


**Post a Comment**

Anyone can use the Post a Comment for the Entire Project activity in eResearch Proposal Management to communicate with others involved in the project.

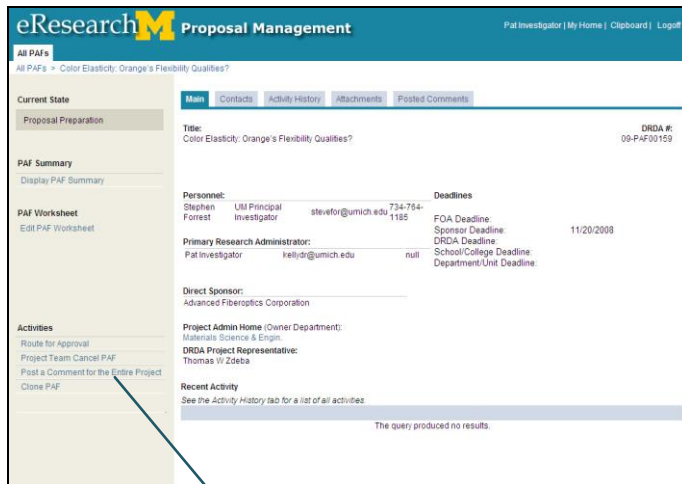
- Comments can be posted during every state and by anyone with access to the project.
- You can select to e-mail individual listed on the PAF Worksheet your comments.

**Important Information**

- Post a Comment is a communication tool only and will not update or route your PAF for approval.

 Messages/notes/comments posted are permanent and visible to anyone with access to the PAF.

**PAF Workspace**



1. Click the **Post a Comment for the Entire Project** activity from the PAF Workspace.

**1** Post a Comment for the Entire Project

### Post a Comment for the Entire Project Window

Post a Comment for the Entire Project

**Color Elasticity: Orange's Flexibility Qualities? (09-PAF00159)**

Comments and attached documents are:

- Permanently posted to the proposal's Project Workspace
- Visible to ANYONE WHO CAN VIEW this proposal

Enter Comments:

**2**

Attach documents that are related to your comment. Do NOT attach revised proposal documents here. Revised proposal documents should be attached to the appropriate section of the PAF. Posting a comment is a communication tool only, and will not update, make changes, or submit your proposal.

See Help for more information on working with documents.

**3** Add

Name	Version
There are no items to display	

**4** Select Email Recipients (Optional):  
People selected below will receive an email that a comment has been posted to the PAF. The email will include the comment text. The comment and attachment(s) can be viewed from the PAF's Project Workspace in the system.

Key Project Personnel  
 Stephen Forrest (Materials Science & Engin., 221800)

Administrative Project Personnel  
 Pat Investigator

DRDA Project Representative  
 Thomas Zdeba

Click OK to save your comments, attached documents, and email the individuals selected above.  
**Warning:** Comments and the related comments documents cannot be removed after you click OK.

Click Cancel to close this window without saving comments and/or attached documents.

**5** OK Cancel

2. Enter comments. (Character limit = 2000).
3. Click **Add** to upload documents if needed.
4. Optional, select **Email Recipients**.
5. Click **OK** to post comment to project, send email to selected email recipients and return to the PAF Workspace.

### PAF Workspace

eResearch **M** Proposal Management

Pat Investigator | My Home | Clipboard | Logout

All PAFs  
# PAFs > Color Elasticity: Orange's Flexibility Qualities?

Current State  
Proposal Preparation

PAF Summary  
Display PAF Summary

PAF Worksheet  
Edit PAF Worksheet

Activities  
Route for Approval  
Project Team Cancel PAF  
Post a Comment for the Entire Project  
Clone PAF

Title: Color Elasticity: Orange's Flexibility Qualities? DRDA #: 09-PAF00159

Personnel: UMI Principal Investigator: stevefor@umich.edu 734-764-1185

Deadlines: FOA Deadline: Sponsor Deadline: 11/20/2008

Primary Research Administrator: Pat Investigator: kellydr@umich.edu null

School/College Deadline: Department/Unit Deadline:

Direct Sponsor: Advanced Fiberoptics Corporation

Project Admin Home (Owner Department): Materials Science & Engin

DRDA Project Representative: Thomas W Zdeba

Recent Activity  
See the Activity History tab for a list of all activities

Activity	Author	Activity Date
Comment Posted for the Entire Project	Pat Investigator	11/11/2008 12:26 PM EST

**6** Recent Activity  
See the Activity History tab for a list of all activities.

Activity	Author	Activity Date
Comment Posted for the Entire Project	Pat Investigator	11/11/2008 12:26 PM EST

Please sign PAF/COI.  
Email Recipients:  
Stephen Forrest

6. Notice that **Comment Posted for the Entire Project** is logged in the Recent Activity list.

**Note:** It logs who performed the activity (author) and the activity date time.