to be subject to and accept the application of sanctions in accordance with applicable laws and regulations.

Agree

[Back](#) [Submit](#)

**Research Submission Form**

**Registration**  
Input basic information of your research

**Research Team**  
Input information detail of your research member

**Content**  
Input your research content from section 1-section 4

**Outcome**  
Input your research outcome

**Budget**  
Input your reservation budget

**Schedule**  
Input your research schedule

**Finalize**  
Input your research data completeness

Are you sure to submit all these data ?

[No](#) [Yes](#)

**7.1 Finalize Form**

I strongly state that all information submitted in the forms and attachments are authentic and true. If it is found or proven that there is fraud and falsification of the information submitted, then I am willing to be subject to and accept the application of sanctions in accordance with applicable laws and regulations.

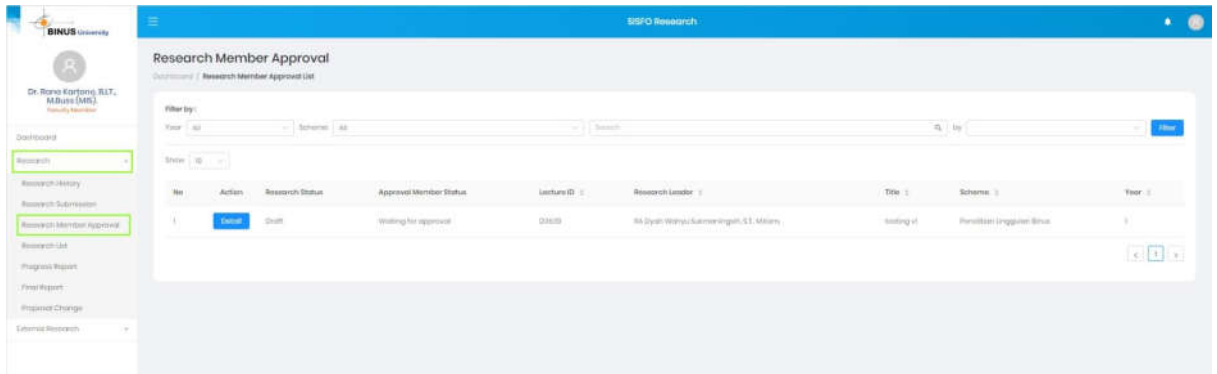
Agree

[Back](#) [Submit](#)

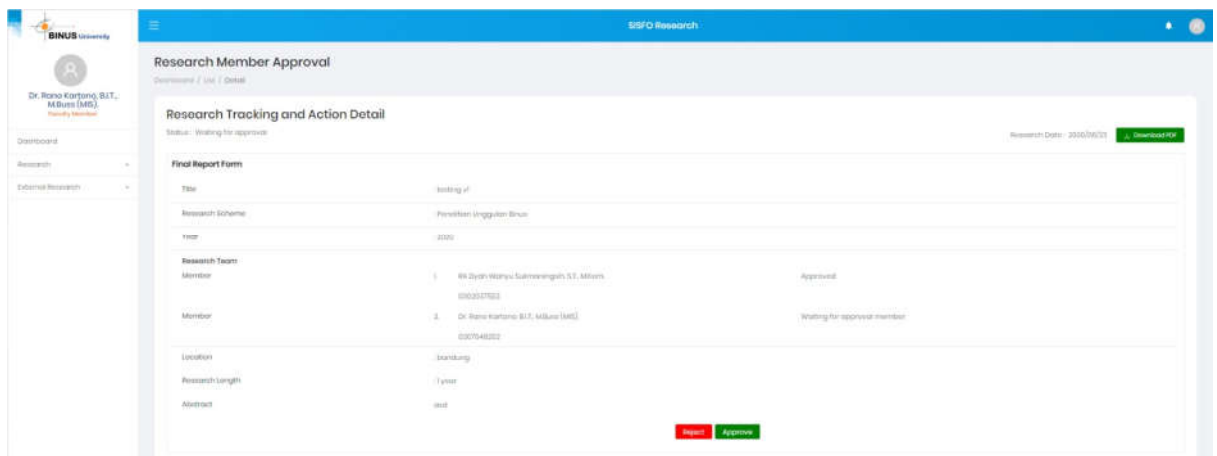
26. Jika semua step sudah diisi dan dosen klik ok, maka proposal akan berhasil tersubmit, namun jika adastep yang terlewat maka proposal tidak akan bisa tersubmit.

## Approve Member Team

1. Jika sudah login sebagai member team, member dapat masuk ke halaman research member approval dengan cara klik research > research member approval, seperti gambar berikut:



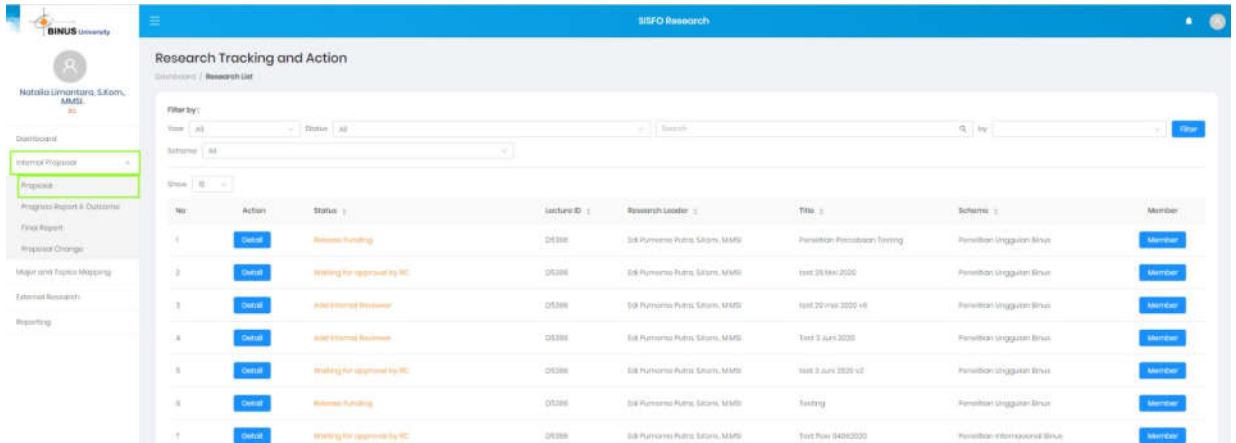
2. Kemudian klik tombol detail dan akan di arahkan ke halaman detail



3. Pada halaman detail member dapat melakukan menyetujui dengan klik button approve, tapi jika tidak ingin menyetujui maka klik button reject

## RC Approve Proposal Form

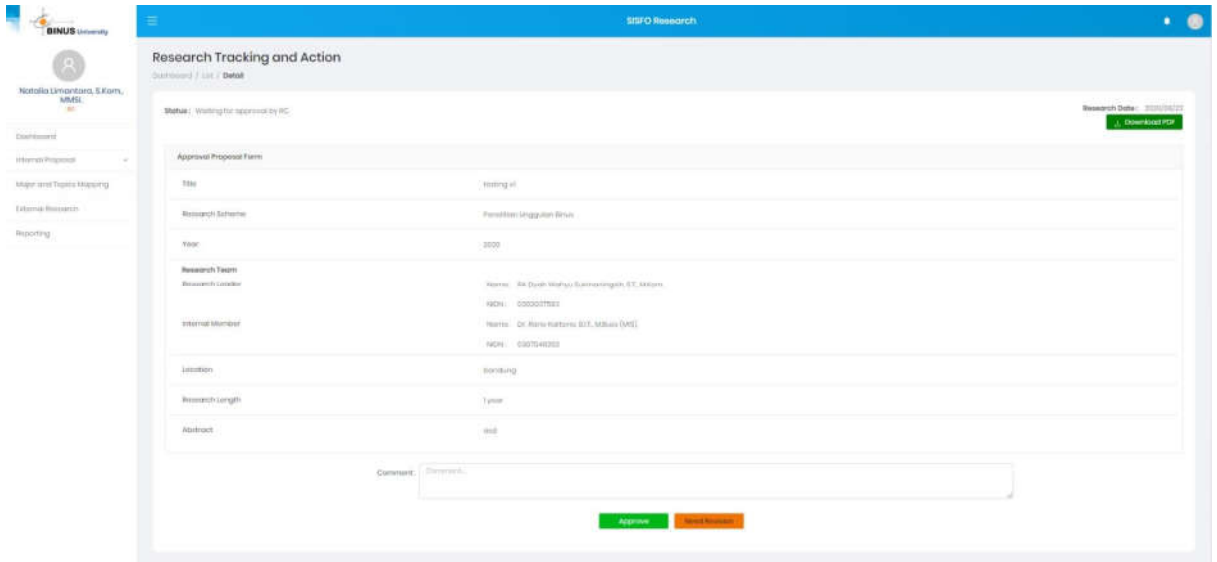
1. Jika sudah berhasil login sebagai RC, RC dapat masuk ke halaman Research List dengan cara klik menu Internal Proposal -> Proposal, seperti dibawah ini :



The screenshot shows the 'Research Tracking and Action' dashboard. The left sidebar contains a menu with 'Internal Proposal' selected. The main area displays a table of proposals with columns for No, Action, Status, Lecturer ID, Research Leader, Title, Scheme, and Member. The status of the proposals varies, including 'Research Funding', 'Waiting for approval by RC', and 'Add External Reviewer'.

No	Action	Status	Lecturer ID	Research Leader	Title	Scheme	Member
1	Detail	Research Funding	DR386	DR Purwana Putra Sitom, MMS	Penelitian Pemabach Training	Penelitian Unggulan Binus	Member
2	Detail	Waiting for approval by RC	DR386	DR Purwana Putra Sitom, MMS	test 28 Mei 2020	Penelitian Unggulan Binus	Member
3	Detail	Add External Reviewer	DR386	DR Purwana Putra Sitom, MMS	test 20 Mei 2020 v8	Penelitian Unggulan Binus	Member
4	Detail	Add External Reviewer	DR386	DR Purwana Putra Sitom, MMS	Test 3 Jun 2020	Penelitian Unggulan Binus	Member
5	Detail	Waiting for approval by RC	DR386	DR Purwana Putra Sitom, MMS	test 3 Jun 2020 v2	Penelitian Unggulan Binus	Member
6	Detail	Research Funding	DR386	DR Purwana Putra Sitom, MMS	Testing	Penelitian Unggulan Binus	Member
7	Detail	Waiting for approval by RC	DR386	DR Purwana Putra Sitom, MMS	Test Poin 0402020	Penelitian Internasional Binus	Member

2. Pilih salah satu proposal, lalu RC akan dapat melihat detail proposal tersebut, lalu RC juga dapat memberi komentar dan memutuskan apakah RC approve proposal tersebut atau return proposal tersebut (Revision).



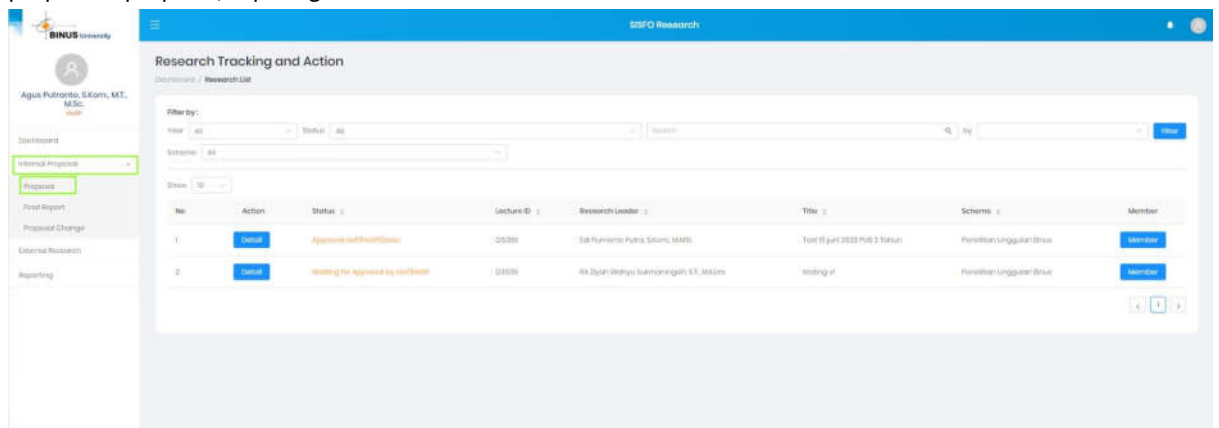
The screenshot shows the 'Research Tracking and Action' dashboard with the 'Detail' view of a proposal. The status is 'Waiting for approval by RC'. The 'Approval Proposal Form' section displays the following information:

- Title: testing all
- Research Scheme: Penelitian Unggulan Binus
- Year: 2020
- Research Team:
  - Research Leader: Name: DR (Duch Wahyu) Samudragan, ST, S.Kom, NIDN: 0303077803
  - Internal Member: Name: Dr. Rina Natiana S.T., M.Bus (M) NIDN: 0307040303
- Location: Bandung
- Research Length: 1 year
- Abstract: test

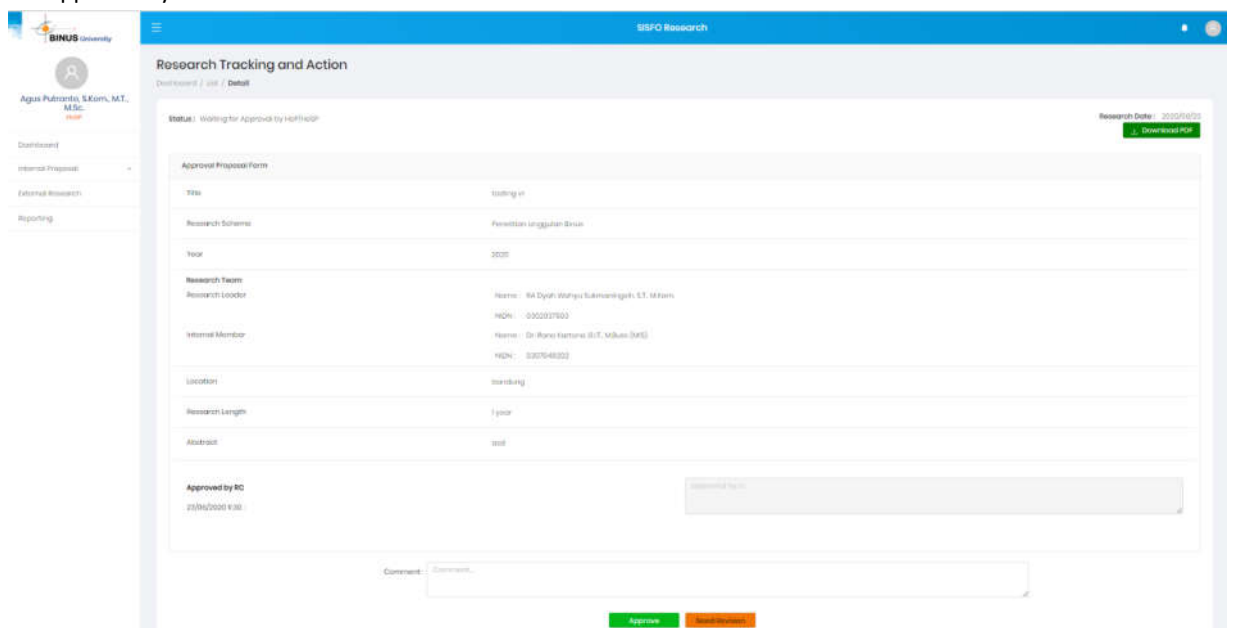
At the bottom, there is a 'Comment' field and two buttons: 'Approve' and 'Return Proposal'.

