

# Accessing Cayuse Sponsored Projects (SP)

1. Log in to Cayuse via the UCCS Cayuse portal (<http://uccs.app.cayuse.com>)
2. On the Cayuse Landing page, click the Products Dropdown Menu

My Tasks + New Task

Task Type	From	Assigned To	Created	Last Activity	Due	Status
Other			03/04/2024	04/24/2024		Open
Other			03/04/2024	04/24/2024		Open
Other			02/27/2024	04/24/2024		Open
Other			03/08/2024	04/24/2024		Open
Other			03/12/2024	04/24/2024		Open
Other			03/19/2024	04/24/2024		Open
Other			03/04/2024	04/24/2024		Open

Showing 7 of 7 items

3. Select Sponsored Projects

Products Becca Valenstein

- Home
- Sponsored Projects**
- Admin
- Platform Manager

New Task

Assigned To	Created	Last Activity	Due	Status
	03/04/2024	04/24/2024		Open
	03/04/2024	04/24/2024		Open
	02/27/2024	04/24/2024		Open
	03/08/2024	04/24/2024		Open
	03/12/2024	04/24/2024		Open
	03/19/2024	04/24/2024		Open

#### 4. Sponsored Projects will open to the Proposals Dashboard

The screenshot displays the Cayuse Sponsored Projects interface. At the top, the 'Proposals' tab is selected in the navigation menu. The main heading is 'Proposals Dashboard'. Below this, there are four summary cards:

- 56 In Development**: Proposals are being filled out by researchers. (Icon: pencil and paper)
- 9 Under Review**: Proposals are being internal reviewed. (Icon: paper airplane)
- 5 Approved**: Proposals are approved for submission. (Icon: thumbs up)
- 1 Closed**: Proposals were closed by an admin for some other reason. (Icon: folder)

A search icon is visible at the bottom left of the dashboard area.