Submitting a Nomination

1. Navigate to nuramp.nebraska.edu ⤢.
2. Using your institutional credentials, sign in to the system. You will need to use Duo two-factor authentication to sign in.

NuRamp

Sign in using your institution's credentials

	University of Nebraska Medical Center
	University of Nebraska–Lincoln
UNK	University of Nebraska at Kearney
	University of Nebraska at Omaha
Nebraska	University of Nebraska Central Administration

3. In the top right corner of your screen, click the "add" button, then select "Add New Application" under "Internal Competitions".

➕ 📥 **Hello James**
Your Account ▾

Add

Internal Competitions	Lab Animal Management	COI/COC Disclosure	Export Control
Add New Application	Add New Lab	Add New Disclosure Form	Add New Assessment Form
	Add New Vendor	Review Disclosure(s)	
	Add New Product/Service		

Event Management System

Add New Event

4. In the "Select a competition" dropdown, select "UNMC Distinguished Scientist and Other Research Awards Nomination". The details of the nomination process will be displayed.
5. Scroll to the bottom of the details section and click the "Start Application" button to begin a new nomination.

6. Review the award criteria and ensure that the person you are nominating meets the minimum criteria.
7. In the "Nomination Details" section, search for and select the nominee's name, college/institute, department, and select the award for which you would like to nominate them.

Nomination Details

* Nominee

Please enter 3 more characters

* Nominee

James gei

James Geiger - james.geiger@unmc.edu - 4025594565

* College/Institute

* Nominee

James Geiger - james.geiger@unmc.edu - 4025594565   ✕

8. Enter a brief statement of nomination. Indicate the reasons why you are nominating this individual and how they are contributing to research at UNMC.
9. Search for and select your name as nominator. If you are submitting the nomination on behalf of someone else, search and select their name. Self-nominations are permitted.
10. Upload the nominee's curriculum vitae. In lieu of a full CV, the nominee's biosketch may be used.
11. When finished, select the "check if this page is complete" checkbox. Then click "save and go to next". Your nomination will be checked for completeness. If anything needs to be filled out or updated, the form will indicate the error.

☑ Check if this page is complete ❓

🖫 save   save and go to next ➜

12. On the next page, click "Start Routing" to sign off and submit the nomination.

◢ Start Routing

13. Provide your initials, then click "submit".

To sign this document enter your decision and any comments.

☑ James Geiger

Decision:

| Approve ▼ |

Comment:

Initials:

jmg

Submit

14. You will see an alert indicating that your signature was accepted. Your nomination has been recieved and will be considered. No further action is required.

Any number of nominations may be submitted, but you must submit a separate nomination for each individual you would like to nominate.

Any questions about this process may be directed to the Office of the Vice Chancellor for Research.

⟲ Revision #1
★ Created Thu, Jul 29, 2021 2:57 PM by James Geiger
✎ Updated Thu, Jul 29, 2021 3:22 PM by James Geiger