## HoP Approve Proposal Form

1. Jika sudah berhasil login sebagai HoP, HoP dapat melakukan approval dengan dengan klik menu internal proposal > proposal, seperti gambar berikut:



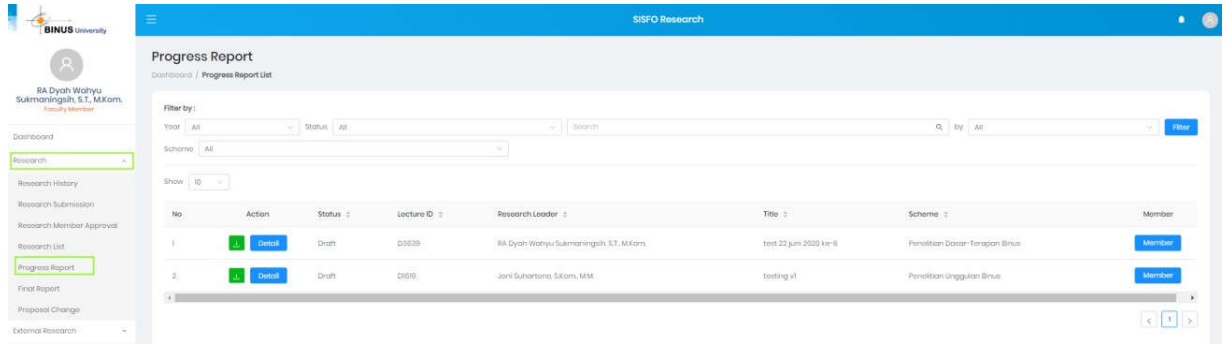
2. Jika Proposal sudah di approve RC, maka status proposal di research list akan berubah menjadi Waiting for Approval by HoP. Kemudian HoP klik button detail dan akan di arahkan ke halaman detail



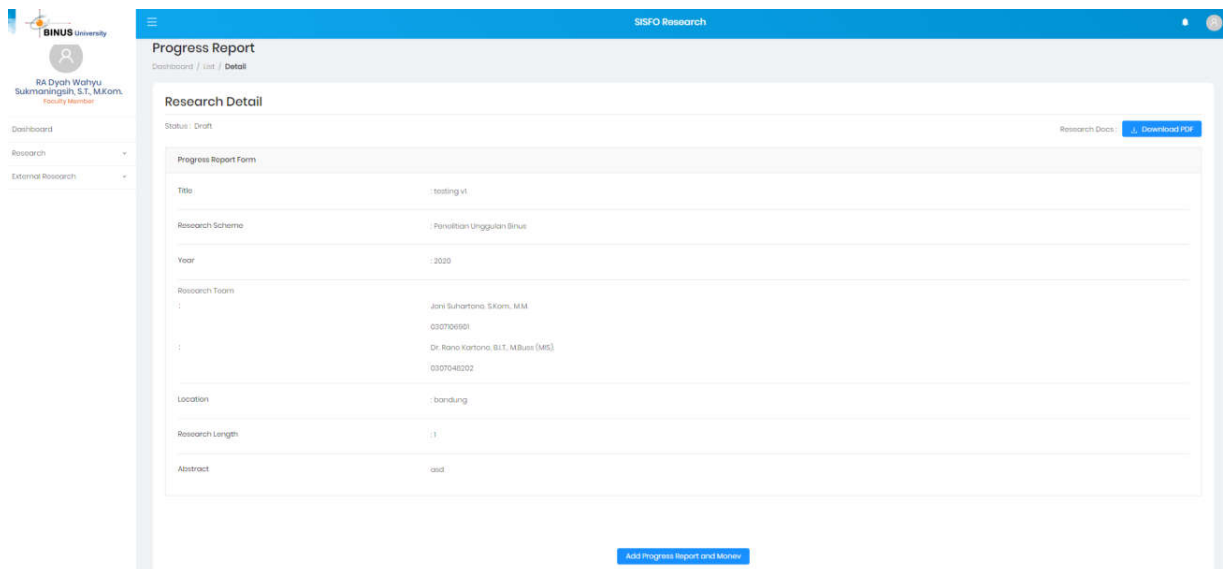
3. Di halaman detail proposal HoP bisa melihat komentar dari RC, dan HoP juga bisa menentukan untuk approve atau mereturn proposal tersebut

## Dosen Input Progress Report Form

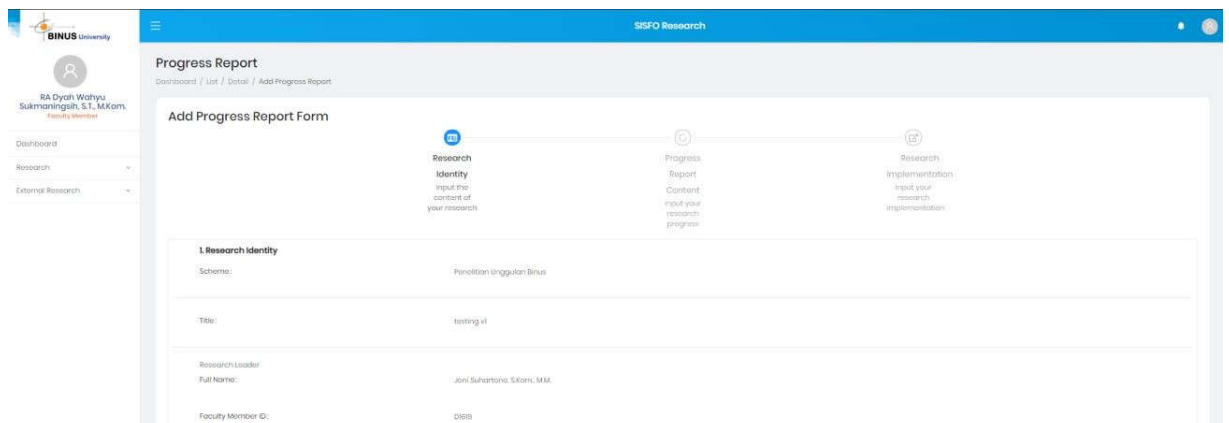
1. Setelah Release Funding 70%, proposal akan masuk ke menu List Progress Report dengan cara klik menu research > progress report. Seperti gambar berikut:



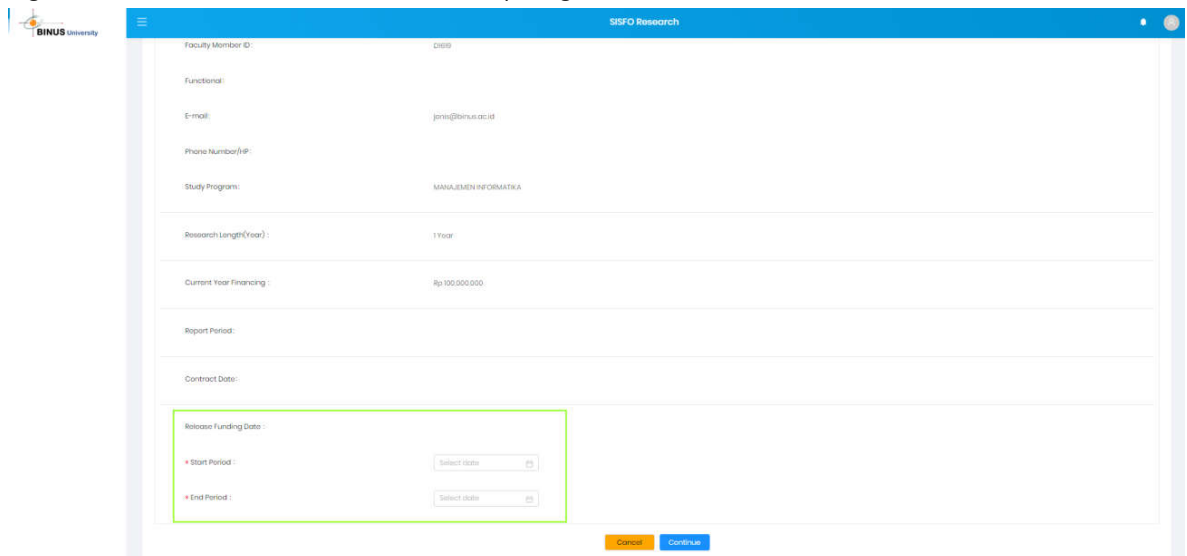
2. Di sini, dosen dapat menambahkan progress report dan money, dengan cara klik button dan akan diarahkan kehalaman detail. Kemudian klik button Add Progress Report dan Money. Seperti gambar berikut:



3. Setelah klik button add progress report and money maka akan di arahkan ke halaman addprogress report. Di step pertama, dosen dapat melihat research identity

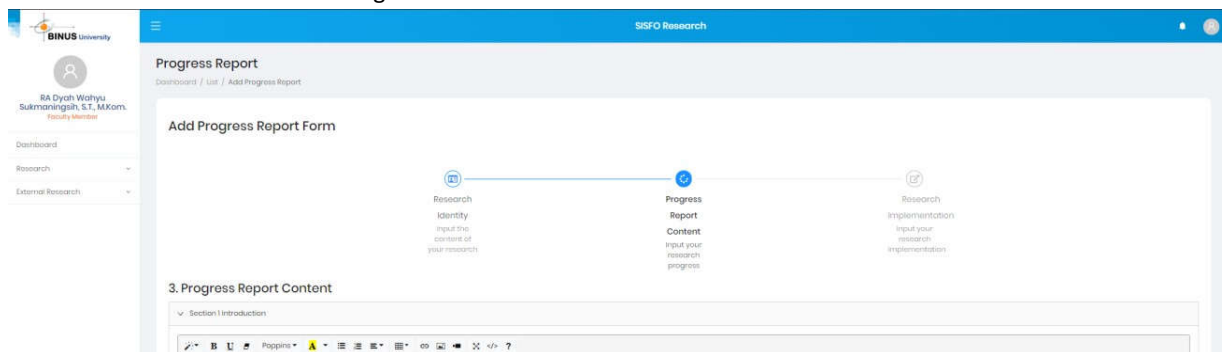


4. Kemudian tentukan release funding date. Setelah itu klik button continue jika ingin melanjutkan tapi jika ingin membatalkan maka klik button cancel. Seperti gambar berikut:



The screenshot shows a web form titled "SISFO Research" with a blue header. The form contains several fields with the following values: Faculty Member ID: 0189; Functional: ; E-mail: jpru@binus.ac.id; Phone Number (HP): ; Study Program: MANAJEMEN INFORMATIKA; Research Length (Year): 1 Year; Current Year Financing: Rp 100.000.000; Report Period: ; Contract Date: ; Release Funding Date: (highlighted in green). The Release Funding Date section includes "Start Period" and "End Period" labels, each followed by a "Select date" button. At the bottom right, there are "Cancel" and "Continue" buttons.

5. Di step kedua, dosen dapat mengisi Progress Report Content, ada 2 content tambahan yaitu Achieved Results and Outcome dan Next Stage Plan.



The screenshot shows the "Progress Report" form in the SISFO Research system. The header includes the user profile of "SA Dyah Wahyuni Sukmaningsih, S.T, M.Kom, Faculty Member". The main content area is titled "Add Progress Report Form" and features a three-step process flow: 1. Research Identity (input the essence of your research), 2. Progress Report Content (input your research progress), and 3. Research Implementation (input your research implementation). Below this flow, the "3. Progress Report Content" section is active, showing a text editor with a toolbar and the text "Section 1 Introduction".

6. Dosen mengisi dua content tambahan. Jika ingin melanjutkan maka klik button continue tapi jika ingin kembali step pertama maka klik button back. Seperti gambar berikut:

**Progress Report**  
Dashboard / Add Progress Report

### Add Progress Report Form

Progress Report

1. Research Identify your idea, interest and topic research

2. Progress Report Content Fill out Research progress

3. Research Progress Report Final your Research and Publications

### 3. Progress Report Content

- Section 1 Introduction
- Section 2 Study Methods
- Section 3 Research Design and Methodology
- Section 4 Research Methods
- Section 5 Achieved Results and Outcome

Achieved Results and Outcome

Next Stage Plan

Back Continue

- Di step ketiga, dosen dapat mengisi form Research Implementation, ada 10 field yang harus diisi.

