

# Prince Sultan Bin Abdulaziz International Prize for Water



## Guide to Using the Online Application Form



**Specialized Prizes – 9<sup>th</sup> Award 2020**



# A New Nomination

Individuals and research teams desiring to nominate themselves for one of PSIPW's four Specialized Prizes should go to the PSIPW website and click on the "Open New Nomination" link on the left-hand menu. This will open a page asking which nomination form you wish to access.

For individuals and research teams wishing to nominate themselves to the Prize, they must choose the Specialized Prizes.

An organization wishing to nominate other researchers to the Prize for interdisciplinary work has the option to choose the Creativity Prize. (The Creativity Prize is not by self-nomination.) The Creativity Prize version of this guide should then be referred to.



## Prince Sultan Bin Abdulaziz International Prize for Water



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### Please Select the Appropriate Nomination Form

Creativity Prize		Specialized Prizes	
<b>Value :</b>	\$266,000	<b>Value :</b>	\$133,000
<b>Nominators:</b>	universities; university departments; research institutes; companies; water organizations and agencies	<b>Nominators:</b>	self nomination
<b>Candidates :</b>	individual researchers, research teams	<b>Candidates :</b>	individual researchers, research teams, water organizations
<b>Eligible Works:</b>	published research papers, published books, and registered patents within the past 5 years	<b>Eligible Works:</b>	published research papers, published books, and registered patents within the past 5 years
<a href="#">Next</a>		<a href="#">Next</a>	

Select the **Creativity Prize** if you represent a university, university department, or other water-related organization and wish to nominate the innovative work of a worthy individual or research team. The nominee may or may not be an employee or affiliate of your organization. However, please know that as a representative of your organization, you may not nominate yourself to this Prize.

Select the **Specialized Prizes** if you are an individual or member of a research team and you wish to nominate your own innovative work relating to the fields of Surface Water, Groundwater, Alternative Water resources, or Water Management & Protection.

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# Choosing a Specialized Prize

Under the heading “**New nomination: Please register**”, select the Prize you wish to apply to from the pull-down menu. Register with a username, password, and e-mail address.

You should carefully select the Specialized Prize you wish to apply for. However, it will be possible for you to change your selection later on to one of the other Specialized Prizes. It is not possible, on the other hand, to change from a Specialized Prize to the Creativity Prize. That requires opening a new application.

### Please Select Your Specialized Prize

Each of the four **Specialized Prizes** is dedicated to the wide range of research topics that fall within its scope. Nominations are open to all innovative and current research that is relevant to one of our four Prizes, which together cover the entire water research landscape.

Some of the many topics that are relevant to each Prize are as follows:

Surface Water Prize	Groundwater Prize
Water Harvesting Rain & Runoff Water Modeling Effects of Global Warming on Precipitation Flood Mitigation & Control Evaporation & Transpiration Sedimentation Control in Surface Water Systems  And all other topics related to surface water	Groundwater Recharge Groundwater Exploration & Assessment Groundwater Contamination Aquifer Characteristics Pumping Tests  And all other topics related to groundwater
Alternative Water Resources Prize	Water Management & Protection Prize
Desalination Wastewater Treatment Water Reclamation, Purification & Recycling Innovative Water Production Methods Cloud Seeding Fog & Dew  And all other topics related to alternative water resources	Integrated Water Resources Management (IWRM) Water Conservation Water Demand Management Water Pollution Control Sustainability of Water Resources Irrigation Water Management & Conservation  And all other topics related to the management and protection of water resources

PSIPW welcomes nominations for all of its Prizes that employ GIS, remote sensing, and other current technologies to provide innovative solutions to water-related problems.

