



-: Technology Repository :-
Brief Guidelines for Submission

KRISHI-Technology

(Knowledge based Resources Information Systems Hub for Innovations in agriculture)

ICAR Research Data Repository for Knowledge Management

<https://krishi.icar.gov.in>
<https://krishi.icar.gov.in/TechReport>

Technology Repository: Brief Guidelines for Submission

Technology Repository (Repository of Proven Technologies/ Methodologies Developed by Indian Council of Agricultural Research) is one of the six main repositories that are being developed under the aegis of ICAR Research Data Repository for Knowledge Management. It is being developed for proven (developed and tested) technologies/methodologies generated by ICAR institutions for providing an easy access to search and locate appropriate technologies based on region, subject, institution and related resources such as reports, success stories, media resources/contents, etc.

Basic framework of Technology Repository has been developed and consists of **Technology Data Management** for technology submission and **Technology Report** for viewing the Reports of already submitted Technologies. One can submit the proven technology using icar.gov.in domain E-mail ID credentials. Officer Incharge Data Management would review the Technology submission for approval. The technology would be available for reports only after it is approved by Officer Incharge Data Management.

For submitting Technologies, following steps may be used:

- One may reach the Technology submission page using URL <https://krishi.icar.gov.in/TechReport/index.jsp> and then Click on **Technology Data Management** for technology submission and **Technology Report** for viewing the Reports of already submitted Technologies. A click on Technology Data Management would redirect to the Login page. Alternatively, one may go to <https://krishi.icar.gov.in> → Technology Repository → **Technology Data Management** → Login Page.
- One may log in using icar.gov.in domain E-mail ID credentials. For getting credentials for icar.gov.in e-mail Id (if not available already), one may contact Director, ICAR-IASRI, New Delhi at director.iasri@icar.gov.in.
- After successful login, one is directed to Technology Data Repository, Home page for Technology Submission.
- For submitting the New Technology, click on “New Technology” and provide the information as per format. Throughout the pages, the mandatory fields are marked with aetrik (*).
- First page is General/ Part I, after filling the information on this page, click on "Save & Next" button. It directs to Page 2: Development Details/ Part 2. One can also go to previous page using Previous button.
- After filling the Development Details/Part2 in the form, click on "Save & Next" button. It takes to Page 3: Applies to info/Part3. Fill up the form. One can also go to previous pages using Previous button. A click on "Save & Next" button takes to Page 4: IPRInformation/part4. Fill up the form. One can also go to previous page using Previous button.
- For each Major References on Page 4, one can make multiple entries as per the fields provided. For patent information, click on Yes /No radio button, depending upon the availability of the information. If choice made is "Yes" then fill up the fields displayed. For multiple Patent Details of the technology, multiple entry submission is possible.
- Similarly one may provide information on Copyrights.

- Next step is Technology Commercialisation details. If the technology has already been commercialised then choose Radio Button Yes, otherwise No. If choice made is "Yes", then please fill up the details.
- One can see the Preview of the submitted technology details using the button "Preview". After Preview, three options are available: Edit/ Submit later/ Submit.

Edit: A click on "Edit" Button, redirects to Page 1: General/Part1 and one may review, edit the information filled in through the pages 1-4 and again use the option Preview.

Submit later: A click on "Submit later" button, saves the Technology and it gets displayed in "Incomplete Technology List". One may take the work of Edit or Submit later on from Incomplete Technology Tab.

Submit: A click on "Submit" button, lists the Technology in the Completed Technology List of the Submitter. After submitting Technology, an automated E-mail gets generated and goes to Submitter as confirmation. This technology then becomes available in Workflow to the Reviewer, who may Reject or Approve the Technology.

How to See the Status of Technology in Workflow?

1. **Complete technology list:** One can see Technology Status such as Approved/Pending with comments/Reject. If it is approved, it goes to database and if rejected, then one make view the technology from Rejected Technology List. A click on View on Technology in Rejected Technology List takes the Technology to Incomplete Technology List. Now go to Incomplete Technology List and Edit by incorporating the suggestions of the Reviewer and Resubmit. Alternatively one may delete the Technology, if updating the Technology details is not feasible.
2. **Incomplete technology list:** One can see partially submitted technology (rejected technology after view from Rejected Technology List is also considered as partially submitted technology) through this tab and complete the information through Edit Button or Delete the technology, if not required.
3. **Rejected technology list:** One can see the rejected technology list along with comments. One can update the technology based on suggestions and Resubmit for approval.

For Officer Incharge Data Management, one may login using Nodal Officer E-mail ID and then Review, click on Take task. After reviewing the Technology, one may reject or approve the Technology. While rejecting, please do provide the reasons for rejection. One may also Edit and Approve.

If the Technology is rejected by the Reviewer, then an E-mail gets generated to Submitter which includes suggestions of the Reviewer. If the Technology is Approved, then also an automated confirmation mail goes to submitter.