

IMS guidelines for answering the WP TE call for participation for the 2026 experimental campaigns on AUG, TCV, MAST-U and WEST & analysis and modelling for JET, AUG, TCV, MAST-U, WEST and JT-60SA

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Introduction

This Annex provides you guidelines for filling out the Call for Participation of WPTE for 2026 experimental campaigns on AUG, TCV, MAST-U and WEST and data analysis and modelling from past Campaigns on these devices plus JET. In addition, you can enter a workplan for the preparation of JT-60SA scientific exploitation and analysis of the experimental campaign OP2.

Note that the **workplan** you provide is the main element for WP TE to assess your participation. We therefore kindly ask the proponents to take special care when writing this section, and to carefully read the description of the Research Topics in Annex 1, to target your work plan adequately.

When answering the Call in IMS, the proponents should take the following steps:

- 1) Step 1 (General information): select their salary rate and special category if applicable
- 2) Step 2 (Select campaign/experiments): select the Research Topics they would like to contribute to
- 3) Step 3 (Work per experiment): for a given Research Topic:
 - a. indicate their competence(s)
 - b. select when applicable if the proponent is a Research Topic Coordinator for this topic
 - c. indicate on which machine(s) they would like to contribute
 - d. for each machine, write a work plan at home lab and/or at device host lab when adequate, as well as an associated number of days proposed to perform the work.

- Step 4 (Check and save for official submission) : check the overall proposal before saving and submitting it

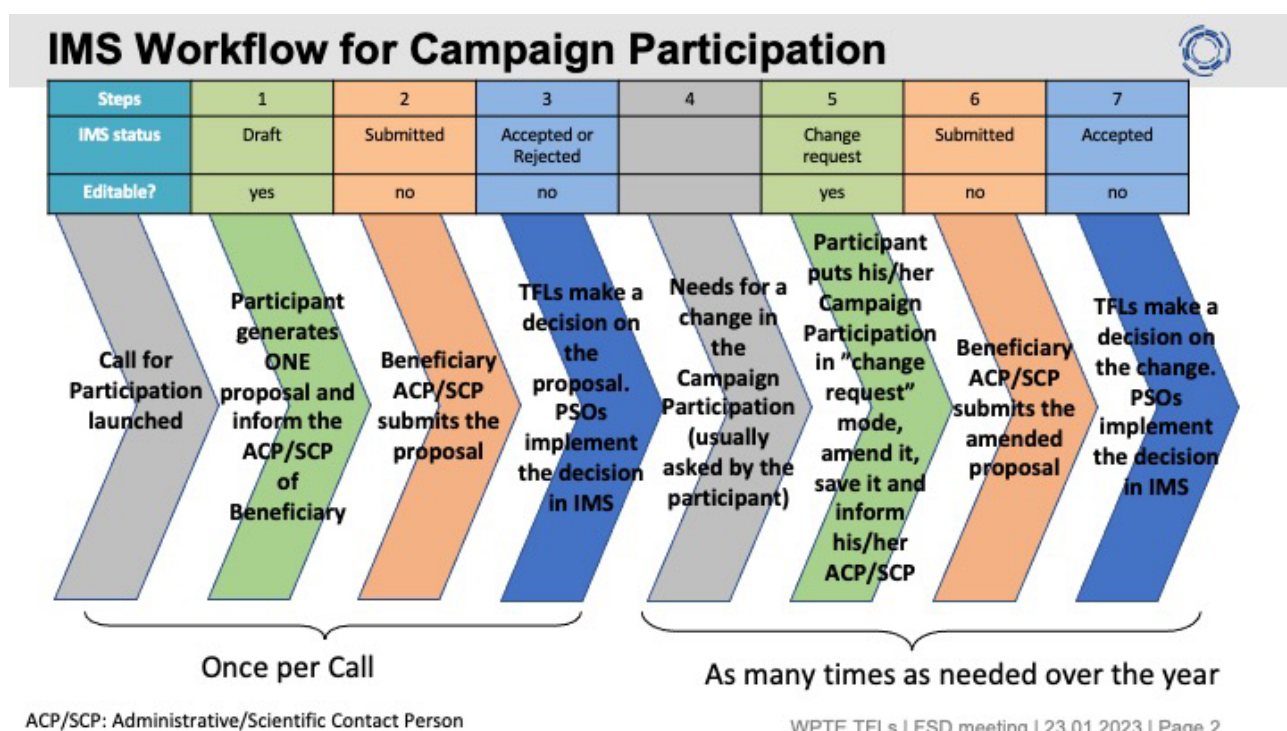
In the following sections, you will find a “how to” tutorial for each of these steps, as well as screenshots to help you through the process.