Choose the Prize for which you wish to nominate your work:

New nomination: Please register

Choose Prize

Select a branch ▼

Username\*

Email\*

Password\*

Confirm password\*

BACK

NEXT

Existing nomination: Please login

Username\*

Password\*

BACK

NEXT

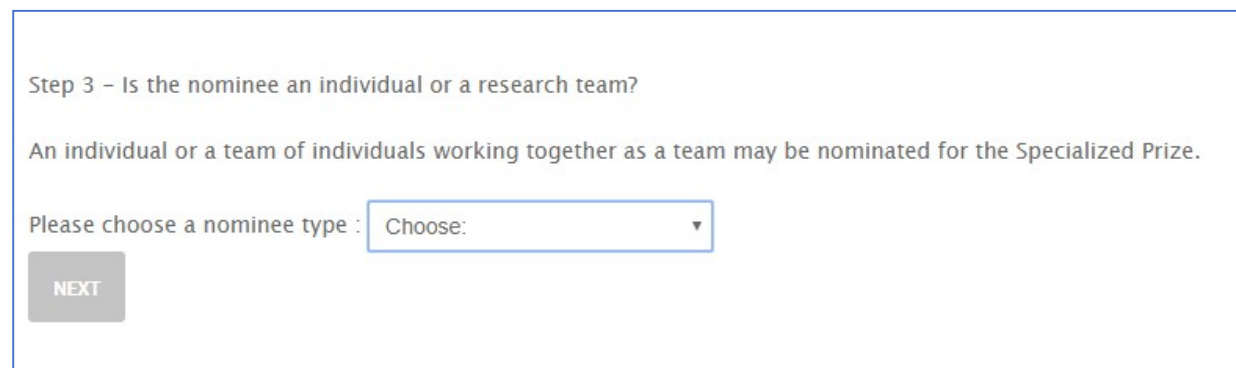
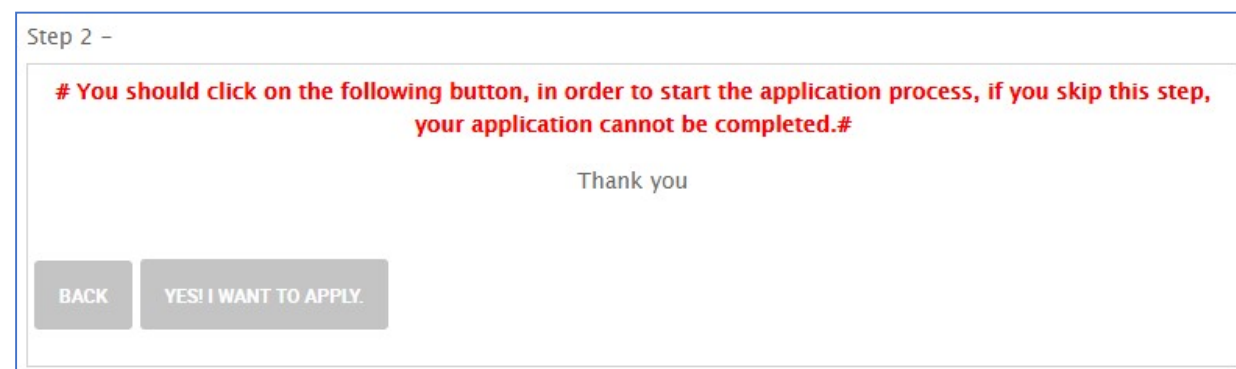


Upon successfully registering, you will see the notice pictured to the right informing you that you may log in and continue with the application process. You can log in in at the “Existing Nomination” tab with the username and password that you chose for yourself upon registering.

The first time that you log in, you will be asked to click on a button saying “Yes, I want to apply.” Click on it.

Then you will be asked to specify whether you are nominating yourself as an individual or as a member of a research team that you belong to.

Make your choice from the pull-down menu. It will be possible for you to change your selection later on.



# Filling out the Nominee Profile

This is essentially the “written” application form. Here is where the nominee gives all required personal details and specifies the number of works that are going to be submitted with the nomination.