**Add Progress Report Form**

1. Research Identity  
Input the equivalent of your research

2. Progress Report  
Content  
Input your research progress

3. Research Implementation  
Input your research implementation

**2. Research Implementation**

- > Outcome "Research Plan Appropriate with Proposal"
- > Activity "Research Plan Appropriate with Proposal"
- > Outcome "Research Realization Appropriate with plan"
- > Outcome "Research Realization Appropriate with plan"
- > Outcome "Produced Research Progress Appropriate with Requirements in Research Scheme"
- > Activity "Produced Research Progress Appropriate with Requirements in Research Scheme"
- > Outcome "Obstacle Encountered"
- > Activity "Obstacle Encountered"
- > Outcome "Research Plan for Next Two Months"
- > Activity "Research Plan for Next Two Months"

Cancel Submit

- Jika semua form research implementation sudah terisi maka dosen dapat mensubmit progress report dengan cara klik button submit tapi jika ingin membatalkan maka klik button cancel

### RC Approve Progress Report and Money

- Setelah dosen submit Form Progress Report, Research harus diapprove terlebih dahulu oleh RC dengan cara klik menu internal proposal > progress report & outcome. Seperti gambar berikut:

**Progress Report**  
Dashboard / Progress Report List

Filter by:  
Year: All Status: All Search: by: All Filter

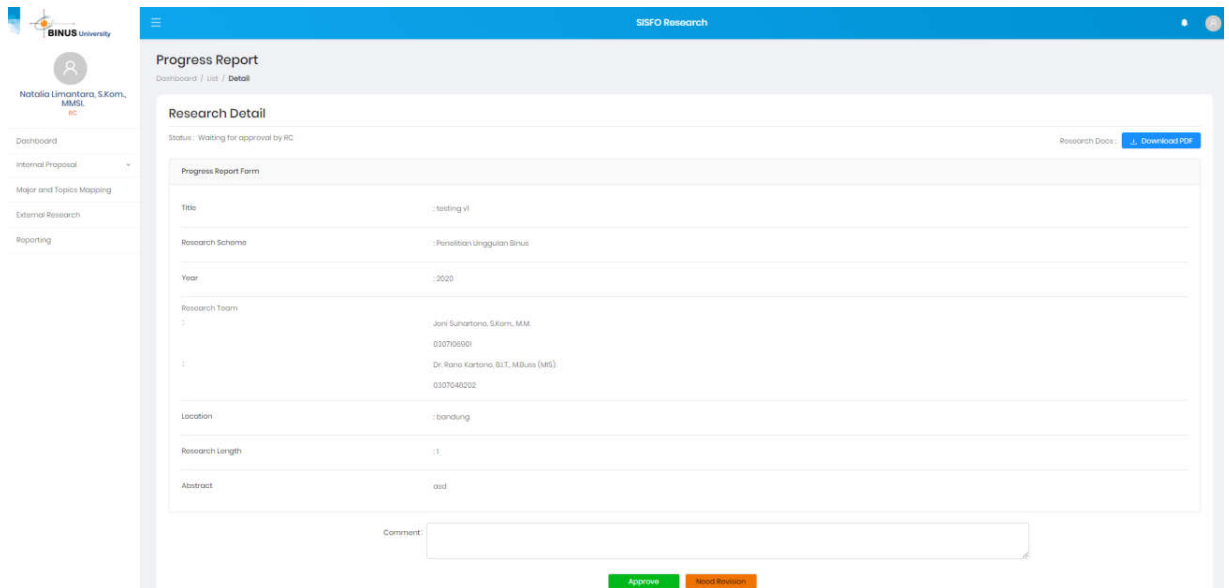
Schema: All

Show: 10

No	Action	Status	Lecture ID	Research Leader	Title	Scheme	Member
11	Detail	Draft	D4902	Hanny Juwitawaty, S.S., SKom, MMSI	prospchange 22062020	Pendidikan Dasar-Terapan Binus	Member
12	Detail	Waiting for approval by RC	D1018	Joni Suhartono, SKom, MM	testing vi	Pendidikan Unggulan Binus	Member

< 1 2 >

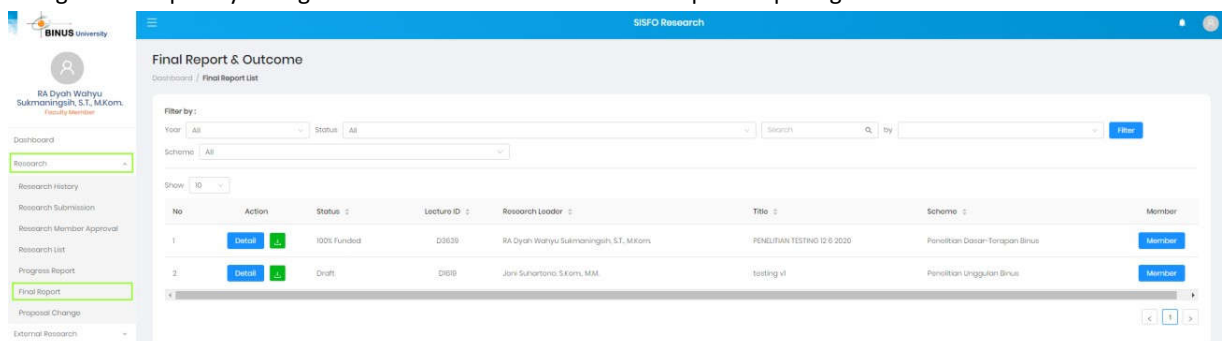
- Setelah berada di halaman progress report. RC memilih research yang akan diapprove kemudian klik button detail dan akan di arahkan ke halaman detail



3. Pada halaman research detail, kolom komen bersifat mandatory jika research tersebut masih adarevisi kemudian klik button need revision tapi jika tidak ada revisi maka klik button approve

### Dosen Input Final Report

1. Setelah progress report disetujui oleh RTTO maka research berpindah ke bagian final report. Dosen dapat mengisi final reportnya dengan cara klik menu research > final report. Seperti gambar berikut :



2. Setelah berada di halaman final report, dosen memilih research yang berstatus draft klik button detail dan akan di arahkan ke halaman detail

**Final Report**  
Dashboard / View / Detail

**Research Detail**

Status : Draft

**Final Report Form**

Title	testing v1
Research Scheme	Penelitian Unggulan Binus
Year	2020
Research Team	1. Name : Joni Subartono, S.Kom, MM. NIDN : 030709890 2. Name : Dr. Rano Kurniyo, B.T., M.Busa (MS) NIDN : 030704202
Location	Konduking
Research Length	1 year

[Add Final Report and Document](#)

3. Pada halaman detail, klik button add final report dan akan di arahkan ke final report document step pertama adalah final report content. Pada bagian step pertama ini, ada penambahan satu content yaitu Conclusions & suggestions

**Final Report Form**  
Research / Final Report / List / Detail / Final Report Report

**Final Report Form**

**Final Report Content**

- > Section 1 Introduction
- > Section 2 Study Literature
- > Section 3 Research Goals and Advantages
- > Section 4 Research Methods
- > Section 5 Achieved Results and Outcomes
- > section 6 next stage plan
- > Section 7 Conclusions & Suggestions

**Final Report Content**

**Final Report Content**

**Outcomes**  
Input your research outcome and paper submission proof

**Enrichment**  
Input your research budget

[Back](#) [Continue](#)

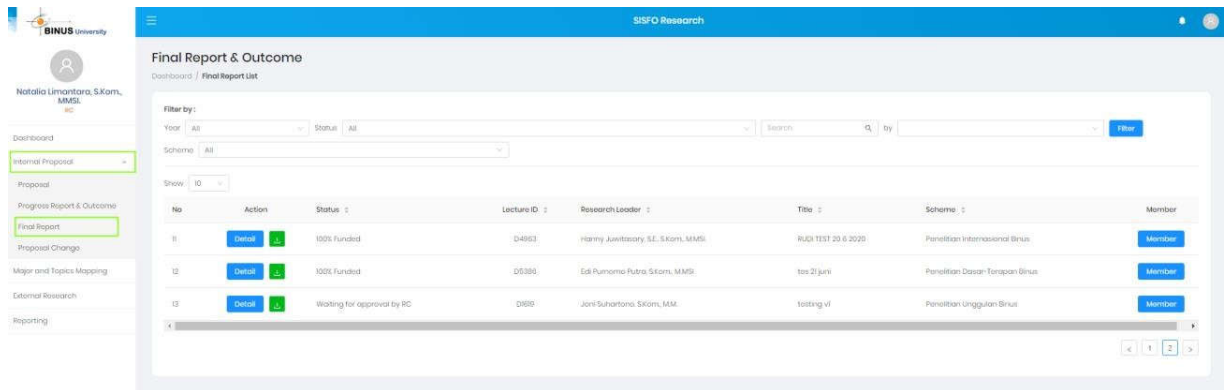
- Dosen mengisi bagian content Conclusions & suggestions. Jika ingin lanjut ke stepselanjutnya maka klik button continue tapi jika ingin kembali ke halaman sebelumnya maka klik button back
- Di step kedua bagian outcome, dosen mengupload dokumen terkait paper & article dengan klik button choose file disetiap fieldnya

- If you want to continue to the next step, click the continue button, but if you want to return to the previous page, click the back button
- In the Enrichment step, the lecturer fills in the mandatory field and uploads the enrichment document by clicking the choose file button

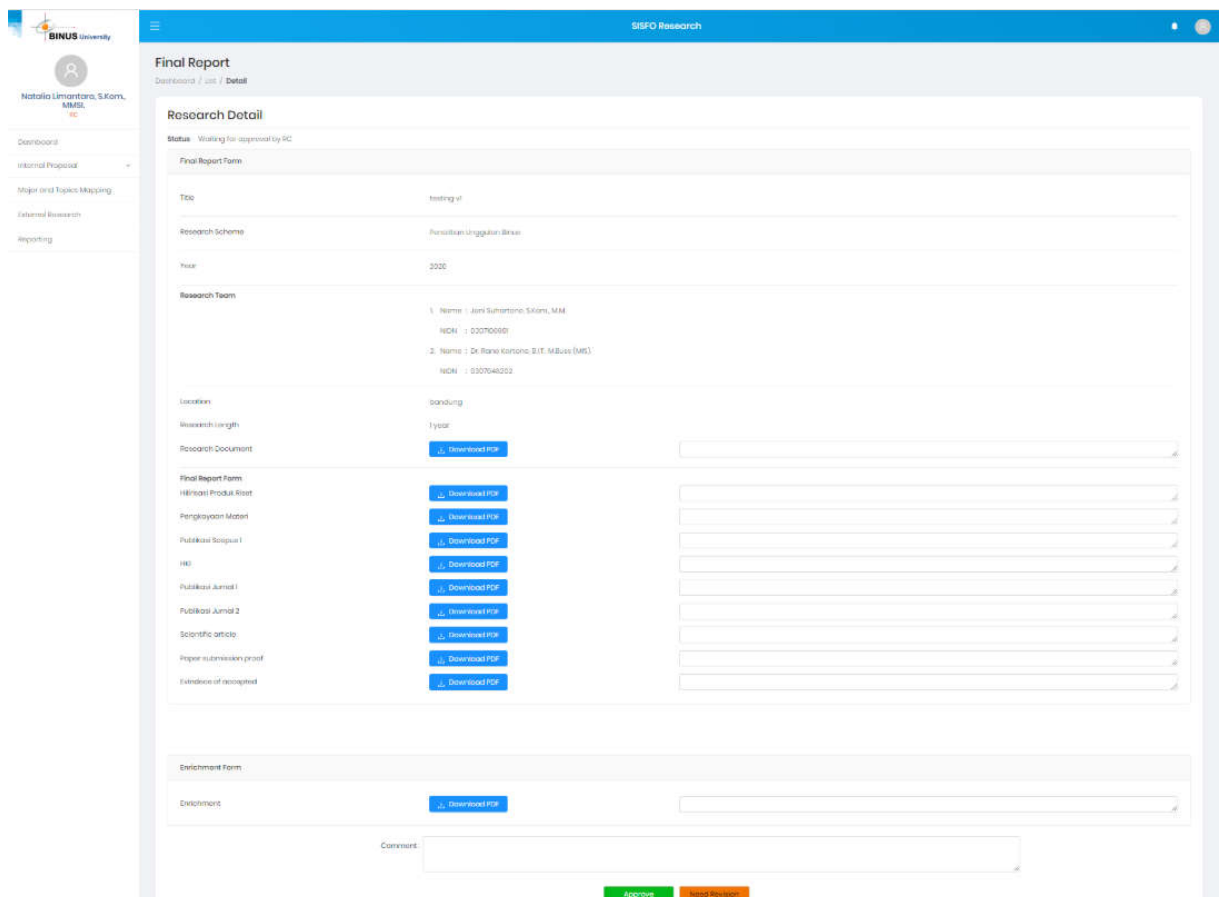
- If you have finished filling in the Enrichment part, the lecturer can submit the final report by clicking the submit button

## RC Approve Final Report

1. Setelah dosen mensubmit final reportnya maka research perlu disetujui oleh RC dengan cara klik menu internal proposal > final report. Seperti gambar berikut:



