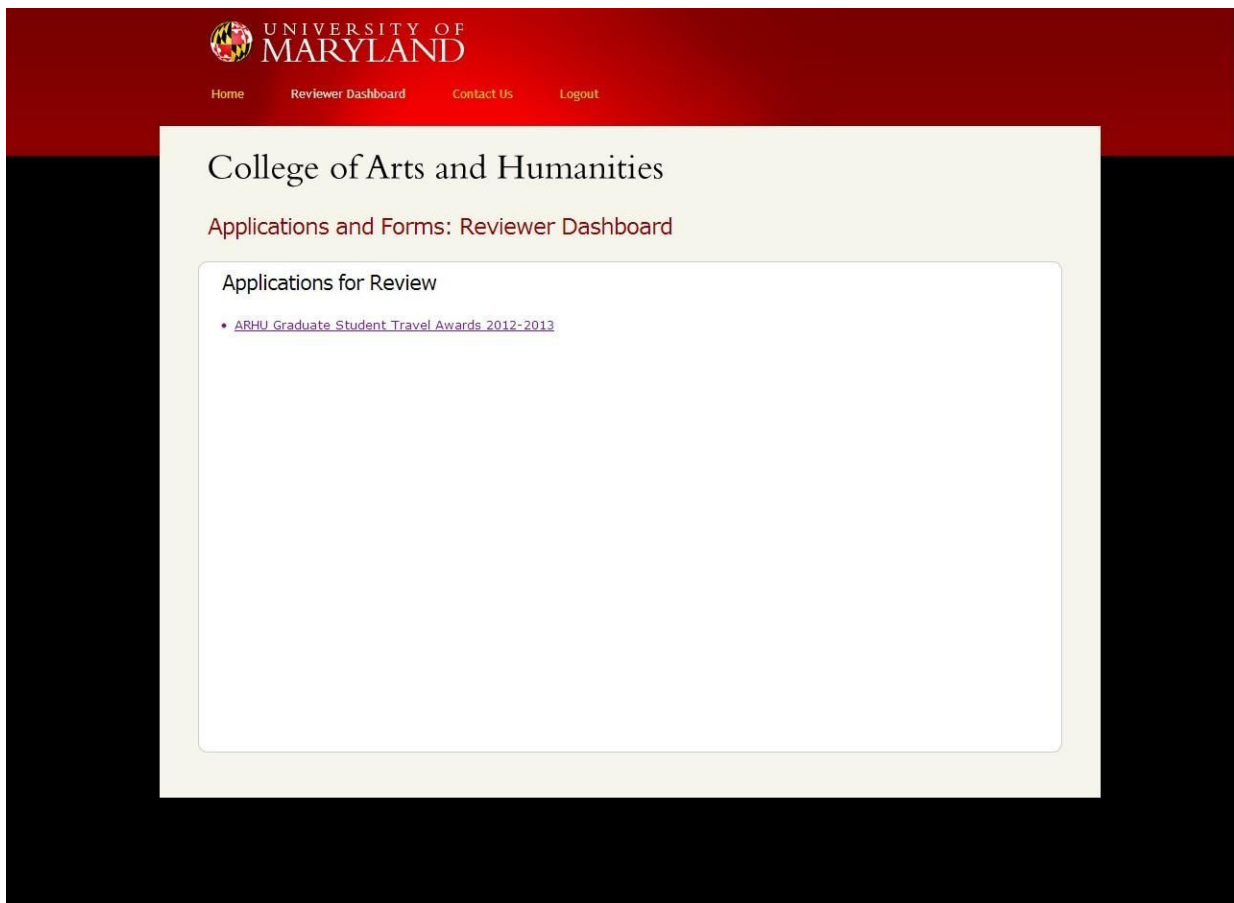


## ARHU Graduate Student Travel Awards 2020-2021 Instructions for Graduate Directors

1. After the students have applied using <https://apply.arhu.umd.edu>, login to the same site using your Directory ID and password
2. If you do not see the following screen, please inform us using this form: <https://apply.arhu.umd.edu/contact>