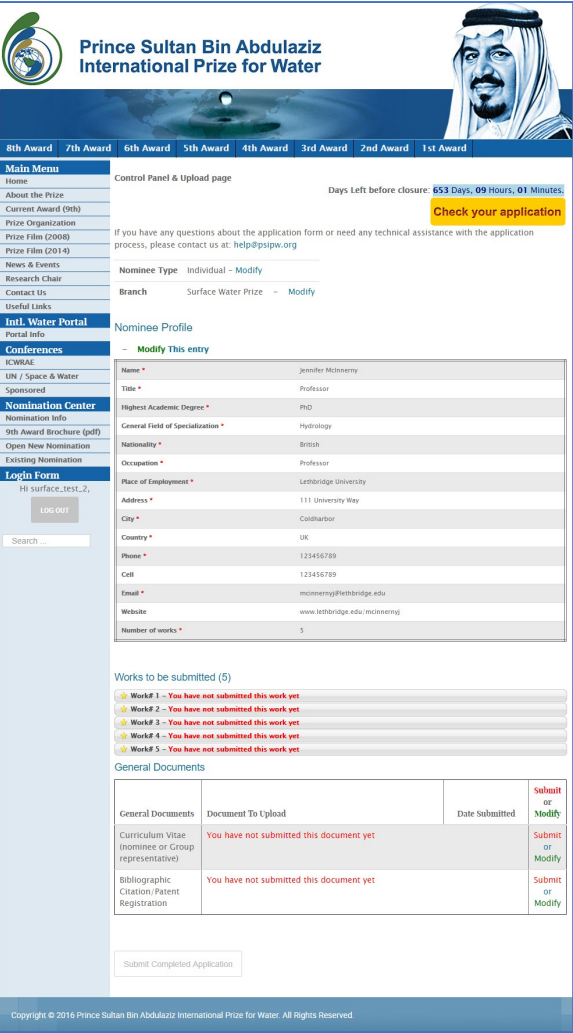
The example given to the right is of an individual scientist nominating herself to the Prize and submitting five works.

If the nomination had been for a research team, there would be extra fields provided for the names of the team members. The team representative will be the only person required to provide all of the details asked for to the right. The specific details of the other team members are not required.

Step 4 – Information on Individual nominee

Name *	Jennifer McInnery
Title *	Professor
Highest Academic Degree *	PhD
General Field of Specialization *	Hydrology
Nationality *	British
Occupation *	Professor
Place of Employment *	Lethbridge University
Address *	111 University Way
City *	Coldharbor
Country *	UK
Phone *	123456789
Cell	123456789
Email *	mcinneryj@lethbridge.edu
Website	www.lethbridge.edu/mcinneryj
Number of works *	<div><div><input type="radio"/> 1</div><div><input type="radio"/> 2</div><div><input type="radio"/> 3</div><div><input type="radio"/> 4</div><div><input checked="" type="radio"/> 5</div></div>
<div><div>BACK</div><div>NEXT</div></div>	

# Control Panel & Upload Page



This is the main page of the application form. It is the page you will return to every time you log in until you complete the nomination process. It is also the page where you upload all required documents and nominated works.

A close-up of this page appears to the right.

It is divided into 3 sections:

**Top:** Nominee Information  
(This was the information given in the previous step.)

**Middle:** Works to Be Submitted

**Bottom:** General Documents

Nominee TypeIndividual – Modify

BranchSurface Water Prize – Modify

Nominee Profile

– Modify This entry

Name *	Jennifer McInnerny
Title *	Professor
Highest Academic Degree *	PhD
General Field of Specialization *	Hydrology
Nationality *	British
Occupation *	Professor
Place of Employment *	Lethbridge University
Address *	111 University Way
City *	Coldharbor
Country *	UK
Phone *	123456789
Cell	123456789
Email *	mcinnernyj@lethbridge.edu
Website	www.lethbridge.edu/mcinnernyj
Number of works *	5

Works to be submitted (5)

