

INSTRUCTIONS ON APPLYING FOR THE LINDAU NOBEL LAUREATE MEETING VIA TRSM WEBSITE (www.mytopscientists.org)

How to apply for Lindau Nobel Prize Winners Meeting with Young Scientists?

1. Open your browser, type in www.mytopscientists.org and click "Enter".






Registering for a TRSM account

2. Click the "Create New" button near the login panel and you will be directed to the "Apply New Account" page.
3. Complete all information required in the "Apply New Account" page as follows:
 - i. Enter your preferred ID.
 - ii. Enter your valid e-mail address - an activation link will be sent to the registered e-mail.
 - iii. Select "Type of User" as "Awards, Grants, Research Fellowship & Membership"
 - iv. Enter your preferred password.
 - v. Enter the shown verification code.
4. Click the "**SUBMIT**" button to complete your registration.
5. An activation link will be sent to your e-mail. Kindly check your e-mail and click on the provided activation link to activate your account.

Login to TRSM database

6. Key in your registered User ID and password at the login panel and then click "**LOGIN**".
You will be directed to the online application form.

Input your data to the TRSM database

7. Select the option "Lindau Nobel Prize Winners Meeting with Young Scientists".
8. There are six (6) main sections in the online application form that need to be filled in:
 - i. Personal Particulars
 - ii. Section A – Knowledge Generation
 - iii. Section B – Knowledge Dissemination
 - iv. Section C – Impact of Research Output
 - v. Section E – Extra Information
 - vi. Declaration
9. Please read the instructions by clicking "**INSTRUCTIONS**" before you fill in the form.
10. Please input your information by typing into the respective fields.
11. You are required to copy and paste a detailed input list that corresponds with data keyed in at Section A, B and C for each criteria, such as: list of publications, intellectual property rights and scientific presentations by clicking on "INPUT LIST". Please copy your existing list and paste the information in this section.
Note: Input List should not be in the form of a table.
12. Save your data for each section by clicking "SAVE" button at the respective sections. Please wait until the saved notification appears in **RED** before proceeding to the subsequent section or logging out. This is to ensure that your data is completely saved and to avoid any loss of data.
13. Please fill in zero (0) if there is no information for any respective field. You will be unable to submit your application if there are any blank fields.
14. For Section E, you are required to provide extra information and upload your recommendation letter from your Head of Institution/Organization. You may download extra information form by clicking the  button and then fill in the form. Once completed, you are required to upload the completed extra information form into the TRSM database by clicking the  button. For recommendation letters, you may upload it into the TRSM database by clicking the  button in the provided field.
15. For the Declaration section, you are required to upload your institutional endorsement. Kindly download the institutional endorsement form by clicking the  button. Once completed, upload the endorsement form into the TRSM database by clicking the  button.
16. Finally, click "**SUBMIT APPLICATION**" button at the bottom of the page to submit the application.
17. Click "**EXPORT TO PDF**" button to save or print your application.
18. You may login and update your information and data before the closing date for submission of each cycle.