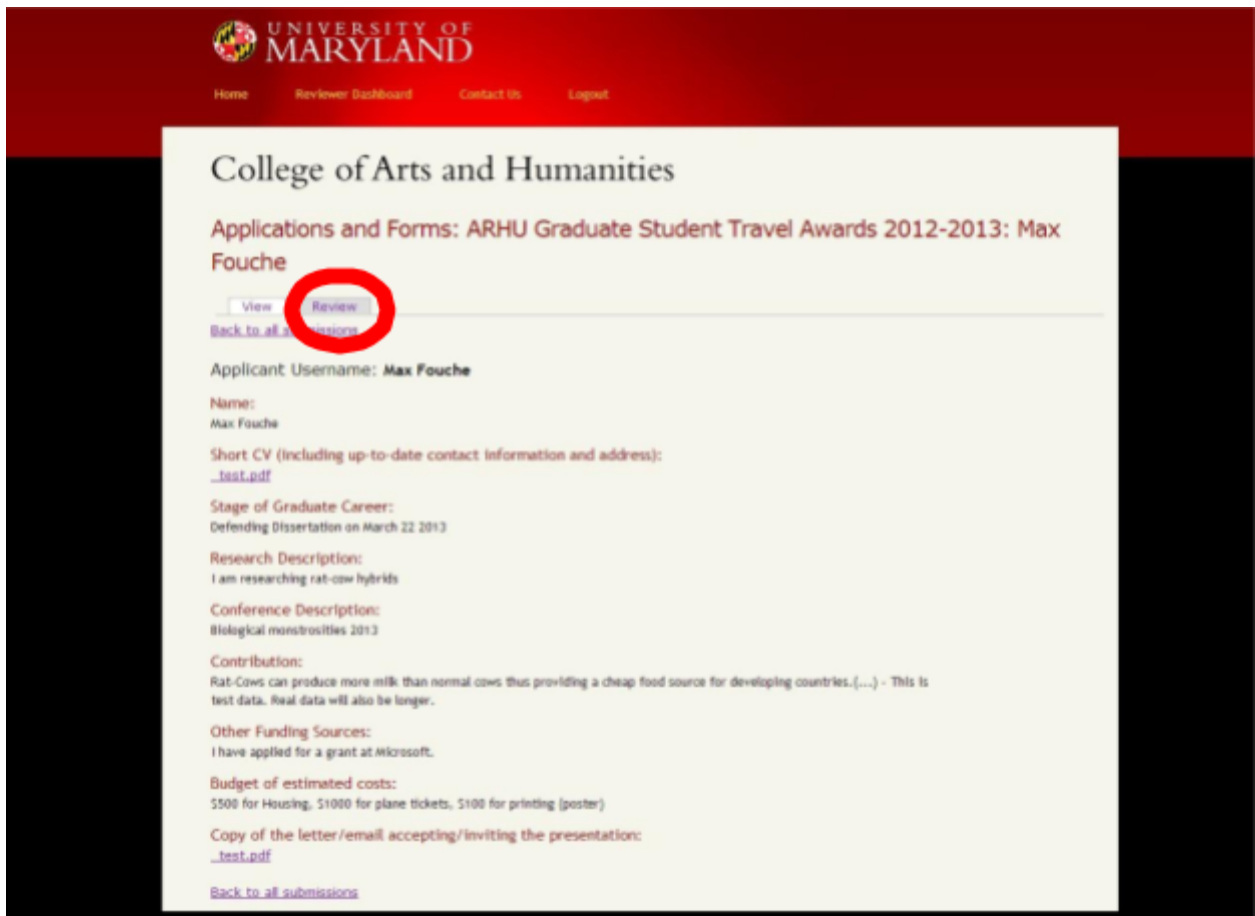
3. Click on “ARHU Graduate Student Travel Awards”
4. This is a list of all the submissions from students you are allowed to see. If you are not seeing students from units you should be reviewing, or if you don’t see specific submissions that you know should be there, please contact us using <https://apply.arhu.umd.edu/contact>

The screenshot shows the University of Maryland website interface for the ARHU Graduate Student Travel Awards 2012-2013 Submissions Review. The page features a red header with the university logo and navigation links. The main content area is white and contains the following elements:

- College of Arts and Humanities**
- Applications and Forms: ARHU Graduate Student Travel Awards 2012-2013 Submissions Review**
- Text: "To see the original form, click here: [ARHU Graduate Student Travel Awards 2012-2013](#)"
- Text: "(\* : This submission has a comment)"
- Text: "Download an Excel file with all the submissions [here](#)"
- Two buttons: "Show/Hide All Comments" and "Show/Hide First Line"
- A table with 4 columns: Name, Unit, Recommended?, and Rating.

Name	Unit	Recommended?	Rating
<a href="#">Pano Papadatos</a>	FRIT	N/A	N/A
<a href="#">Max Fouche</a>	FRIT	N/A	N/A
<a href="#">Elinor Herrera</a>	FRMS	N/A	N/A
<a href="#">Julianne Farren</a>	FRMS	N/A	N/A

5. Click on each student individually to examine their submission:



UNIVERSITY OF MARYLAND

Home Reviewer Dashboard Contact Us Logout

## College of Arts and Humanities

### Applications and Forms: ARHU Graduate Student Travel Awards 2012-2013: Max Fouche

[View](#) **Review**

[Back to all submissions](#)

Applicant Username: **Max Fouche**

Name:  
Max Fouche

Short CV (including up-to-date contact information and address):  
[\\_test.pdf](#)

Stage of Graduate Career:  
Defending Dissertation on March 22 2013

Research Description:  
I am researching rat-cow hybrids

Conference Description:  
Biological monstrosities 2013

Contribution:  
Rat-Cows can produce more milk than normal cows thus providing a cheap food source for developing countries.(...) - This is test data. Real data will also be longer.