★ Work# 1 – You have not submitted this work yet

★ Work# 2 – You have not submitted this work yet

★ Work# 3 – You have not submitted this work yet

★ Work# 4 – You have not submitted this work yet

★ Work# 5 – You have not submitted this work yet

General Documents

General Documents	Document To Upload	Date Submitted	Submit or Modify
Curriculum Vitae (nominee or Group representative)	You have not submitted this document yet		Submit or Modify
Bibliographic Citation/Patent Registration	You have not submitted this document yet		Submit or Modify

<b>Nominee Type</b>	Individual - Modify
<b>Branch</b>	Surface Water Prize - Modify
<b>Nominee Profile</b> - <b>Modify This entry</b>	

It is possible to modify the Nominee Type, Prize Specialization and Nominee Profile

at the top of the **Control Panel & Upload Page**. If you wish to update your personal information, you may do so by clicking **Modify This entry** next to the heading “Nominee Profile”. This will take you back to the page pictured to the right.

On this page, you may change the number of works you wish to nominate. Increasing the number of works you wish to nominate is simple. Just click the radio button for the new number. **However, be careful if you reduce the number of works.** If you have already uploaded your works, reducing the number may result in the loss of a work that you intend to submit.

The number of works specified is reflected in the middle of the **Control Panel & Upload Page**. Here is where you will submit the works you wish to nominate for consideration.

#### Works to be submitted (5)

- ★ Work# 1 – You have not submitted this work yet
- ★ Work# 2 – You have not submitted this work yet
- ★ Work# 3 – You have not submitted this work yet
- ★ Work# 4 – You have not submitted this work yet
- ★ Work# 5 – You have not submitted this work yet

#### Step 4 – Information on Individual nominee

Name *	Jennifer McInnery
Title *	Professor
Highest Academic Degree *	PhD
General Field of Specialization *	Hydrology
Nationality *	British
Occupation *	Professor
Place of Employment *	Lethbridge University
Address *	111 University Way
City *	Coldharbor
Country *	UK
Phone *	123456789
Cell	123456789
Email *	mcinneryj@lethbridge.edu
Website	www.lethbridge.edu/mcinneryj
Number of works *	<input type="radio"/> 1 <input type="radio"/> 2 <input type="radio"/> 3 <input type="radio"/> 4 <input checked="" type="radio"/> 5
<div> <div>BACK</div> <div>NEXT</div> </div>	



# Submitting Works

Works are submitted in the middle of the **Control Panel & Upload Page**. The number of works appearing in this section reflects the number of works you have specified. If a work has not yet been submitted, a message in red will appear next to it: **“You have not submitted this work yet”**

Works to be submitted (5)

★ Work# 1 – You have not submitted this work yet

★ Work# 2 – You have not submitted this work yet

★ Work# 3 – You have not submitted this work yet

★ Work# 4 – You have not submitted this work yet

★ Work# 5 – You have not submitted this work yet

When you click on one of the works, a link will be made available for submission of that work.

Works to be submitted (5)

★ Work# 1 – You have not submitted this work yet  
– **Submit This work**

★ Work# 2 – You have not submitted this work yet

★ Work# 3 – You have not submitted this work yet

★ Work# 4 – You have not submitted this work yet

★ Work# 5 – You have not submitted this work yet

Clicking on – **Submit This work** will take you to the page pictured to the right.

Step 5 – Work #1 Information

Type of Work \* ☐ Published Research Paper ☐ Published Books ☐ Registered Patent ☐ Published Software

Please Select a type of work

Title \*

**LANGUAGE SECTION**

Language \* ☐ English ☐ Other

If this work was published in other than English, select [Other].

Original Language

Please specify the original language of the published work if it was published in other than English.

**UPLOAD DOCUMENTS (in PDF format)**

Abstract Document  No file chosen

Upload a separate abstract of roughly 1000 words describing the objectives, methodology and results of the work. *This abstract must be in English.*

Full Document  No file chosen

Upload the full published research paper, published book, or registered patent here in the *original language of publication*.

English Translation  No file chosen

Upload a PDF copy of your *English translation here* if the original published work is not in English.

