

# Project Status Report

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**RESEARCH MATTERS** **LIVE**



UNIVERSITY OF  
**GEORGIA**  
Office of Research

# Agenda

- What is the Project Status Report (PSR) and how can it help me?
- What are the helpful features?
- Can we see a demo?
- Additional Training
- Questions?



# Project Status Report (PSR)

- What is the PSR and how can it help me?
  - The PSR is an online reporting tool that allows easy access to sponsored project direct cost budget, expenditure, and balance information.
  - Access for all PI's and Co-PI's is provided automatically
  - Allows faculty and staff to view the same information and takes the guess work out of managing your sponsored project



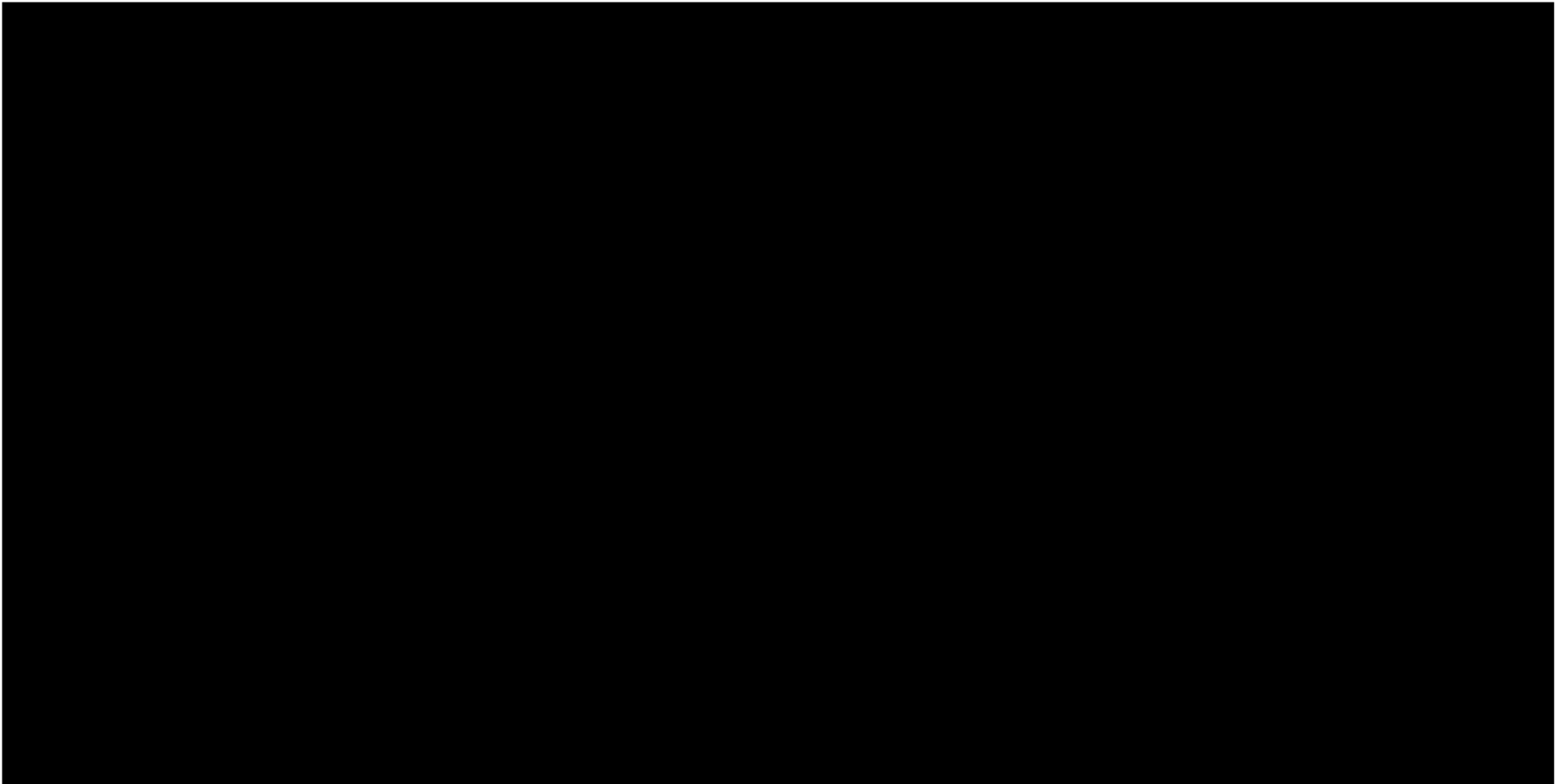
# Project Status Report (PSR)

- Helpful Features:
  - Subscription emails with a link directly to what you want to see
  - Customizable views
  - Sharing your view with others via a direct link
  - Drill down information with details about payroll, operating and travel expenses
  - Downloading the report – excel or pdf
  - Alerts on spending levels





# Project Status Report (PSR)



# Training and helpful links

- Information about the PSR can be found on the SPA website in the Manage Project area:
  - [SPA Website https://spa.uga.edu/](https://spa.uga.edu/)
  - Learn about the PSR [here](#).
  - Login to the PSR [here](#).
- Detailed live trainings is conducted monthly via Zoom by SPA. Upcoming dates can be viewed on the [SPA Training Calendar](#) and the [UGA Calendar of Events](#) and registration is in the Professional Education Portal: <http://pep.uga.edu>
- Step-by-step screen shot directions for all parts of the Project Status Report can be found in the [UPK Library](#).
- The Office of Institutional Research has also created written step by step directions for commonly used features like saving a custom view, subscribing, drilling down, etc. You can find them [here](#).



# *Questions?*

<http://spa.uga.edu>