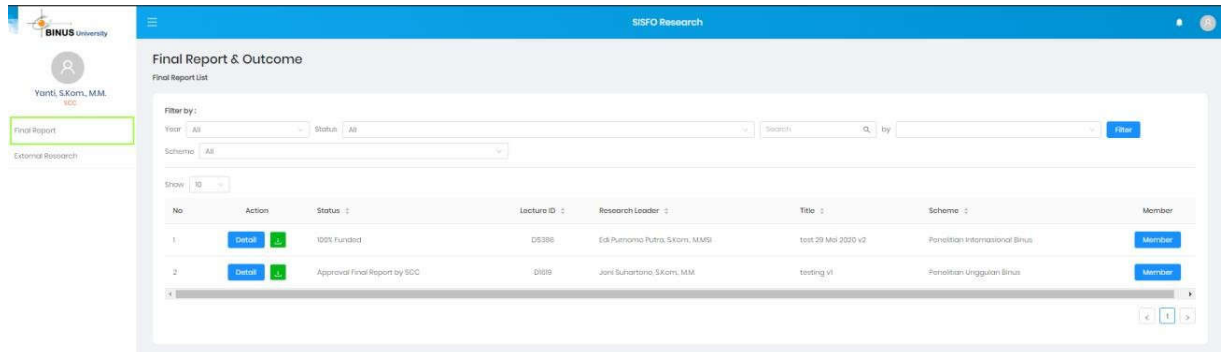
2. Di halaman final report, RC memilih research yang akan di approve dengan klik button detail dan akan di arahkan ke halaman detail



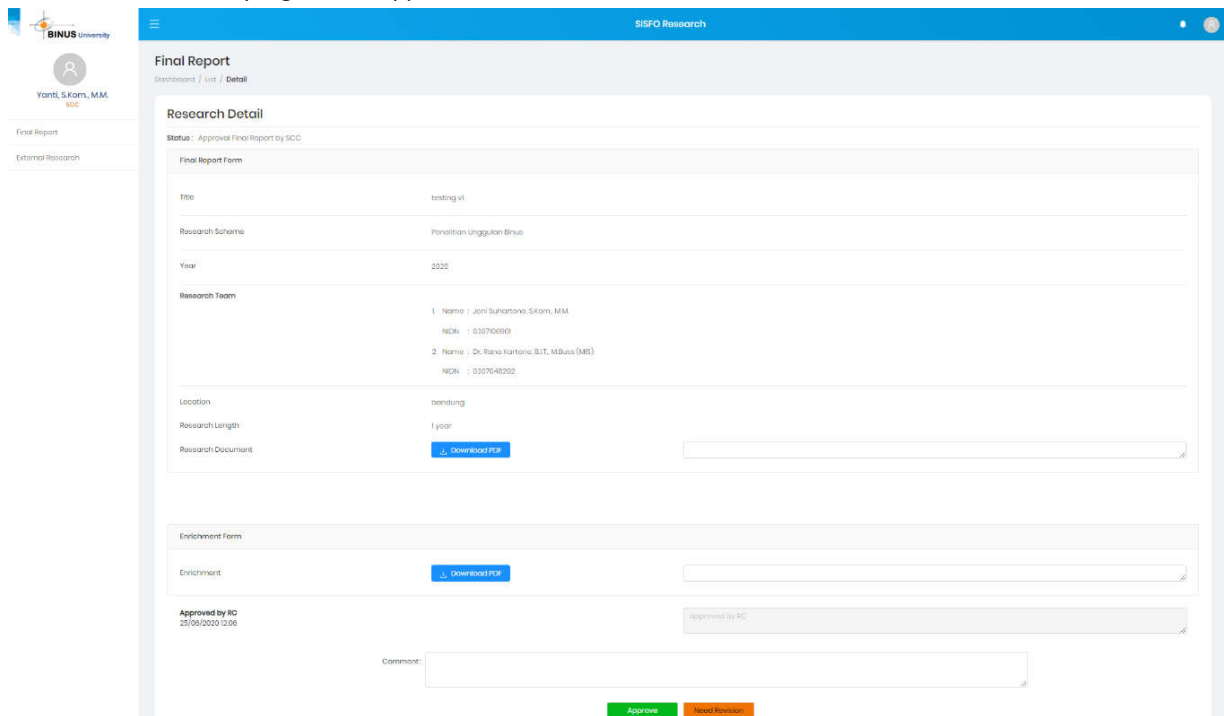
3. Pada halaman detail, RC dapat mendownload dokumen – dokumen pdf yang sudah di upload oleh dosen dengan cara klik download pdf
4. Kolom komen wajib diisi jika RC memilih klik button need revision tapi jika memilih untuk menyetujui maka RC bisa mengisi kolom komen dan klik button approve

## SCC Approve Final Report

1. Setelah final report di approve oleh RC, selanjutnya research perlu di approve oleh SCC. Dengan klik menu final report. Seperti gambar berikut:



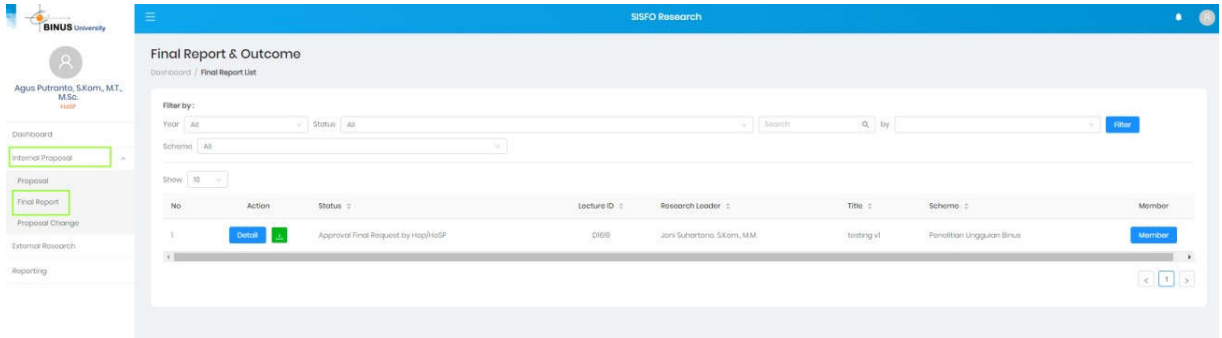
2. SCC memilih research yang akan di approve klik button detail dan akan di arahkan ke halaman detail



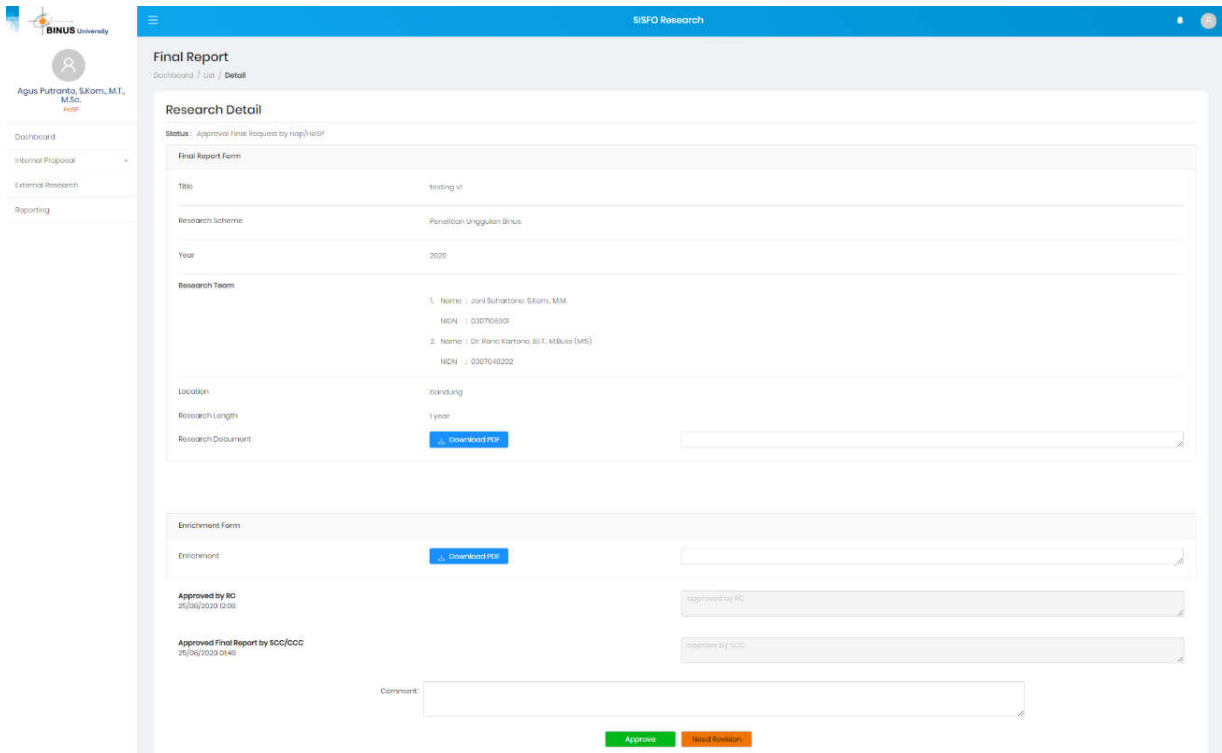
3. Setelah berada di halaman detail, SCC dapat mendownload dokumen research dan enrichment dengan klik button download pdf
4. SCC dapat mengisi kolom komen kemudian jika research tersebut masih ada revisi maka klik button need revision tapi jika sudah tidak ada revisi maka klik button approve

## HoP Approve Final Report

1. Setelah final report di approve oleh SCC, selanjutnya research perlu di approve oleh HoP, dengan cara klik menu internal proposal > final report. Seperti gambar berikut:



2. Pada halaman final report, HoP memilih research yang akan di approve klik button detail dan akan di arahkan ke halaman detail

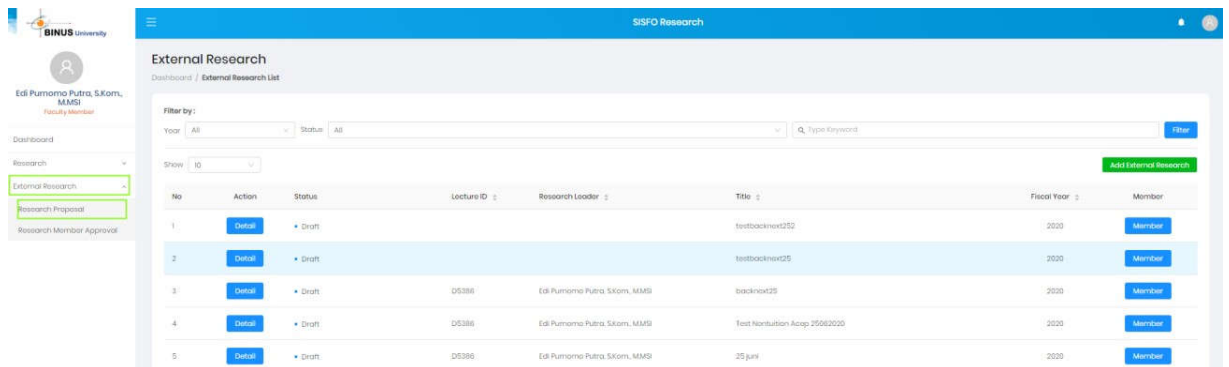


3. Di halaman detail, HoP dapat mendownload dokumen research dan enrichment dengan klik button download pdf. Setelah itu, HoP dapat melihat komentar yang sudah diinputkan oleh RC dan SCC/CCC
4. HoP dapat mengisi kolom komen sebelum memberikan approval, kolom komentar ini bersifat mandatory jika HoP memilih klik button need revision, tapi jika tidak ada revisi maka klik button approve

## External Research

### Dosen input external research

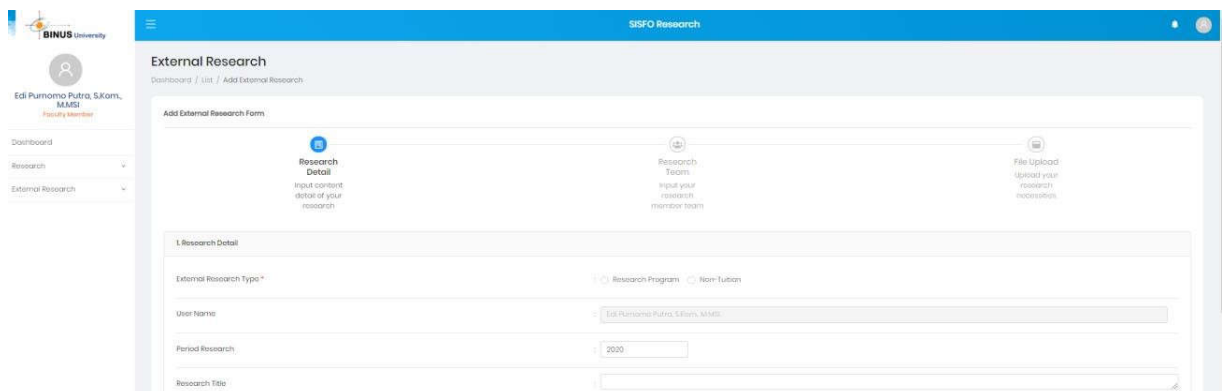
1. Dosen juga bisa input penelitian eksternal dengan cara klik menu external research > research proposal dan akan di arahkan ke halaman external research. Seperti gambar berikut:



The screenshot shows the 'External Research' dashboard in the SISFO Research system. The user is Edi Purnomo Putra, S.Kom., M.MSI, Faculty Member. The dashboard displays a list of external research proposals with the following data:

No	Action	Status	Lecture ID	Research Leader	Title	Fiscal Year	Member
1.	<a href="#">Detail</a>	Draft			testbacknext252	2020	<a href="#">Member</a>
2.	<a href="#">Detail</a>	Draft			testbacknext25	2020	<a href="#">Member</a>
3.	<a href="#">Detail</a>	Draft	DE386	Edi Purnomo Putra, S.Kom., M.MSI	backnext25	2020	<a href="#">Member</a>
4.	<a href="#">Detail</a>	Draft	DE386	Edi Purnomo Putra, S.Kom., M.MSI	Test Nonstulation Acapp 25022020	2020	<a href="#">Member</a>
5.	<a href="#">Detail</a>	Draft	DE386	Edi Purnomo Putra, S.Kom., M.MSI	25 Juni	2020	<a href="#">Member</a>

2. Setelah berada di halaman external research, klik button add external research dan akan di arahkan ke halaman add external research form step pertama research detail



The screenshot shows the 'Add External Research Form' page in the SISFO Research system. The user is Edi Purnomo Putra, S.Kom., M.MSI, Faculty Member. The page is titled 'External Research' and 'Add External Research Form'. It contains three main sections:

- Research Detail**: Input consist detail of your research.
- Research Team**: Input your research member team.
- File Upload**: Upload your research receivable.