\*  
(mandatory for works published in other than English)

For Patent Only  No file chosen

If the nominee has published an article about the patent in an academic journal and wishes to submit this article as part of the nomination, the article about the patent should be submitted here as a separate file..

On this page, you upload a pdf file for the work you wish to submit.

First you designate what type of work it is. Then you type its title in full. If the work is originally published in English, click the “English” radio button. If it is published in any other language, click the “Other” button and specify the language of publication in the space provided.

You must upload a 1000-word abstract of the work as a separate pdf file and the full document of the work itself in the appropriate places. An English translation of the work is required only if the original work was published in other than English.

The extra published article for patents is optional.

Step 5 – Work #1 Information

Type of Work \*

☐ Published Research Paper

☐ Published Books

☐ Registered Patent

☐ Published Software

Please Select a type of work

Title \*

LANGUAGE SECTION

Language \*

☐ English

☐ Other

If this work was published in other than English, select [Other].

Original Language

Please specify the original language of the published work if it was published in other than English.

UPLOAD DOCUMENTS (in PDF format)

Abstract Document

Choose File

No file chosen

Upload a separate abstract of roughly 1000 words describing the objectives, methodology and results of the work. **This abstract must be in English.**

Full Document

Choose File

No file chosen

Upload the full published research paper, published book, or registered patent here in the **original language of publication.**

English Translation \*

(mandatory for works published in other than English)

Choose File

No file chosen

Upload a PDF copy of your **English translation here** if the original published work is not in English.

For Patent Only

Choose File

No file chosen

If the nominee has published an article about the patent in an academic journal and wishes to submit this article as part of the nomination, the article about the patent should be submitted here as a separate file..

BACK

SUBMIT WORK #1

Once you have submitted a work, you will return to the Control Panel & Upload Page. The work will be designated as **Completed**, as seen below.

Works to be submitted (5)

★ Work# 1 – Completed

★ Work# 2 – You have not submitted this work yet

★ Work# 3 – You have not submitted this work yet

★ Work# 4 – You have not submitted this work yet

★ Work# 5 – You have not submitted this work yet

You can still go back at any time and replace the uploaded files if you wish, as long as you have not submitted your entire application.

Also, it is not necessary to upload all required files for a particular work at the same time. You may upload the abstract first and the full work at a later time. If you do so, the work will be designated as **Incomplete** on the **Control Panel & Upload Page**, as seen below.

Works to be submitted (5)

★ Work# 1 – Completed

★ Work# 2 – Incomplete

★ Work# 3 – You have not submitted this work yet

★ Work# 4 – You have not submitted this work yet

★ Work# 5 – You have not submitted this work yet

To update or change a submission, click on the Completed or Incomplete Work. The information on the work will be displayed as seen to the right. Then click on – **Modify This work**.

Works to be submitted (5)

★ Work# 1 – Completed

★ Work# 2 – Incomplete

[– Modify This work](#)

Type of Work *	Published Research Paper
Title *	River Systems and Hydrological Constraint Estimations
LANGUAGE SECTION	
Language *	English
Original Language	-
UPLOAD DOCUMENTS (in PDF format)	
Abstract Document *	<a href="https://psipw.org//media/uploads/2018-03-21-07-33-surface_test_2-PSIPW_9th_Slide.pdf">https://psipw.org//media/uploads/2018-03-21-07-33-surface_test_2-PSIPW_9th_Slide.pdf</a>
Full Document *	No file was uploaded.
For Patent Only	No file was uploaded.
English Translation *	No file was uploaded.
(mandatory for works published in other than English)	

★ Work# 3 – You have not submitted this work yet

★ Work# 4 – You have not submitted this work yet

★ Work# 5 – You have not submitted this work yet

# Submitting General Documents

At the bottom of the **Control Panel & Upload Page**, all documentation that is required for the nomination is submitted in PDF format. Click the “Submit or Modify” link on the right-hand side of the General Documents table to submit or replace a document.



