

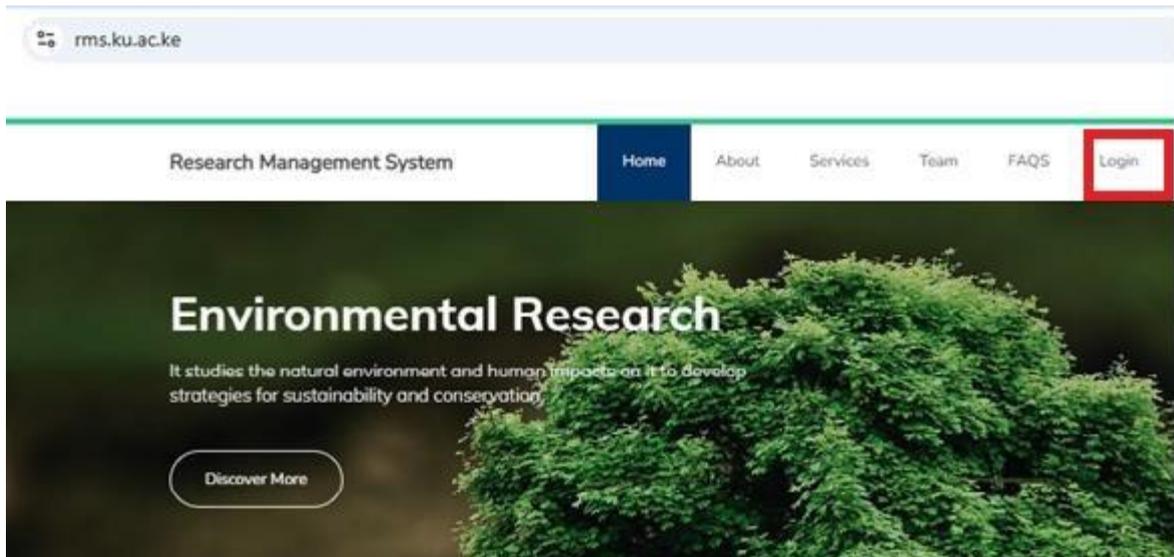


KU User Guide for the Research Management System (RMS)

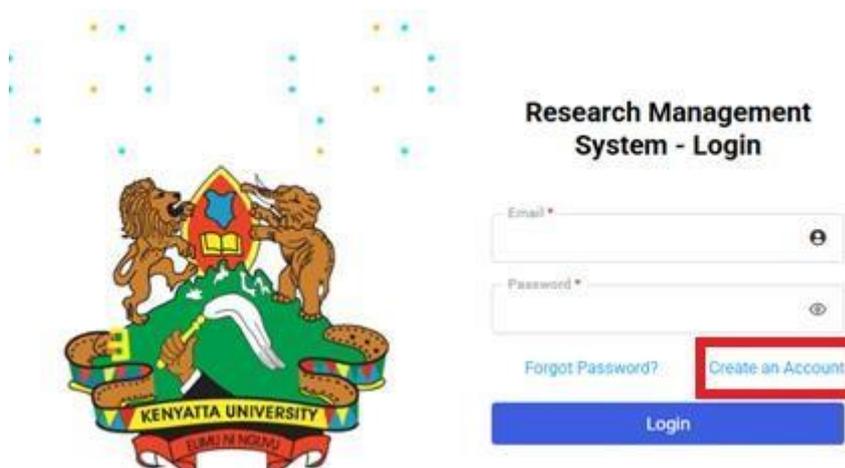
KENYATTA UNIVERSITY

Part 1: Account Registration

1. Visit the site rms.ku.ac.ke. Then, click the "Login" button



2. Click "Create an Account."





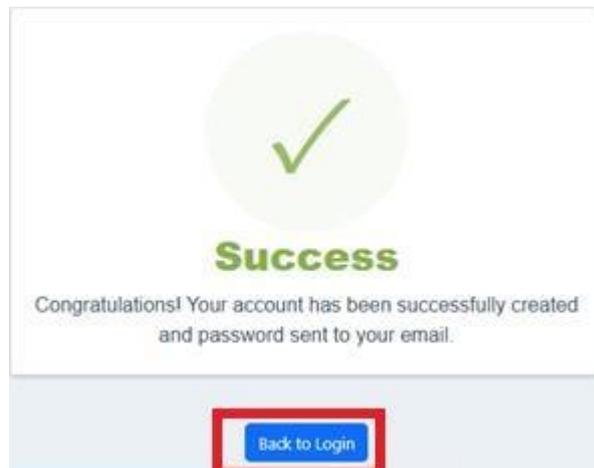
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3. Fill in your details, then click "Register."

