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After logging into your Grants@Heart account:

1. Under Select Profile, you should choose Peer Reviewer
   • If you’re a Chair/Co-Chair, you would choose the respective role.
After selecting your role, the following is what you should be seeing:

1. Chair's Viewpoint

2. Peer Reviewer's Viewpoint

Both roles have similar navigation menu. For the Peer Review meeting, the only tabs that will be used is View Streamline List and Discussion.
To see the Streamline List, your screens should be as per example.

1. Click on View Streamline List

2. Streamline List
For the actual meeting, you'll need to click on the Discussion tab.

1. Click on **Discussion**
2. Chair Discussion Viewpoint
3. Peer Reviewer Discussion Viewpoint

The **Refresh button** (4) is going to be your best friend throughout the meeting. You would need this button to see the **chosen application** (5) and see the **Score button** (6) to enter your final score (single number score). Also, you can **View Critiques** (7) of the application.

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To view the application:

1. Click on **Application ID**

2. Application is accessible and all of the documents are there for your reference as the discussion is happening.

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To see the list and switch applications:

1. Click on the drop down menu
2. Select application to go to

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To view the critiques:

1. Click on View Critique
2. Critiques is accessible for your reference during the application discussion
To give the final score of the application:

1. Click on **Score**
   - If you don’t see the Score button, click on Refresh button.

2. You would enter a single digit and click submit for your final score.

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