The 'Research Detail' section includes the following form fields:

- External Research Type:  Research Program  Non-Tuition
- User Name: Edi Purnomo Putra, S.Kom., M.MSI
- Period Research: 2020
- Research Title: [Empty text input field]

3. Isi semua field yang ada di form research detail

1 Research Detail

External Research Type:  Research Program  Non-Tuition **Please Select Type**

Year:

Research Title:

Source of Research Funding:

Research Length:  Year(s)

Year of Submission Research:

Research Start Date:  **Please Select Start Date**

Research End Date:  **Please Select End Date**

Research Type:

Billing Item:

Research Topic:

Research Sub-Topic:

Social Economic Purpose:

Social Economic Sub-Topic Purpose:

Institution Type of Funder:

Institution Name:

Funder Country:

Funding Program Name:

Research Scheme:

Funding Category:

Currency Date:

Amount Research Grant:

Research Grant in IDR:

Research Grant Name:

4. Setelah itu, klik button next untuk melanjutkan ke step kedua tapi jika ingin kembali ke halaman sebelumnya klik button back

5. Di step kedua Research Team, dosen bisa menambahkan member team dari internal, student ataupun external

BINUS University

SISFO Research

Edi Purnomo Putra, S.Kom., M.MS Faculty Member

External Research

Dashboard / Unit / Add External Research

Add External Research Form

15 Research Detail Input standard detail of your research

10 Research Team Input your research interest team

10 File Upload Upload your research necessities

Internal Research Member Student Research Member External Research Member

Internal Member 1



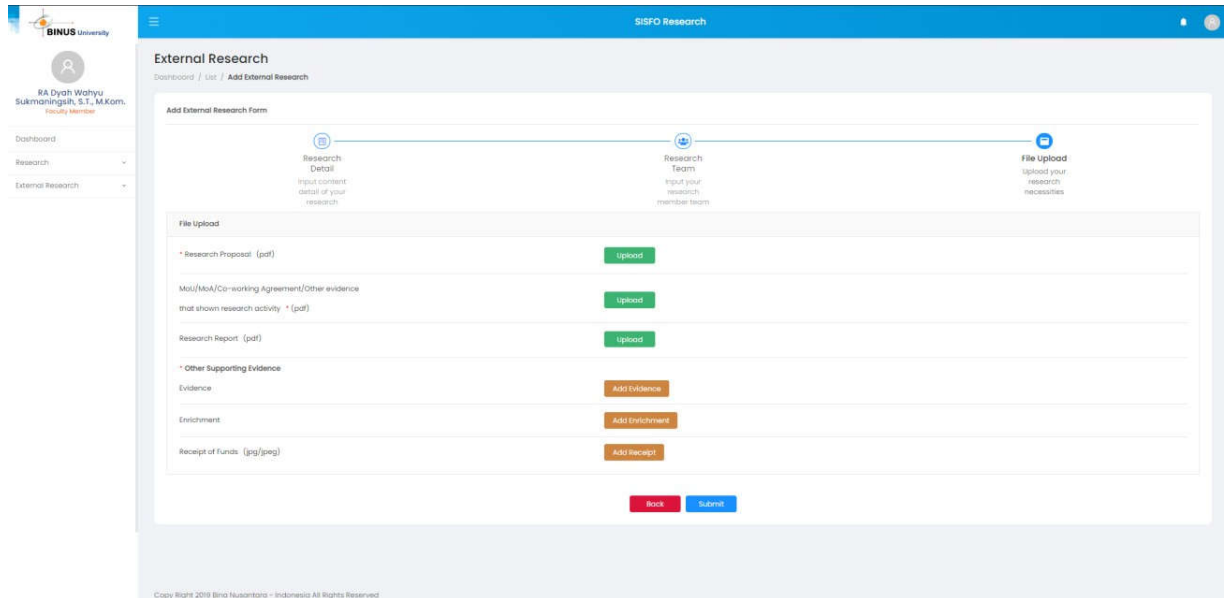
- Masukan id mahasiswa dan aplikasi akan menampilkan data mahasiswa sesuai dengan id yang diinputkan tapi jika tidak ada mahasiswa yang menjadi member dalam penelitian ini maka bisa lewati proses add member student research member. Klik button next untuk lanjutkan mengisi data external research member.
- Di bagian external research member, dosen dapat menambahkan data external diluar binus sebagai member dengan klik button add member

The image displays two screenshots of the SISFO Research dashboard. The top screenshot shows the 'Add External Research Form' page. The user is Edi Purnomo Patro, S.Kom, M.Si, Faculty Member. The page has three main steps: 'Research Detail' (input constant detail of your research), 'Research Team' (input your research member team), and 'File Upload' (upload your research necessities). Below these steps are tabs for 'Internal Research Member', 'Student Research Member', and 'External Research Member'. An 'Add Member' button is visible at the bottom left, and 'Back' and 'Next' buttons are at the bottom right.

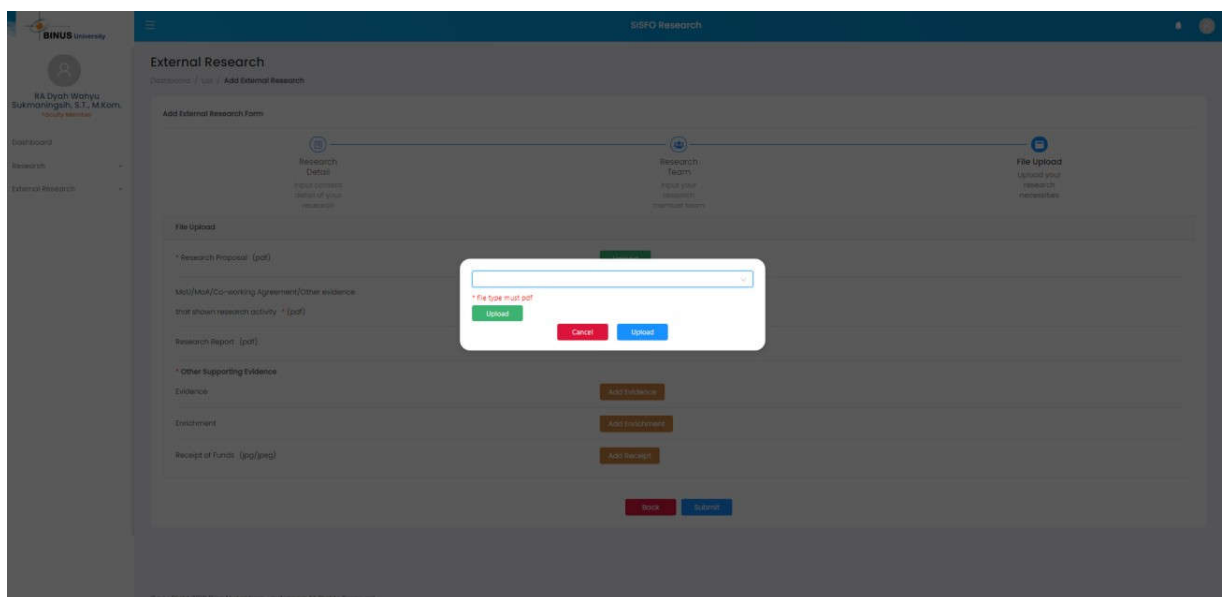
The bottom screenshot shows the 'External Member 1' form. The user is BA Dyan Wahyu Sukmaningra, S.T., M.Kom, Faculty Member. The form has the following fields: NIDN, Name \*, Email \*, Research Field \*, Study Program \*, Institution \*, Country \*, and Role \*. There are also dropdown menus for 'Select Country' and 'Select Institute'. An 'Add More Member' button is at the bottom left, and 'Back' and 'Next' buttons are at the bottom right. A copyright notice 'Copyright © 2019 Binus Nusantara - Indonesia All Rights Reserved' is at the bottom.

- Isi data form external member tapi jika tidak ada pihak eksternal yang menjadi member dalam penelitian ini maka bisa lewati proses add member external research member. Klik button next untuk lanjutkan ke step ketiga

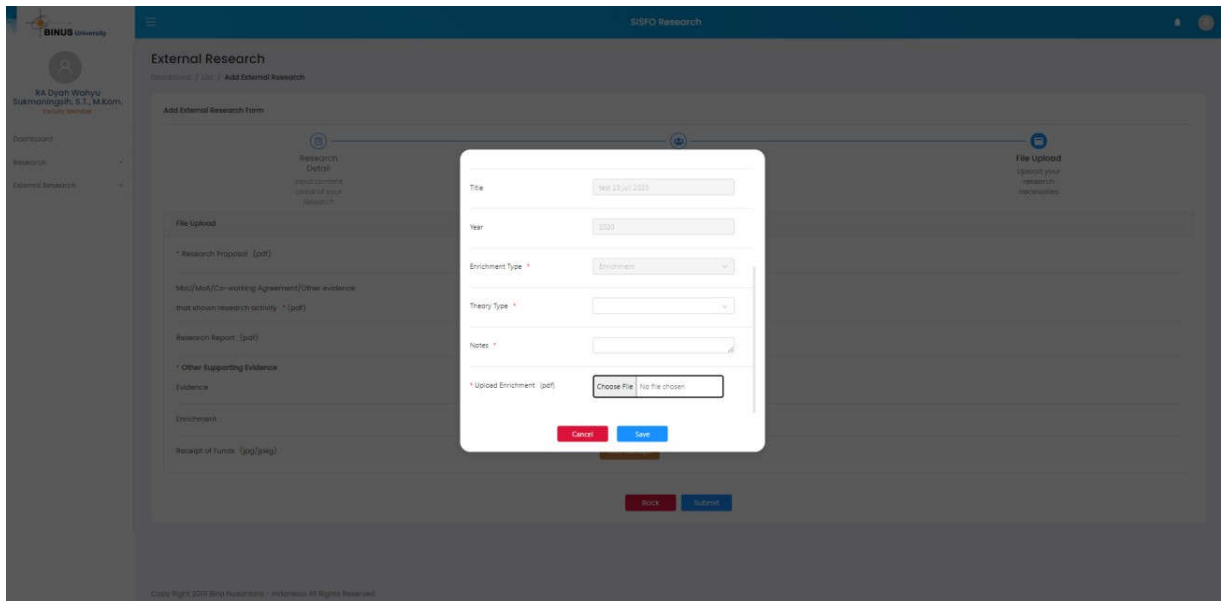
12. Di step ketiga file upload, dosen mengupload dokumen yang dibutuhkan



13. Klik button add evidence untuk memilih evidence & mengupload file dengan format pdf

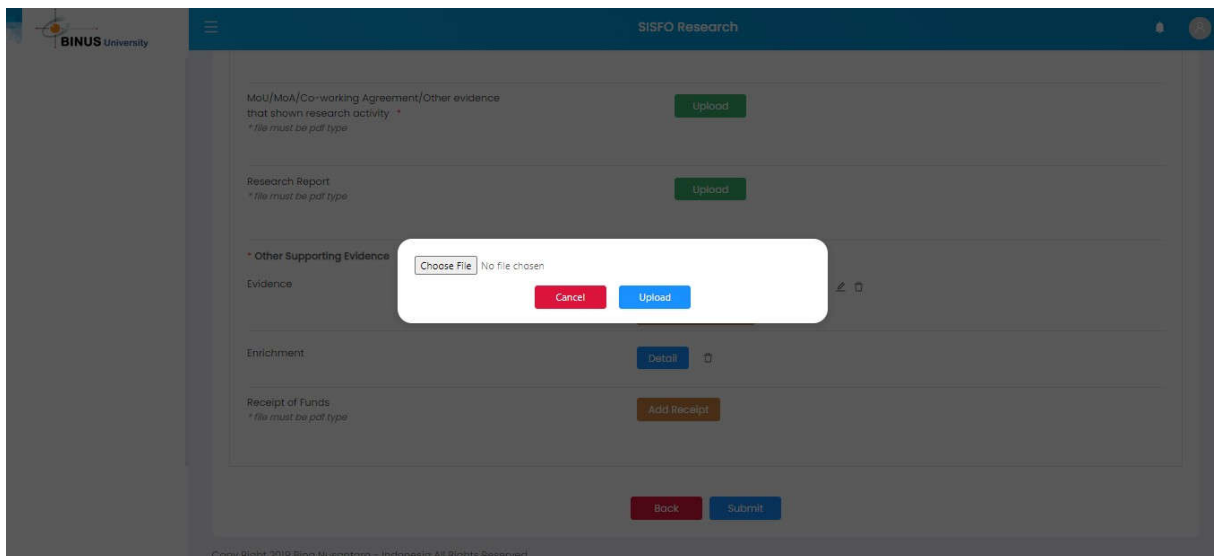


14. Klik button add enrichment untuk mengisi dan mengupload data enrichment dengan format pdf



15. Jika sudah menambahkan data enrichment klik button save dan akan di arahkan kembali kehalaman step ketiga file upload

