

GLOSSARY

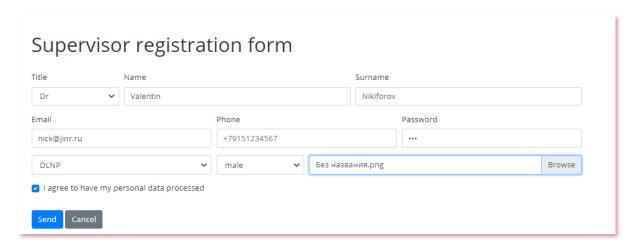
- INTEREST International Remote Student Training at JINR: a new online programme allowing students from all over the world to do science at JINR by choosing one of the available projects supervised by JINR experts. The official website of the programme is interest.jinr.ru. The working language of the programme is English.
- Wave is a working period of INTEREST lasting 4-6 weeks. This is the time during which a student works on a project under the guidance of a project supervisor. The Wave is considered to be successfully completed after the student has made a written report, uploaded it to the website and it has been approved by the project supervisor.
- Team is the Organising Committee of the programme available by interest@jinr.ru. Emergency contacts of the Wave managers:
 Julia Rybachuk +79167061086, rybachukjinr@gmail.com
 Elena Karpova +79160199548, karpova@jinr.ru
 Elizabeth Tsukanova +79055495509, elizabeth@jinr.ru
- Supervisor is a specialist officially employed at JINR who has registered on interest.jinr.ru and uploaded one or several projects to be chosen by students.
- Project is a scientific/engineering/IT task published by a supervisor, which can be done online within one Wave.
- Student is a participant in the programme studying science, engineering, or IT at a university, starting from their 2nd year and up to the PhD including.
- Report is the final document giving the results of the student's work on the project. It must be published by the student on the website and approved by the project supervisor not later than 7 days after the official finishing date of the Wave.

To join the programme as a SUPERVISOR, you need to:

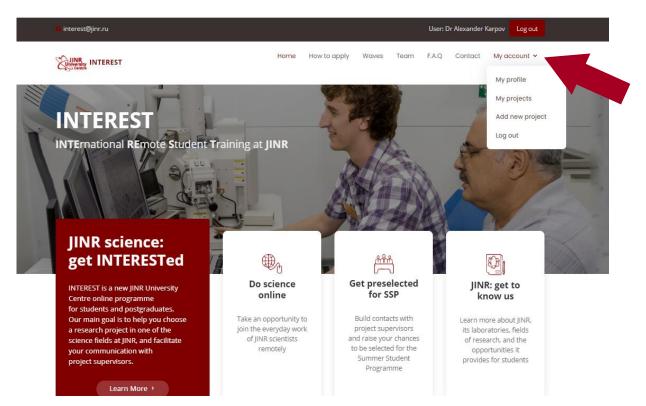
1. Register on the website. To do that, press **+Supervisor** in the top right corner of the screen.



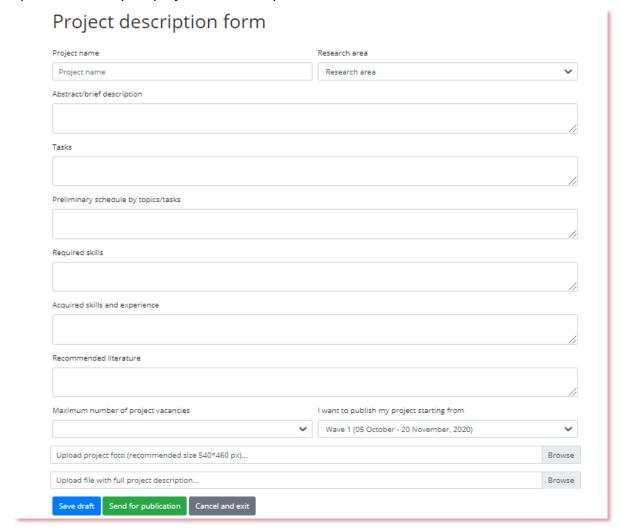
2. Using 26 standard Latin letters, fill in the form, upload your photo, and tick the box agreeing to have your personal data processed.



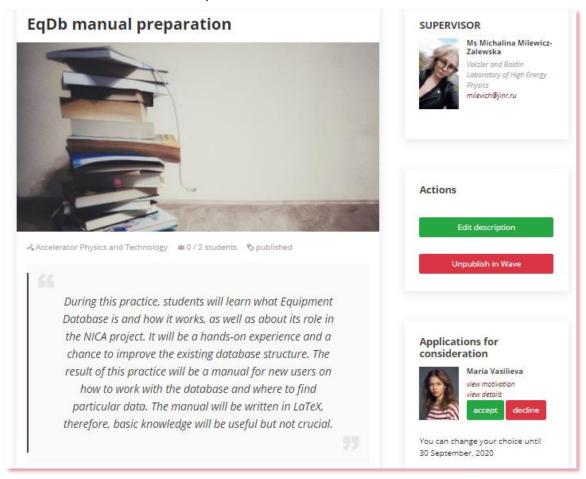
- 3. After all the boxes have been filled in correctly, you will see a pop-up window saying: *The account is created.*
 - Your username and password have been sent to your email address.
 - Please confirm your email address using the link in the email.
- 4. You will receive a notifying email. You will need to confirm your email address by following the link.
- 5. All registration requests must first be approved by the website administrators. Please wait till you get a confirming email inviting you to log in and add a project.
- 6. Log in by entering your email as a login and your password. As the last point of the menu line, you will see **My account**, with a drop-down list including **My profile** (where you can edit information about yourself, as well as change the password), **My projects** (to view the projects you have added), and **Add new project**.

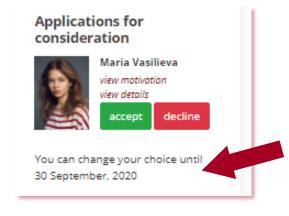


7. To create a new project, fill in the project description form in English. All the boxes are mandatory, except the last two (adding a project photo and a description text file). If you wish, you can upload a file with a detailed description of the project, as well as a project photo to make your project look more presentable.



- 8. Press **Send for publication** (if you have finished editing) or **Save draft** (if you are planning to finish it later but want to save what you have added so far). **Attention!** After pressing **Send for publication**, you will no longer be able to edit the project. In case editing is necessary, you will have to contact the Team about it, and they will "**return**" the project to you for editing.
- 9. The project will be published in the Wave that you have indicated as the starting one in the project description form.
- 10. The project will be published in the next Waves upon your approval.
- 11. After you have created a project and sent it for publication, it will be approved and published by the website administrators. You will receive an email saying: Your project has been published in *Wave 1*. In **My account** you will be able to see your project and its status (published).
- 12. When a student chooses your project, you will be notified by email. The students who have chosen your project will be displayed at the right side of your project page. You will be able to view the student's profile and their motivation letter.





You will be able to accept or decline the student's application by pressing the corresponding buttons.

You can also change your mind until the last day of the selection period. To check the last day of the selection period and other deadlines, you need to click the current Wave.

13.	The functions covering submission of the final report are currently under development. The Team will provide you with all the necessary instructions as soon as it is ready.