Other Funding Sources:  
I have applied for a grant at Microsoft.

Budget of estimated costs:  
\$500 for Housing, \$1000 for plane tickets, \$100 for printing (poster)

Copy of the letter/email accepting/inviting the presentation:  
[\\_test.pdf](#)

[Back to all submissions](#)

6. Click on the “Unit Review” tab (circled above).

For each student, you will need to provide the following:

- Recommendation (Yes / No)
- Ranking for each application with one being the highest, and only one application ranked at one.
- DGS Recommendation including a statement of the department’s matching funds (if applicable) and brief recommendation describing your ranking of each candidate and contextualizing how this conference will advance their career. This will **only be visible to the Awards Committee Reviewers**, not the students. Click “Save” when you have completed the review (this can be edited later).

The screenshot displays the University of Maryland Reviewer Dashboard. At the top, the University of Maryland logo is visible, along with navigation links for Home, Reviewer Dashboard, Contact Us, and Logout. The main heading is "College of Arts and Humanities". Below this, the page title is "Applications and Forms: ARHU Graduate Student Travel Awards 2012-2013: Max Fouché". There are two tabs: "View" and "Review", with "Review" being the active tab. A link "Back to all submissions" is provided. The main content area asks "Would you recommend this candidate?" with an "N/A" button. Below this is a "Rating" section with radio buttons for 1, 2, 3, 4, and 5, where 5 is selected. A "Rate this applicant" label is present. The next section is "In the space below:" followed by two instructions: "1. Provide a statement of the department's matching funds, which should be summarized in the first line in the form: Matching Funds: SX" and "2. Include a brief reason for your ranking of each candidate and contextualize the conference for their stage of career." A rich-text editor is provided for this section, with a toolbar containing various formatting options. Below the editor, there is a "Path: p" field and a "Disable rich-text" link. At the bottom, there is a "Text format" dropdown set to "Filtered HTML" and a "More information about text formats" link. A "Save" button is located at the very bottom of the page.

7. Complete the review form for all submissions in your Unit in the same way.
8. When examining all of your reviews, the submissions that you have commented on will display with a star next to them (All of the submissions on this page should have a star) By clicking on “Show/Hide All Comments” or “Show/Hide First Line” you can examine all of your comments at once.

The screenshot shows the University of Maryland Reviewer Dashboard. At the top, there is a navigation bar with links for Home, Reviewer Dashboard, Contact Us, and Logout. The main content area is titled "College of Arts and Humanities" and "Applications and Forms: ARHU Graduate Student Travel Awards 2012-2013 Submissions Review". Below the title, there is a link to the original form and a note that the current submission has a comment. There are two buttons: "Show/Hide All Comments" and "Show/Hide First Line". A table lists three submissions with columns for Name, Unit, Recommended?, and Rating. The first submission, Pano Papadatos, has a rating of 1. The second, Max Fouche, has a rating of 5 and a comment. The third, Elinor Herrera, has a rating of 5 and a comment. The fourth, Julianne Farren, has a rating of 4.

Name	Unit	Recommended?	Rating
<a href="#">Pano Papadatos</a>	FRIT	N/A	1
<a href="#">Max Fouche</a> *	FRIT	Yes	5
Matching Funds: \$300 This candidate is a great candidate because x and y and z and blablalaba. The conference will provide them for an opportunity to evolve Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore et dolore magna aliqua. Ut enim ad minim veniam, quis nostrud exercitation ullamco laboris nisi ut aliquip ex ea commodo consequat. Duis aute irure dolor in reprehenderit in voluptate velit esse cillum dolore eu fugiat nulla pariatur. Excepteur sint occaecat cupidatat non proident, sunt in culpa qui officia deserunt mollit anim id est laborum			
<a href="#">Elinor Herrera</a> *	FRMS	Yes	5
Matching Funds: \$800 ThLorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore et dolore magna aliqua. Ut enim ad minim veniam, quis nostrud exercitation ullamco laboris nisi ut aliquip ex ea commodo consequat. Duis aute irure dolor in reprehenderit in voluptate velit esse cillum dolore eu fugiat nulla pariatur. Excepteur sint occaecat cupidatat non proident, sunt in culpa qui officia deserunt mollit anim id est laborum. is candidate is a great candidate because x and y and z and blablalaba. The conference will provide them for an opportunity to evolve			
<a href="#">Julianne Farren</a>	FRMS	N/A	4