16. Klik button add receipt untuk mengupload data receipt of funds dengan format pdf

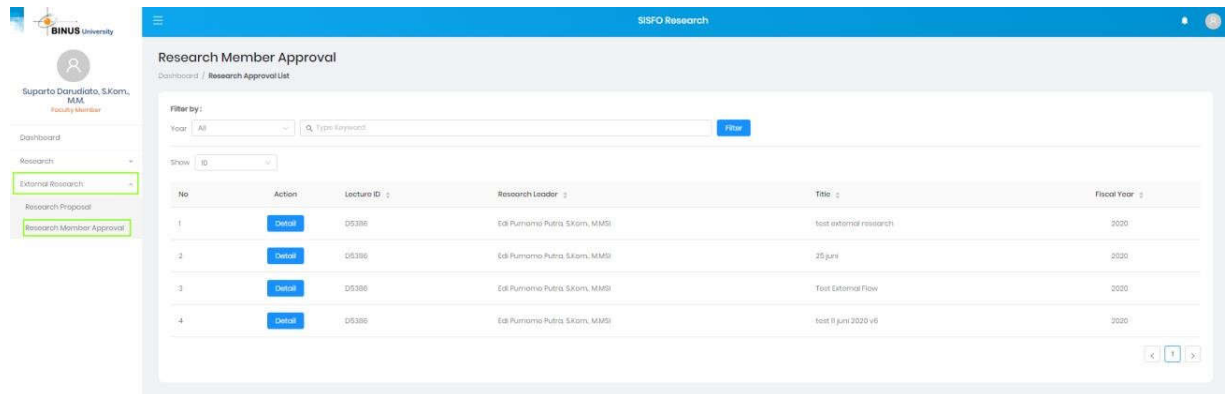


17. Jika sudah menambahkan data enrichment klik button save dan akan di arahkan kembali kehalaman step ketiga file upload

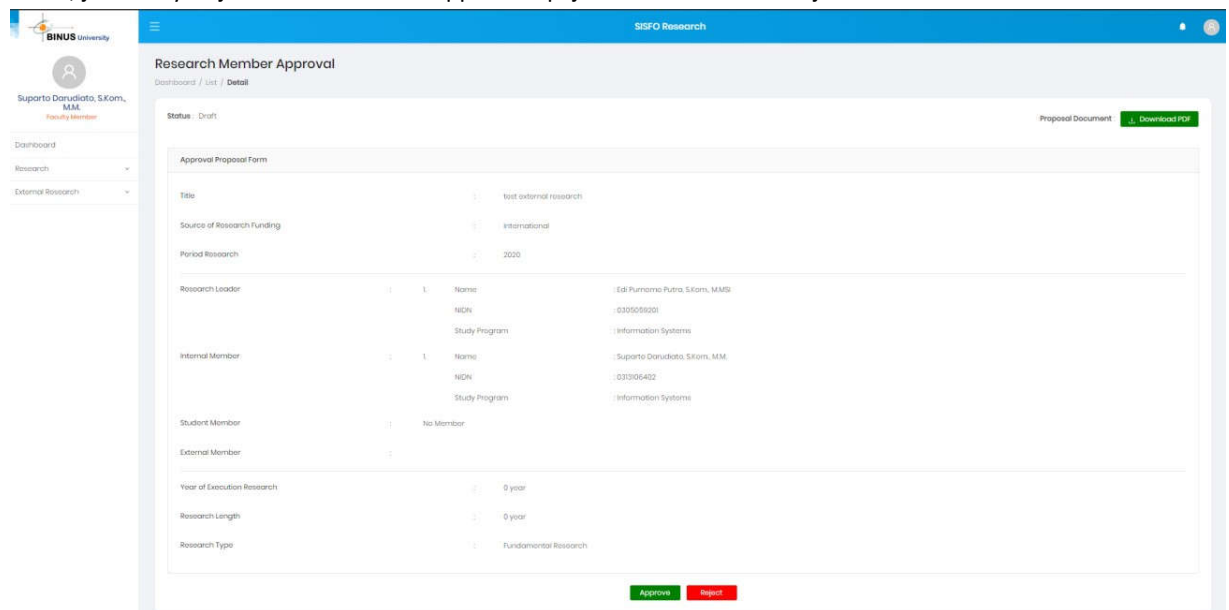
18. Apabila sudah selesai mengisi di step ketiga ini klik button submit untuk melanjutkan ke proses approval pastikan semua member yang sudah ditambahkan sudah melakukan approve research member approval tapi jika ingin mambatalkan maka klik button back.

## Approve member team

1. member yang sudah ditambahkan di research external perlu memberikan approve agar research external tersebut bisa disubmit dengan cara klik menu external research > research member approval dan akan di arahkan ke halaman research member approval.



2. klik button detail untuk memberikan approval dan akan di arahkan ke halaman detail. Pada halaman detail, jika menyetujui maka klik button approve tapi jika tidak klik button reject



## RC Approve External Research

1. setelah dosen melakukan submit external research, selanjutnya external research perlu di approve oleh RC dengan cara klik menu external research dan akan di arahkan ke halaman external research. Seperti gambar berikut:

The screenshot displays the 'External Research List' interface. It features a sidebar on the left with navigation options: Dashboard, Internal Proposal, Major and Field Mapping, External Research, and Reporting. The main content area shows a table with the following data:

No	Action	Status	Lecture ID	Research Leader	Title	Fiscal Year	Member
1	<a href="#">Detail</a>		D1200	Siti Purwati Putri, S.Kom, MMIS	test external research	2020	<a href="#">Member</a>
2	<a href="#">Detail</a>		D1200	Dr. Dyah Wahyu Subekti, S.T., M.Eng.	test 20 Juni 2022 for 2 Year Tutul	2020	<a href="#">Member</a>
3	<a href="#">Detail</a>		D1200	Siti Purwati Putri, S.Kom, MMIS	test nomination accp 25002000	2020	<a href="#">Member</a>
4	<a href="#">Detail</a>		D1200	Siti Purwati Putri, S.Kom, MMIS	Mayora Research	2020	<a href="#">Member</a>

2. Setelah berada di halaman list external research, RC memilih external research yang akan di approve klik button detail dan akan di arahkan ke halaman detail yang terdapat tiga pilihan tab bar yaitu research detail, research team dan supporting document

3. Pada tab bar research detail RC dapat melihat research detail yang sudah diinputkan oleh dosen

**External Research**  
Dashboard / list / Detail

**Research Detail**

Status: Waiting for approval by RC

Research Detail | Research Team | Supporting Documents

Period Research	:	2020
Title	:	test external research v2
Research Length	:	
Source Of Research Funding	:	International
Year of Execution Research	:	
Research Start Date	:	2020/06/30
Research End Date	:	2020/07/30
Research type	:	Fundamental Research
Bidang Ilmu	:	Arts & Humanities
Research Topic	:	Engineering and Technology
Research Sub Topic	:	Other Engineering and Technology
Socio Economic Purpose	:	Education and Training
Socio Economic Sub-topic Purpose	:	Teaching
Institution Type of Funder	:	Pemerintah
Institution Name	:	jaya makmur
Funder Country	:	Indonesia
Funding Program Name	:	test
Research Scheme	:	test
Funding Currency	:	AFN
Currency Date	:	2020/06/30
Amount Research Grant	:	100
Research Grant in IDR	:	Rp. 20.000.000.00
Research Outcome Type	:	R & D Prototype

Comment:

Approve Need Revision

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4. Pada halaman tab bar RC dapat melihat jumlah research member

**External Research**  
Dashboard / list / Detail

**Research Detail**

Status: Waiting Approval by RC

Research Detail | **Research Team** | Supporting Documents

**Researcher Team**

Research Leader	:	Name	:	RA Dyah Wahyu Sukmaningih, S.T., M.Kom.
		MDN	:	000207962
		Study Program	:	Information Systems
Internal Member	:	No Member	:	
Student Member	:	No Member	:	
External Member	:	No Member	:	

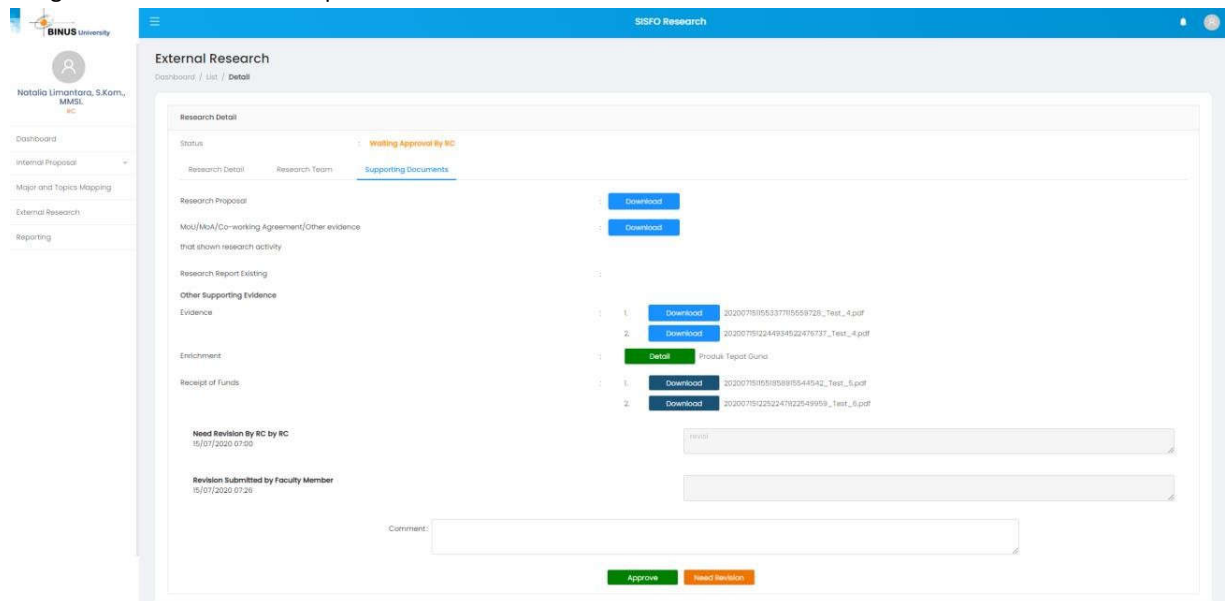
**Need Revision By RC by RC**  
15/07/2020 07:00

**Revision Submitted by Faculty Member**  
15/07/2020 07:28

Comment:

Approve Need Revision

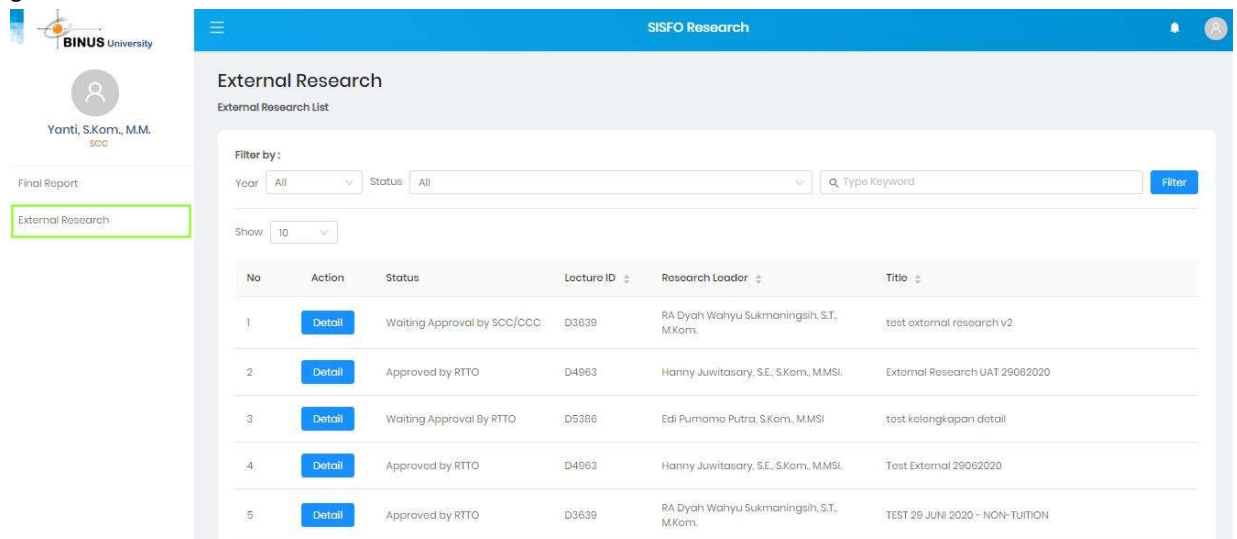
- Pada halaman tab barsupporting document RC dapat mendownload dokumen external research dosen dengan klik button download pdf



