

ent

You're using Firefox 17 on Windows | AIMS 3.2.3

Task List - UAT

ent

contacts

Start process

My Applications

My Applications

tasks in your Task List.

to you and 0 are started.

-All-

Funding Theme: -All-

Task: -All-

Filter

Applicant

Scheme

Project Title

Funding Theme

Task deadline

To view your own applications go to 'My Applications' on the Menu bar. The 'My Applications' report will drop down for you to select. Click on this to view a historical list of all applications you have submitted.

Firefox | AIMS Reports - My Applications | Department of Health (DH) (GB) | https://www.aimstest.dh.gov.uk/gm-reports/my-applications-report

**DH Department of Health**

AIMS Reports - My Applications

Task List - UAT | Contacts | Start process | My Applications

App. ID:  Scheme: All Region: All App. Status: All Rel. Type: All

App. ID	Applicant	Programme Name	Region Name	Project Title	Creation Date	Application Status
<a href="#">1008083</a>	Kit's Charity	Excellence Fund	East Midlands	good project	20-06-2013 11:26	Application as
<a href="#">1005037</a>	Gazza Saunders	Register Organisation	East Midlands	Project title	13-06-2013 08:07	Registered

A list of all your applications and their ID numbers appear. Click on the application ID that you want to view (e.g. 1008083)

Firefox Application

Department of Health (DH) (GB) | https://www.aimstest.dh.gov.uk/ticket/application-view?ticket\_id=1008083

**DH Department of Health**

You're using Firefox

### Application

Task List - UAT | Contacts | Start process | My Applications

Summary | Addresses | Documents

#### Correspondence log

Comment Type

[Add comment](#) | [Add file attachment](#) | [Create a letter](#)

Title	Cor
<a href="#">Form Created: Assessment Form - Account Manager</a>	For
<a href="#">Created Letter: Confirm application submission</a>	File
<a href="#">Additional Information</a> <a href="#">AM- MONITORING CHECKLIST End of Year PROGRESS- completed</a>	Att
<a href="#">Additional Information</a> <a href="#">AM- MONITORING CHECKLIST End of Year PROGRESS- completed</a>	Att
<a href="#">Additional Information</a> <a href="#">AM- MONITORING CHECKLIST End of Year PROGRESS- completed</a>	Att
<a href="#">Additional Information</a> <a href="#">AM- MONITORING CHECKLIST End of Year PROGRESS- completed</a>	Att
<a href="#">Form Created: Excellence Application Form 2014-2015</a>	App
<a href="#">Form Created: Eligibility form</a>	Elig

This will take you into the 'Documents Tab' which lists everything that you submitted i.e. application form and supporting documents. Click on the application form.

The screenshot shows a web browser window with the title 'Smartform'. The address bar displays the URL: [https://www.aimstest.dh.gov.uk/forms/section-index?survey\\_id=998301&task\\_id=814587&object\\_id=1008083&response\\_id=1008108](https://www.aimstest.dh.gov.uk/forms/section-index?survey_id=998301&task_id=814587&object_id=1008083&response_id=1008108). The page header includes the Department of Health (DH) logo and the text 'Department of Health'. Below the header, there is a navigation bar with the following tabs: 'Task List - UAT', 'Contacts', 'Start process', and 'My Applications'. The main content area is titled 'Excellence Application Form 2014-2015'. It contains a list of sections with their completion status: '1. Section 1 (Incomplete)', '2. Section 2 (Complete)', '3. Section 3 (Complete)', and '4. Section 4 (Complete)'. Below this list, there is a paragraph of instructions: 'Click on any of the underlined headings above to go to that section. You must answer every question in that section before proceeding to the next all sections you can save the form as final. Please ensure that all data is correct before submission.' At the bottom of the main content area, there is a button labeled 'Save form and mark as complete' and a link labeled 'View the whole form (for printing)'.