General Documents			
General Documents	Document To Upload	Date Submitted	Submit or Modify
Curriculum Vitae (nominee or Group representative)	You have not submitted this document yet		Submit or Modify
Bibliographic Citation/Patent Registration	You have not submitted this document yet		Submit or Modify

This will take you to the page where the particular document is uploaded.



### Bibliographic Citation/Patent Registration

Document to upload  No file chosen

Upload a single-page PDF document that declares where the nominated works are published or patented. For example, if you nominated 5 works, there should be 5 short citations, one for each work uploaded. Any standard citation format is acceptable. In the case of patents, give the patent registration number, the country of the patent office, and the date the patent was awarded. Also, in the event that an un-nominated authors appear in the majority of the nominated works, a brief justification should be given for not including that author in the nomination.

Once a document is submitted, the text “You have not submitted this document yet” will be replaced by a link to the uploaded document. Clicking on the link will open the document.



General Documents			
General Documents	Document To Upload	Date Submitted	Submit or Modify
Curriculum Vitae (nominee or Group representative)	You have not submitted this document yet		Submit or Modify
Bibliographic Citation/Patent Registration	<a href="https://psipw.org//media/uploads/2018-surface_test_2-PSIPW 9th Slide.pdf">https://psipw.org//media/uploads/2018-surface_test_2-PSIPW 9th Slide.pdf</a>	21-03-2018	Submit or Modify



# Description of General Documents

There are various required General Documents that must be submitted in PDF format.

The “**Curriculum Vitae**” will be submitted for the nominee if the nominee is an individual. If the nomination is for a research team or group, then the CV will be needed only for the group representative.

The “**Declaration of Nominated Works**” document is a single-page document that declares where the nominated works are published or patented. This is only to confirm that the nominated works are indeed published or are registered patents, since only published works and registered patents are eligible for nomination. For example, if you nominated 5 works (which is the maximum number that you can nominate), there should be 5 short citations, one for each work uploaded. Any standard citation format is acceptable. In the case of patents, give the patent registration number, the country of the patent office, and the date the patent was awarded.

Also, in the event that an individual nominee submits an article, book, or patent which has multiple authors, a brief justification should be given for nominating as an individual and not as a group. This is especially important where the other name appears on most or all of the nominated work. This also applies to group nominations, where other un-nominated authors appear in the nominated works.

The “**Group Endorsement**” document is needed only for nominations which have the nominee type designated as “group”. This is a document signed by all the team members stating that they accept the designated person to act as the team representative in the event they win the Prize. Ideally, all team members should sign the same page. However, if it is difficult to get each member of the team to sign the same sheet of paper, it is alright to submit a multiple-page PDF with identical endorsement texts signed by the different team members. A copy of an e-mail sent by one of the team members is sufficient for that member in the absence of a signature.

# Checking & Submitting Your Application

At any time, you can check to see what information or documentation is still required to complete your application by clicking on the orange “Check your application” button at the top of the **Control Panel & Upload Page**.

In the illustration, the nominee’s information is complete. However, Work #2 is missing its full document, and Work #5 needs to be submitted in full, the documents of which need to be uploaded in PDF format in the **Works to Be Submitted** section. Also, this nominee’s Curriculum Vitae still needs to be uploaded in PDF format in the General Documents section. Then this person’s application will be complete.

**Control Panel & Upload page**

Application Checklist

General Information	ok
Nominee Profile	ok
Work#1	ok
Work#2	X
missed: - Full Document	
Work#3	ok
Work#4	ok
Work #5 - You have not submitted this work yet	X
General Documents	X
missed: - Curriculum Vitae (nominee or Group representative)	

psure: 653 Days, 08 Hours, 11 Minutes.