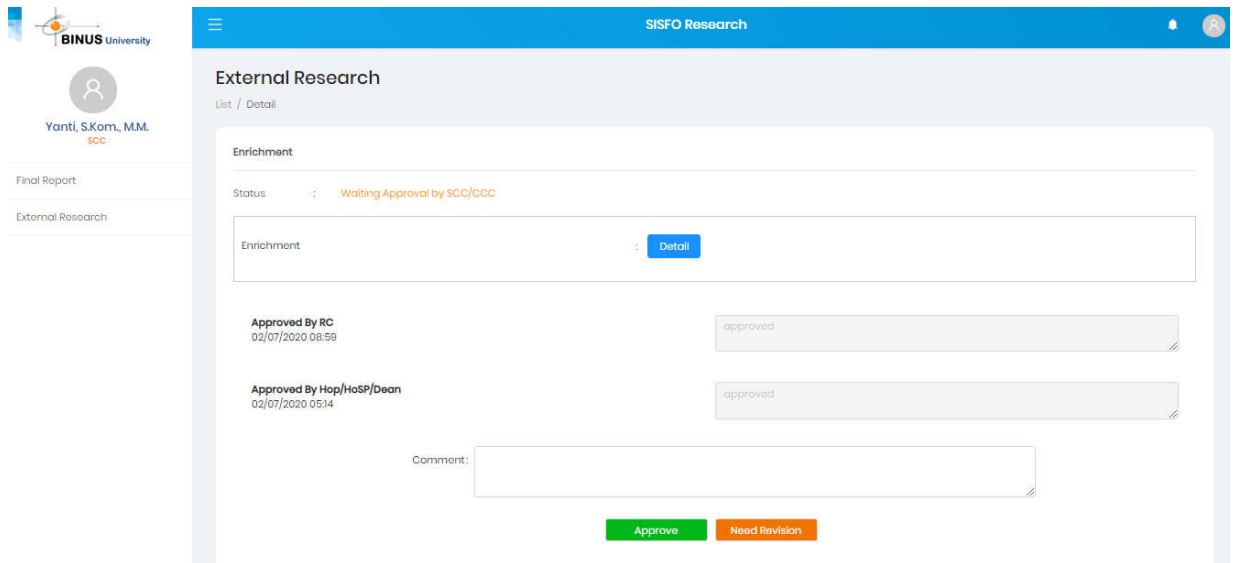
- kolom comment bersifat mandatory jika external research yang dinilai masih ada revisi. RC dapat memberikan approval dengan klik button approve untuk menyetujui dan klik button need revision jika external research tersebut masih perlu direvisi

### SCC Approve External Research

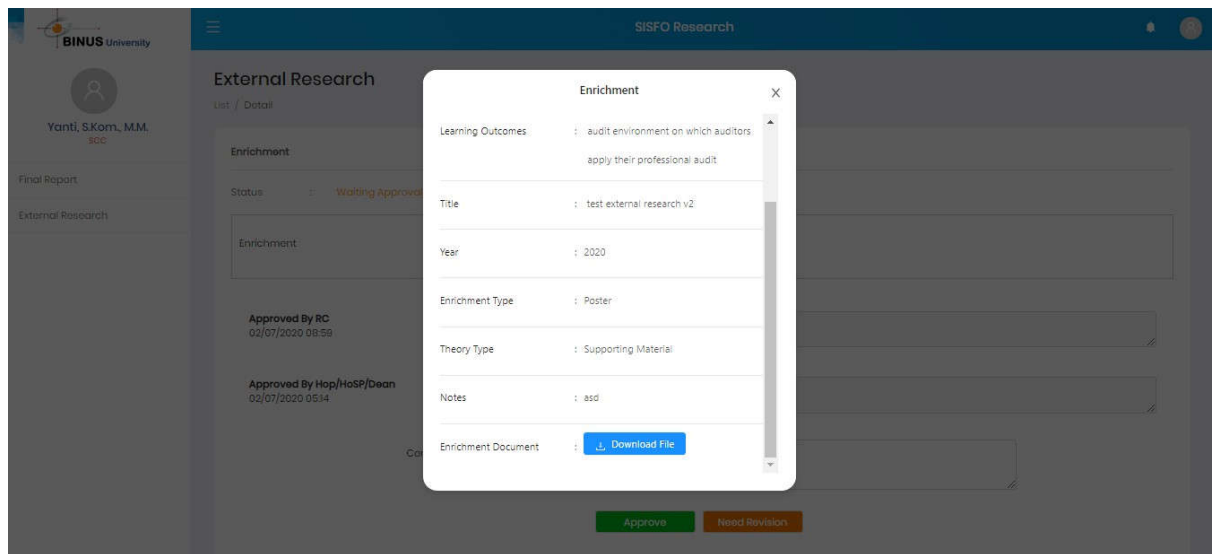
- setelah dosen melakukan submit external research, selanjutnya external research perlu di approve oleh SCC dengan cara klik menu external research dan akan di arahkan ke halaman external research. Seperti gambar berikut:



- Di halaman detail, kolom comment bersifat mandatory jika external research yang dinilai masih ada revisi. HoP dapat memberikan approval dengan klik button approve untuk menyetujui dan button need revision jika external research tersebut masih perlu direvisi



3. Apabila HoP ingin melihat data enrichment dosen maka klik detail dan akan ditampilkan popup enrichment. Pada halaman popup enrichment SCC dapat mendownload file enrichment dosen dengan klik button download file



### HoP Approve External Research

1. setelah external research diapprove oleh SCC, selanjutnya external research perlu di approve oleh HoP dengan cara klik menu external research dan akan di arahkan ke halaman external research. Seperti gambar berikut:

**External Research**  
Dashboard / External Research List

Filter by:

Year: All Status: All  [Filter](#)

Show: 10

No	Action	Status	Lecture ID	Research Leader	Title
1	<a href="#">Detail</a>	Waiting Approval by SCC/CCC	D3639	RA Dyah Wahyu Sukmaningsih, S.T., M.Kom.	test external research v2
2	<a href="#">Detail</a>	Waiting Approval by HoP/HoSP/Dean	D3639	RA Dyah Wahyu Sukmaningsih, S.T., M.Kom.	TEST 30 JUNI 2020 RESEARCH PROGRAM- IRMAN 3
3	<a href="#">Detail</a>	Approved by RTTO	D4663	Hanny Juwitasary, S.E., S.Kom., MMSI.	External Research UAT 29062020
4	<a href="#">Detail</a>	Waiting Approval By RTTO	D5386	Edi Purmomo Putra, S.Kom., MMSI	test kelengkapan detail
5	<a href="#">Detail</a>	Approved by RTTO	D4963	Hanny Juwitasary, S.E., S.Kom., MMSI.	Test External 29062020

- Di halaman detail, kolom comment bersifat mandatory jika external research yang dinilai masih ada revisi. HoP dapat memberikan approval dengan klik button approve untuk menyetujui dan button need revision jika external research tersebut masih perlu direvisi

**External Research**  
Dashboard / List / Detail

Enrichment

Status : Waiting Approval by HoP/HoSP/Dean

Enrichment [Detail](#)

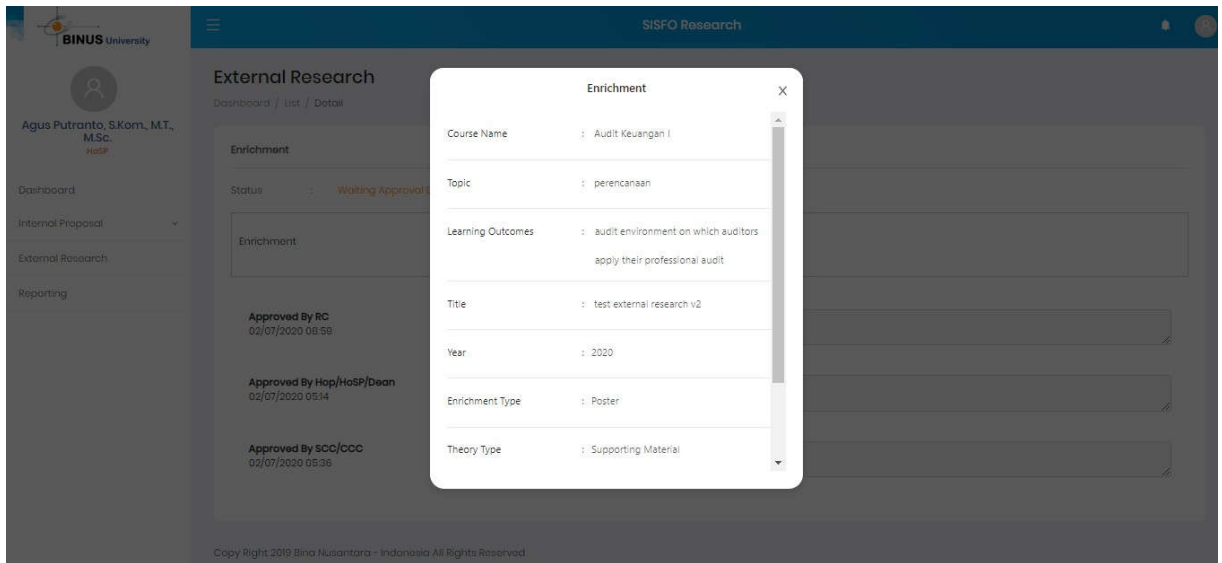
Approved By RC  
02/07/2020 08:59

Comment:

[Need Revision](#) [Approve](#)

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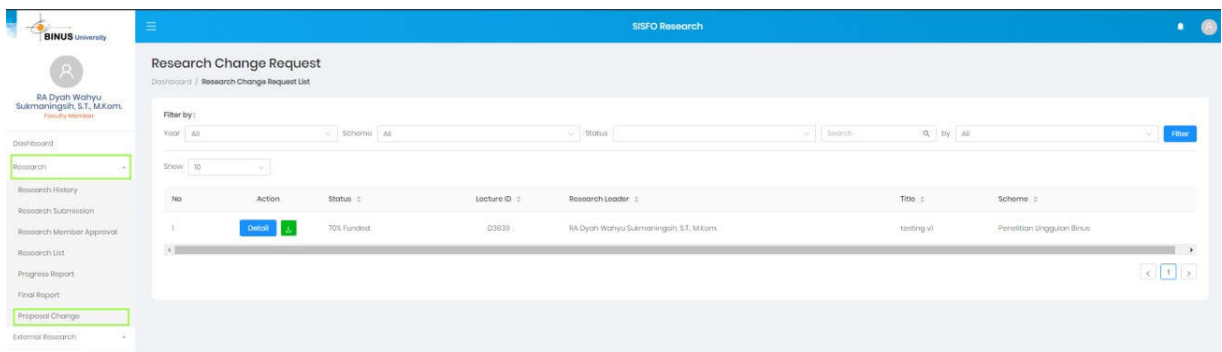
- Apabila HoP ingin melihat data enrichment dosen maka klik detail dan akan ditampilkan popup enrichment. Pada halaman popup enrichment SCC dapat mendownload file enrichment dosen dengan klik button download file



## Proposal Change atau Research Cancellation

### Dosen Request Proposal Change atau Research Cancellation

1. Di step ini, dosen dapat melakukan permintaan perubahan proposal atau mengajukan pembatalan proposal dengan cara klik menu research > proposal change. Seperti gambar berikut:



2. Setelah itu klik button detail untuk di arahkan ke halaman detail menampilkan tab bar leader. Jika ada yang ingin dirubah pada bagian research leader bisa menginputkan NIDN

**Research Change Request**  
Dashboard / List / Detail

Research Leader Internal Member Student Member External Member Submit Form Find Job

**New Entry Form**

- Title:** Testing v1
- NDN:** 010007563  
Search member by NDN
- Full Name:** RA Dyah Wahyu Sukmaningsih, S.T., M.Kom  
New Full Name
- E-mail:** dyah.wahyu@binus.ac.id  
New Email
- JAK:** AAIGP  
New JAK
- Study Program:** Information Systems  
New Study Program
- Institution:** BINUS University  
New Institution
- Workload:** 20  
New Workload
- Job Description:** Gd  
New Job Description

Back Save

3. Apabila ingin menambahkan, menghapus atau mengganti member maka klik tab bar internal member. Pada halaman tab bar member dosen dapat menambahkan dengan klik button add member, menghapus dengan klik button remove dan mengganti member dengan input NIDN lain

**Research Change Request**  
Dashboard / List / Detail

Research Leader Internal Member Student Member External Member Submit Form Find Job

**New Entry Form**

- NDN:** 010007563  
Search member by NDN
- Full Name:** Dr. Rendi Hartono, S.T., S.W.S., S.M.C.  
New Full Name
- E-mail:** rendi.hartono@binus.ac.id  
New Email
- JAK:** AAIGP  
New JAK
- Study Program:** Management  
New Study Program
- Institution:** BINUS University  
New Institution
- Workload:** 20  
New Workload
- Job Description:** Gd  
New Job Description

Save Add Member

4. Apabila ingin menambahkan student member klik tab bar student member, masukan NIM mahasiswa yang akan ditambahkan tentukan workload, job description dan phone number

The screenshot shows the 'Research Change Request' interface for adding a Student Member. The user is logged in as 'BA Dyah Wahyu Sukmaningsih, S.T., M.Com, Faculty Member'. The form is titled 'New Entry Form' and includes the following fields:

- NIM:** Search member by NIM
- Full Name:** New Full Name
- E-mail:** New Email
- JAK:** New JAK
- Study Program:** New Study Program
- Institution:** New Institution
- Workload:** 0, 0
- Job Description:** New Job Description
- Phone No.:**

Buttons at the bottom: Save, Add Member. Copyright 2019 Sina Nusantara - Indonesia All Rights Reserved.

5. Apabila ingin menambahkan external member klik tab bar external member, masukan masukan NIDN mahasiswa yang akan ditambahkan tentukan workload dan job description

The screenshot shows the 'Research Change Request' interface for adding an External Member. The user is logged in as 'BA Dyah Wahyu Sukmaningsih, S.T., M.Com, Faculty Member'. The form is titled 'New Entry Form' and includes the following fields:

- NIDN:** Search member by NIDN
- Full Name:** New Full Name
- E-mail:** New Email
- JAK:** New JAK
- Study Program:** New Study Program
- Institution:** New Institution
- Workload:** 0, 0
- Job Description:** New Job Description

Buttons at the bottom: Save, Add Member. Copyright 2019 Sina Nusantara - Indonesia All Rights Reserved.

- Setelah itu dosen mengupload bukti BAP dengan klik button choose file

The screenshot shows the 'Research Change Request' interface in the SISFO Research system. The user is logged in as RA Dyah Wahyu Sukmaningsih, S.T., M.Kom. The 'Submit Form' tab is active. The form contains the following fields: 'Location' (Bandung), 'Scope of Research Object' (LSD), 'Upload BAP' (Choose File, No file chosen), 'Research Cancellation' (unchecked), and 'Reason' (REASON...). A 'Save' button is located at the bottom right of the form area.