Firefox Smartform

Department of Health (DH) (GB) | [https://www.aimstest.dh.gov.uk/forms/section-index?survey\\_id=998301&task\\_id=814587&object\\_id=1008083&response\\_id=1008108](https://www.aimstest.dh.gov.uk/forms/section-index?survey_id=998301&task_id=814587&object_id=1008083&response_id=1008108)

DH Department of Health

Smartform

Task List - UAT | Contacts | Start process | My Applications

Excellence Application Form 2014-2015

[1. Section 1 \(Incomplete\)](#)

[2. Section 2 \(Complete\)](#)

[3. Section 3 \(Complete\)](#)

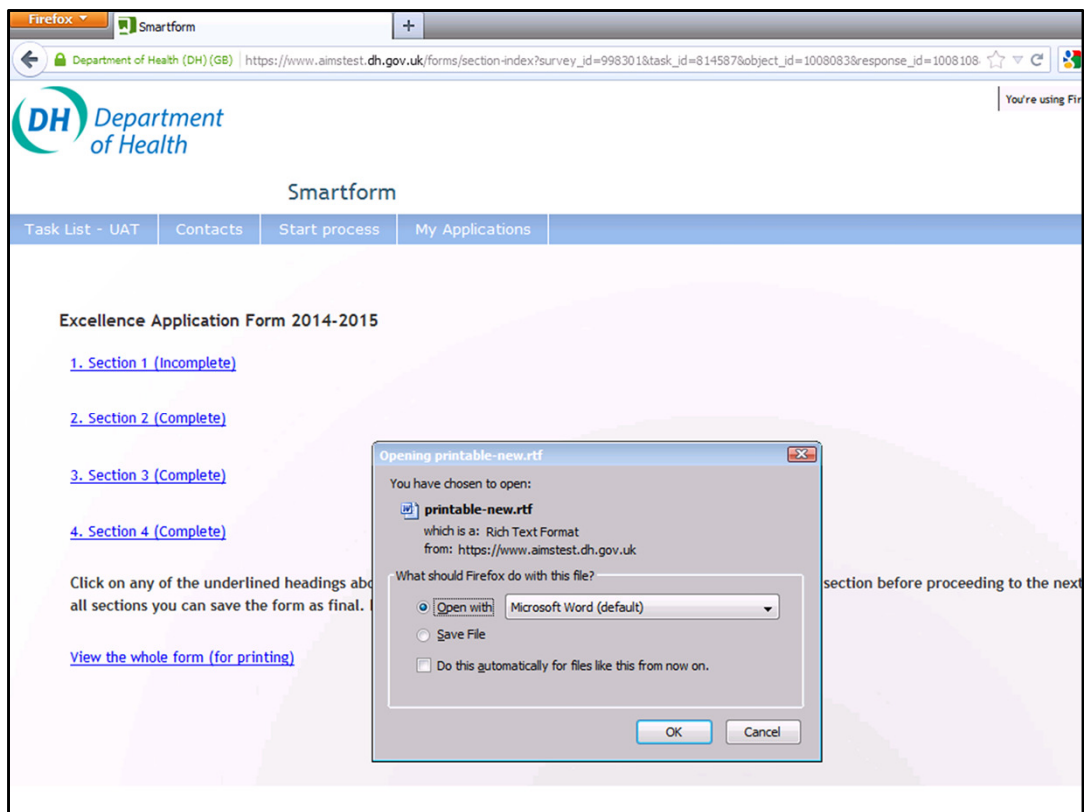
[4. Section 4 \(Complete\)](#)

Click on any of the underlined headings above to go to that section. You must answer every question in that section before proceeding to the next all sections you can save the form as final. Please ensure that all data is correct before submission.

[View the whole form \(for printing\)](#)

Save form and mark as complete

Click on the option 'View the Whole Form (for printing)'. This will open the form in MS Word.



Note: although the file will open in MS Word it will be a rtf file (rich text format). Click OK.

printable-new [Read-Only] - Microsoft Word

File Home Insert Page Layout References Mailings Review View Developer Design Layout

Clipboard Font Paragraph Styles

**Excellence Application Form 2014-2015**

Excellence Application Form 2014-2015

**1. Section 1**

**1.1 Project Details**

Organisation Name:	Kit's Charity
Project Title:	good project
Application ID:	1008083
Programme:	Excellence Fund
Theme:	Delivering Better Health and Care Outcomes (IESD2)

**1.2 Contact Details**

Name:	Gazza Saunders
Email:	testing123@dh.gov.uk
Phone Number:	0113 2546259
Organisation Address:	

From here you will need to select 'Save As' and change the 'file type' to MS Word