A screenshot of the 'Create an Account' form. The form is titled 'Create an Account' and includes a sub-header 'Double-Check Your Account Details for Accuracy'. Below this, it states 'All Fields Marked with * are mandatory.' The form contains several input fields: 'Test Alice' (with a person icon), 'test@ku.ac.ke' (with an email icon), '0720111222' (with a phone icon), 'Telephone Number' (with a phone icon), '56718-00200' (with a location pin icon), 'KU' (with a building icon), and 'MBA-Finance' (with a building icon). There is a checkbox labeled 'I agree to the terms' which is checked. Below the checkbox is a link that says 'I have created an account already'. A blue 'Register' button is highlighted with a red border.

4. After your account has been successfully registered, the login details will be sent to your email.

Then, click "Back to Login."





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Part 2: User Login

5. Fill in your login details, then click "Login."

NB: Your initial login details were sent to your email after registration. If you have forgotten your login details, click "Forgot Password."



Part 3: Letters of Support

6. Under "Letters of Support," click "Request Support Letter."

TEST ALICE

- Researcher's Dashboard
- Proposal Ethics Hub
- Ethical Review Process
- Publication Incentives
- Attendance Approvals
- Letters of Support**
- Request Support Letter**
- My Support Letters
- Conference Hosting
- Data collection
- Affiliation requests
- My Account's Profile

Request Letter of Support

Title of Proposal *1

Amplifying Community Voices to Improve Adolescent Sexual and Reproductive Health Outcomes in Kenya Through Evidence-Based Approaches

Recipient Name *2

Recipient Email *3

Lead Institution Name *4

Partnering Institution Name *5

Support Letter Type *6

Submission Option *7

Link to Call *8

Submit To (Organization Name) *9

Proposal Date*

Department *10

Experience *11

Dr. Wanjiku is a senior lecturer who has previously led and implemented funded research in the field of

1. Title of Proposal
Enter the title of the proposal or project (e.g., "Community Development Initiative")

2. Recipient Name
Enter your name in this field.

3. Recipient Email
Enter your email address in this field.

4. Lead Institution Name
Provide the name of the lead institution in this field.

5. Partnering Institution Name:
If you are collaborating with another institution, enter the name of the partnering institution in this field

6. Support Letter Type
Select one category from the three provided:
i) Proposal Submission KU Lead – Choose this option when KU is the lead institution.
ii) Proposal Submission KU Partner (Co-PI) – Choose this option when KU is not the lead institution but is a partnering institution.
iii) Request NACOSTI Research Permit



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My Support Letters
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Kenyatta University Mount St. Vincent University (Canada) and the Mir

Support Letter Type * 6
 Proposal Submission KU LEAD

Submission Option * 7
 Link to Call

Link to Call 8
 https://www.idrc-crdd.ca/en

Submit To (Organization Name) * 9
 International Development Research Center (IDRC)

Proposal Date*
 05/07/2024

Department * 10
 Community Resource Management

Experience * 11
 Dr. Wanjiku is a senior lecturer who has previously led and implemented funded research in the field of sexual and reproductive health with a focus on adolescents and youth.

Proposal Objectives * 12
 The proposed project aims is to empower adolescent girls in high risk counties in Kenya with comprehensive knowledge, attitudes and skills regarding their sexual and reproductive health and rights (SRHR) through evidence-based community-led action and policy advocacy to improve SRHR outcomes.

Postal Address *
 56718-00200

Street Name *
 Runda Drive

- 8. Link to call**
 i) If you selected "Link to Call" in Step 5, enter the link to the call in this field.
 ii) If you selected "Paper/Document with Link to Call" in Step 5, upload the document containing the link to the call.
- 9. Submit to (Organization Name)**
 Provide the name of the organization or institution serving as the funding body.
- 10. Department**
 Indicate your department.
- 11. Experience**
 Provide a brief description of your experience relevant to the project or proposal.
- 12. Proposal Objectives**
 Provide a brief description of the proposal/ project objectives

7. A confirmation message will appear on your screen.

You can also view your application under the "My Support Letters" tab.

KU RMS

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Home Contact

New Requested Letters

Show 10 entries

Copy CSV Excel PDF

#	Recipient's Name
1	TEST ALICE

Showing 1 to 1 of 1 entries