- Jika dosen ingin mengajukan pembatalan proposal maka ceklis check box research cancellation kemudian isi kolom alasan dan upload transfer receipt dan BAP dengan klik button choose file

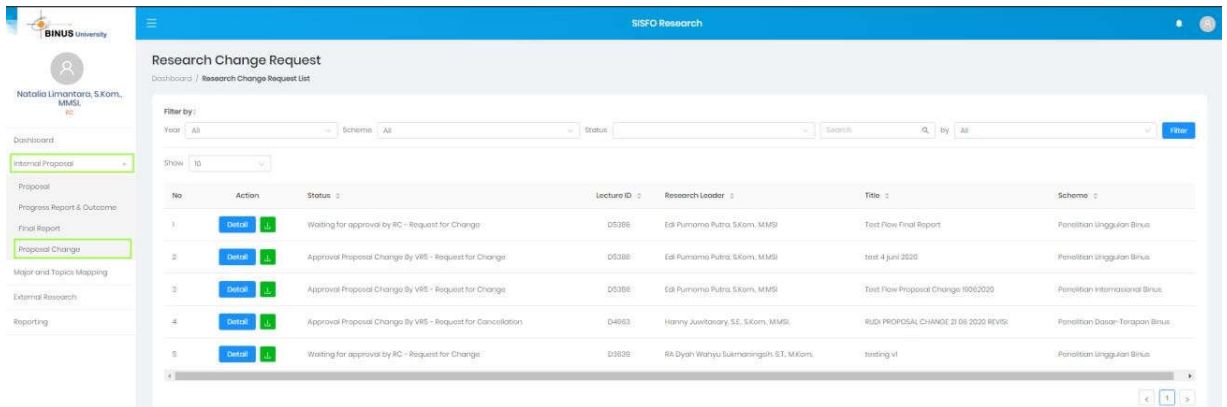
This screenshot shows the same 'Submit Form' page as above, but with the 'Research Cancellation' checkbox checked. Additionally, the 'Upload Transfer Receipt' field now has a 'Choose File' button and 'No file chosen' text.

- Setelah itu ceklis check box pada tab bar finalize kemudian klik button submit

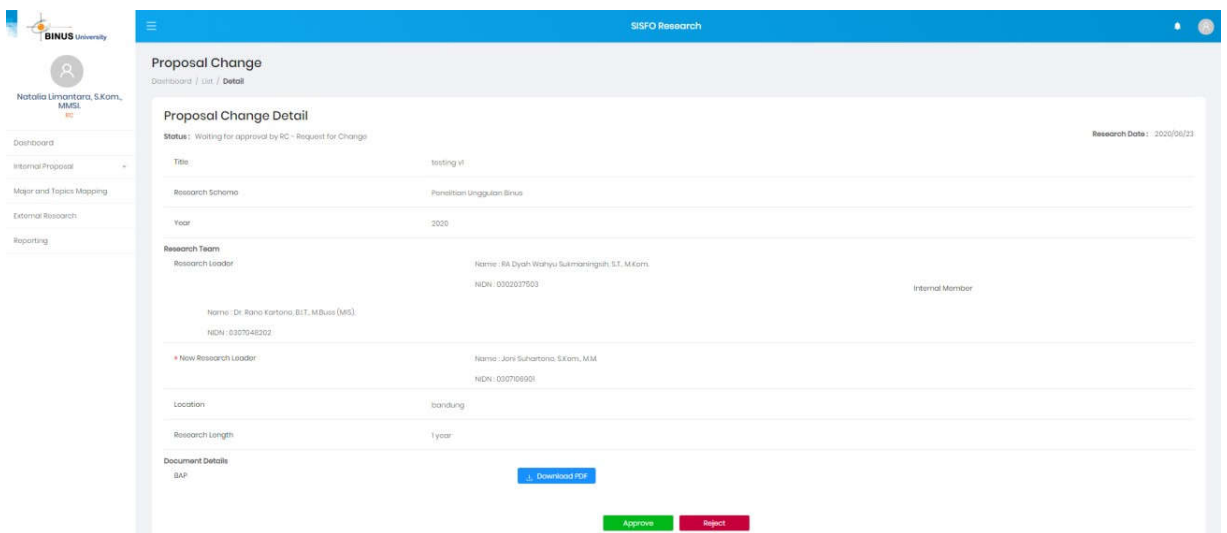
The screenshot shows the 'Finalize Form' page. The 'Finalize' tab is selected in the top navigation bar. The form contains a declaration: 'I hereby state that all information submitted in the terms and attachments are authentic and true. If it is found or proven that there is fraud and falsification of the information submitted, then I am willing to be subject to and accept the application of sanctions in accordance with applicable laws and regulations.' Below this is an 'Agree' checkbox and a 'Submit' button.

### RC Approve Proposal Change atau Research Cancellation

- Setelah dosen melakukan pengajuan perubahan proposal atau pengajuan pembatalan proposal, RC melakukan login untuk memberikan approval dengan cara klik menu internal proposal > proposal change. Seperti gambar berikut:

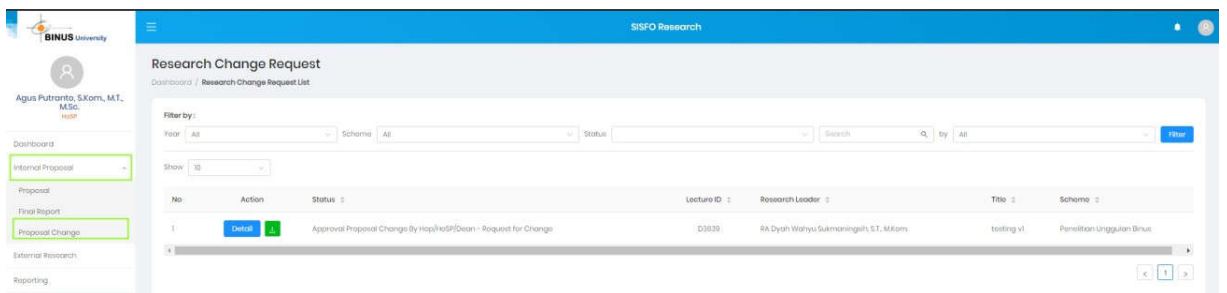


- Setelah itu pilih proposal yang akan diberikan approval klik button detail dan akan diarahkan kehalaman detail untuk memberikan approve untuk menyetujuinya atau reject



### HoP approve Proposal Change atau Research Cancellation

- Setelah RC memberikan approve perubahan proposal atau pengajuan pembatalan proposal, maka HoP selanjutnya memberikan approval dengan cara klik menu internal proposal > proposal change. Seperti gambar berikut:



2. Pilih penelitian yang akan diberikan approval klik button detail dan akan di arahkan ke halaman detail untuk memberikan approve untuk menyetujuinya atau reject

**Proposal Change Detail**  
Status: Approval Proposal Change By HoP/RePR/Dean - Request for Change

Research Date: 2020/06/30 [Download PDF](#)

Title: testing vl

Research Schema: Penelitian Unggulan Binus

Year: 2020

**Research Team**

Research Leader: Name: RA Dyah Wahyu Sukmaningsih, S.T., M.Kom, NIDN: 0302027503 Internal Member

Name: Dr. Rino Kartono, E.F., M.Ius (MS), NIDN: 0307042002

New Research Leader: Name: Joni Suhartono, S.Kom, M.M., NIDN: 030700901

Location: bandung

Research Length: 1 year

**Document Details**

BAP [Download PDF](#)

Approved Proposal Change By RC  
23/06/2020 03:38

[Approve](#) [Reject](#)

## Revisi Internal Proposal

### Revisi Internal Proposal

1. Jika pada proses approval proposal RC/HoP/RTTO menyatakan research perlu di revisi maka dosen harus mengerjakan revisi dengan cara klik menu research list kemudian pilih research yang berstatus 'proposal revision' dan klik button detail kemudian di arahkan ke halaman detail. Seperti gambar berikut:

**Research Tracking and Action**  
Status: Proposal Revision

Research Date: 2020/06/30 [Download PDF](#)

**Approval Proposal Form**

Title: test v2

Research Schema: Penelitian Internasional Binus

Year: 2020

**Research Team**

Research Leader: Name: RA Dyah Wahyu Sukmaningsih, S.T., M.Kom, NIDN: 0302027503

Location: bandung

Research Length: 1 year

Contract Letter: [Download Template Contract Letter](#)

Abstract: and

Approved by RC  
30/06/2020 03:38

Approved by HoP/RePR/Dean  
30/06/2020 03:40

Need Revision by RTTO  
30/06/2020 03:42

[Submit](#) [Edit](#)

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2. Setelah berada di halaman detail, dosen dapat melihat komen dari RC/HoP/RTTO mana yang harus di revisi. Selanjutnya klik button edit dan akan di arahkan ke halaman input data proposal kembali dan setelah itu ceklis kembali pada bagian finalize sebelum submit proposal

The screenshot shows the 'Research Submission Form' interface. On the left is a sidebar with the user profile 'RA Dyah Wahyu Sukmaningsih, S.T., M.Kom. Faculty Member' and navigation links for 'Dashboard', 'Research', and 'External Research'. The main content area features a progress bar with seven steps: Registration, Research Team, Content, Outcome, Budget, Schedule, and Finalize. Below the progress bar is a '7.1 Finalize Form' section containing a declaration statement and an 'Agree' checkbox. At the bottom are 'Back' and 'Submit' buttons.

3. Jika sudah klik button submit maka proposal akan di approve kembali oleh RC/HoP/RTTO

### Revisi input progress report & monev

1. Jika pada approval progress report & monev yang sudah ditambahkan direvisi oleh RC/RTTO maka dosen harus mengerjakan revisi dengan cara klik menu progress report kemudian pilih research yang berstatus 'revision progress report' dan klik button detail kemudian di arahkan ke halaman detail.

The screenshot shows the 'Progress Report' interface, specifically the 'Research Detail' page. The sidebar on the left is identical to the previous screenshot. The main content area displays the 'Research Detail' for a 'Revision Progress Report'. It includes a 'Download PDF' button and a form with the following fields: Title (TEST 30 JUNI 2020 PTD), Research Scheme (Penelitian Dasar-Terapan Binus), Year (2020), Research Team (Name: RA Dyah Wahyu Sukmaningsih, S.T., M.Kom., NIDN: 0302037503), Location (LOREM IPSUM), Research Length (1 year), and Abstract (LOREM IPSUM). At the bottom, there are two approval sections: 'Approved by RC' (dated 03/07/2020 01:47) with a signature field containing 'approved', and 'Need Revision by RTTO' (dated 03/07/2020 01:49) with a signature field containing 'revisi-waktu'. 'Submit' and 'Edit' buttons are located at the bottom of the form.

2. Setelah berada di halaman detail, dosen dapat melihat komen dari RC /RTTO mana yang harus direvisi. Selanjutnya klik button edit dan akan di arahkan ke halaman progress report content kembali

The screenshot shows the 'Progress Report' interface in the SISFO Research system. The header includes the BINUS University logo and the user profile of RA Dyah Wahyu Sukmaningsih, S.T., M.Kom., Faculty Member. The main content area is titled 'Add Progress Report Form' and features a three-step process flow: 1. Research Identity (Input the content of your research), 2. Progress Report Content (Input your research progress), and 3. Research Implementation (Input your research implementation). The 'Progress Report Content' step is currently active. Below the flow, there is a section titled '3. Progress Report Content' with a list of sections: Section 1 Introduction, Section 2 Study Literature, Section 3 Research Goals and Advantages, Section 4 Research Methods, Section 5 Achieved Results and Outcomes, and Section 6 Next Stage Plan. At the bottom of the form, there are 'Back' and 'Continue' buttons. The footer contains the copyright notice: 'Copy Right 2019 Bina Nusantara - Indonesia All Rights Reserved'.

3. Jika sudah selesai mengerjakan revisi klik button submit pada halaman research implementation dan proposal akan di approve kembali oleh RC /RTTO

## Revisi External Research

1. Jika external research pada proses approval proposal RC/HoP/RTTO menyatakan research perlu direvisi maka dosen harus mengerjakan revisi dengan cara klik menu external research > research proposal kemudian pilih research yang berstatus 'need revision' dan klik button detail kemudian di arahkan ke halaman detail. Seperti gambar berikut:



## External Research

Dashboard / List / Detail

### Research Detail

Status: Need Revision

Research Detail | Research Team | Supporting Documents

Period Research	: 2020
Title	: test revisi
Research Length	:
Source Of Research Funding	: International
Year of Execution Research	:
Research Start Date	: 2020/07/02
Research End Date	: 2020/08/27
Research type	: Fundamental Research
Bidang Ilmu	: Arts & Humanities
Research Topic	: Agricultural and Environmental Sciences
Research Sub Topic	: Agricultural and Veterinary Sciences
Socio Economic Purpose	: Education and Training
Socio Economic Sub-topic Purpose	: Computer Base Teaching and Learning
Institution Type of Funder	: Swasta/Industri
Institution Name	: jaya makmur
Funder Country	: Indonesia
Funding Program Name	: planning
Research Scheme	: PUB
Funding Currency	: AFN
Currency Date	: 2020/07/03
Amount Research Grant	: 1500
Research Grant in IDR	: Rp.100.000.000.00
Research Outcome Type	: R & D Prototype

**Approved By RC**  
03/07/2020 03:06

approved

**Need Revision By HoP/HoSP/Dean by HoSP**  
03/07/2020 03:07

revisi

Edit

Submit

- Setelah berada di halaman detail, dosen dapat melihat komen dari RC/HoP/SCC /RTTO mana yang harus di revisi. Selanjutnya klik button edit dan akan di arahkan ke halaman add external reseach step pertama research detail

3. Jika sudah selesai mengerjakan revisi klik button submit pada halaman file upload dan proposal akan di approve kembali oleh RC/HoP/SCC /RTTO