**Check your application**

If you have any process, please

Nominee Type

Branch

Nominee Pro

– Modify T

Name \*

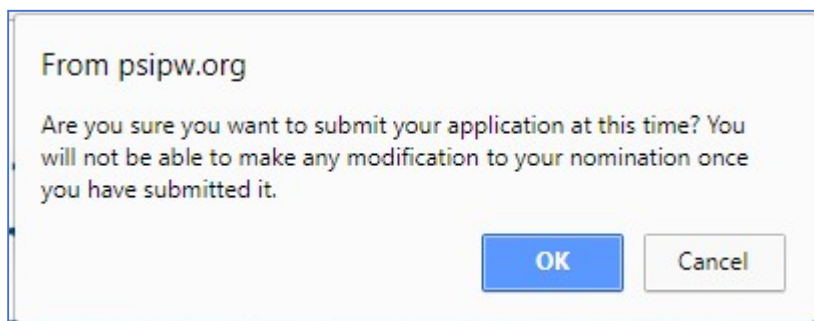
jeffrey mcmurry

If the application is complete, clicking on the “Check your application” button will produce a checklist that looks like the one to the right.

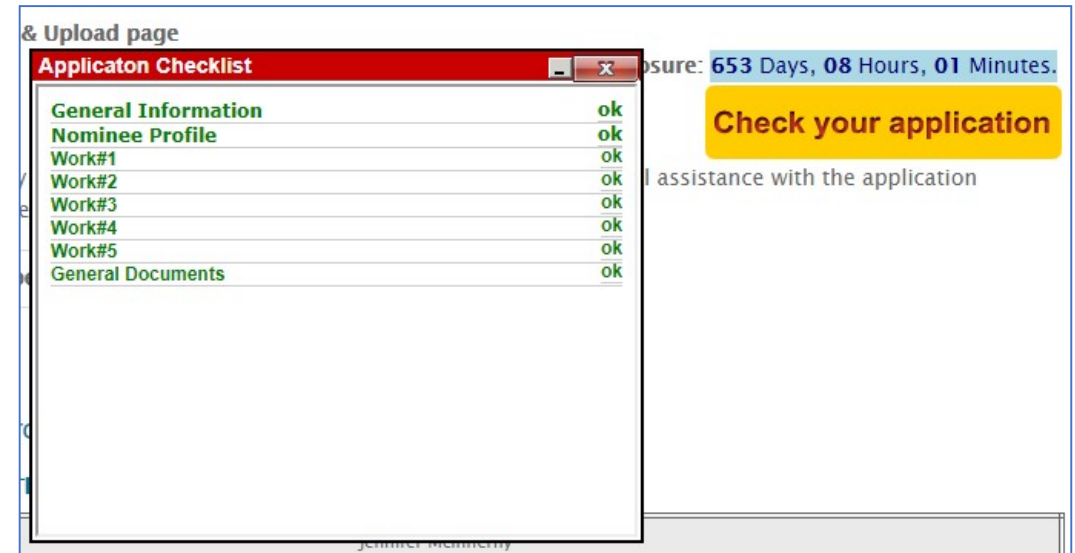
Also, at the extreme bottom-left corner of the **Control Panel & Upload Page**, the “Submit Completed Application” button will become active.

Submit Completed Application

Once this button is pressed, you will be given a prompt asking if you are certain you wish to submit the application.



Clicking “OK” will finalize and submit the application. Once the application is submitted, it will no longer be possible to modify it. If you log-in again, you will still be able to view your nomination, but you will not be able to change anything.



# For Technical Assistance with the Application Form

If you have any further questions about the application form or need any technical assistance with the application process, please contact us at:

**[help@psipw.org](mailto:help@psipw.org)**

For all other inquiries about the Prize, please contact:

**Prince Sultan Bin Abdulaziz International Prize for Water**  
General Secretariat  
Prince Sultan Research Center for Environment, Water and Desert  
King Saud University  
P.O. Box 2454, Riyadh 11451, Saudi Arabia  
Tel: (+966 11) 467-5573    Fax: (+966 11) 467-5574  
e-mail: [info@psipw.org](mailto:info@psipw.org)  
[www.psipw.org](http://www.psipw.org)