

## Methodology

A **simplified** typical scenario



### Project registration

The **Project Manager creates a new project and registers** its data, including, among others:

the **workpackages**

the **justification periods**

the **researchers** assigned to each workpackage.



### Planning

For each workpackage, the **Project Manager sets the number of hours** of dedication planned for one or more researchers.

**PerMaT-RP distributes** automatically **the hours on a compatible way with the rest of activities** of the researchers.



### Change of activities

**Researchers can make changes in their activities**, such as attendance at a workshop, teaching hours, sickness absence..., by **registering them in their schedule**, or change the planned hours to **adjust the planning to** what the researcher actually did.



### Replanning

Whenever a change in the daily activities of a researcher disrupts the planning done, **PerMaT-RP replans** his dedication hours in the involved workpackages to meet again the conditions set by the Project Manager.



### Justification

The **Project Manager gets the timesheets dynamically generated** by PerMaT-RP for **signature**, being available for the fulfillment of the justification.

For your security, **the Project Manager can store the signed timesheets in the document repository** the service offers.



### Data analysis

**PerMaT-RP includes a Data Analysis module for control and monitoring** of performance in the projects of your institution, **as well as for the improvement** of processes.