General remarks

- You will need an IMS account to be able to answer the present call. If you do not have one already, please anticipate your request to the PMU as much as possible, significantly ahead of the call deadline.
- In order to get an account on IMS, you need to go to <https://ims.euro-fusion.org> and click on the “Account application”.
- When going under IMS, you should select Horizon Europe 2021-2027 (FP9) (or go directly to <https://ims.euro-fusion.org/fp9>). From there, you should look for the relevant open Call and click on “Generate Proposal”. You are then ready to start filling your proposal!
- The fields with a red asterisk are mandatory. You will not be able to proceed to the next step if these are not filled.
- You should use the previous and next buttons at the bottom of the page to move between steps.
- You should avoid using “copy and paste” from another software into IMS (in particular when filling your work plan), as this is not compatible with the IMS editor and will result in poorly readable input.**
- If you have technical issues filling out the present call under IMS, please contact Botond Meszaros (Botond.meszaros@euro-fusion.org) from PMU.

If you have scientific questions about specific Research Topics, please contact the Research Topic Coordinators (RTCs) and the reference WP TE Task Force Leaders (TFLs) indicated in Annex 1.

As a reminder, the figure below illustrates the workflow of Campaign Participation in IMS.



Step 1: general information

You should select a special category if applicable (in particular if you are supported through another funding scheme, such as ERG, EEG or ERC grants or under TRED as a PhD student). Leave it as “not applicable” otherwise.

You should then select your salary rate: this should be in most cases “1. Averaged salary for planning FP9”, except if you are fully covered by other funding schemes, in which case you should select “0. Covered by other means”.

The other categories corresponding to industry are likely not to be used for WP TE.

In case of doubt, please ask the IMS Administrative Contact Person (ACP) of your laboratory.

The screenshot shows a web application window titled "Create Proposal for Campaign Call". The window has four tabs: "1. General Information", "2. Select Campaign/Experiments", "3. Work per Experiment", and "5. Check & save for official submission". The "1. General Information" tab is active. It contains three dropdown menus: "Person" (selected: Benoit Labit (EPFL)), "Special Category (if applicable)" (selected: Not applicable), and "Salary Rate" (selected: 1. Averaged salary for planning FP9). Below the "Salary Rate" dropdown is a search box with a magnifying glass icon and a list of options: "0. Covered by other means", "1. Averaged salary for planning FP9", "2. Industry AE: 06-FPH", "2. Industry AE: 11-EAI", "2. Industry AE: 14-CSM", and "3. Industry AE: 15-ANN-Ansaldo". The "1. Averaged salary for planning FP9" option is highlighted. There are "Previous", "Cancel", and "Next" buttons.

Step 2: select campaign / experiments

You should select the Research Topics you would like to contribute to (see Table 1 of Annex 1 for the description of the Research Topics).

Items to note in particular:

- JET-related work:
 - RT11 refers here to JET data analysis & modelling related to M18*/M21* experiments executed also during C44/C45/C46(DTE3)/C47 and C45b campaigns. Please ensure to indicate in the work-plan the name of the experiment you are applying to (e.g. M21-03, M21-01, etc.). Analysis for past WPTE experiments in DTE3 (RT22-xx with xx from -01 to -09) should be submitted under the relevant RT-xx. Work to utilise the whole catalogue of available JET data not related to experiments M18-*/M21-* will also be considered. This includes for instance work related to C43 (He campaign). The workplan must specify how such work supports the ITER re base-lining, the ITER research plan and/or ongoing ITER/DEMO design activities. For more details, refer to the scientific objectives described in Annex 1.
 - RT10 corresponds to JET data validation for a specific list of diagnostics (see Table 3 of Annex 1).
- JT-60SA related work
 - 7 new IMS tags (RT-12 to RT-18) have been defined corresponding to the JT-60SA Topical Groups (TGs): TG ORD, TG MHD, TG TC, TG EP, TG PED, TG DSP + IMAS activities (see Annex 1 for details). For technical reasons, these have to be defined as “RTXX” under the IMS system.
 - Participation proposals to work on these Topics should be made under the appropriate RT which should be selected as in the image below.

WARNING: Please note that you should tick at this stage all the Research Topics you would like to contribute to, as this will generate the corresponding boxes to be filled for the next step. In other words, if you go back from Step 3 to Step 2 to change something, everything that was inserted at Step 3 will be lost.

The screenshot shows a web application window titled "Create Proposal for Campaign Call". It has four tabs: "1. General Information", "2. Select Campaign/Experiments", "3. Work per Experiment", and "4. Check & save for official submission". The "2. Select Campaign/Experiments" tab is active, displaying a list of Research Topics (RT01 to RT18) with checkboxes. Red arrows point to RT10, RT11, and RT12-RT18, with instructions to select them for participation in JET data validation, A&M of past JET campaigns, and JT-60SA A&M respectively. The interface also shows navigation buttons: "Previous", "Cancel", and "Next".

Step 3: work per experiment

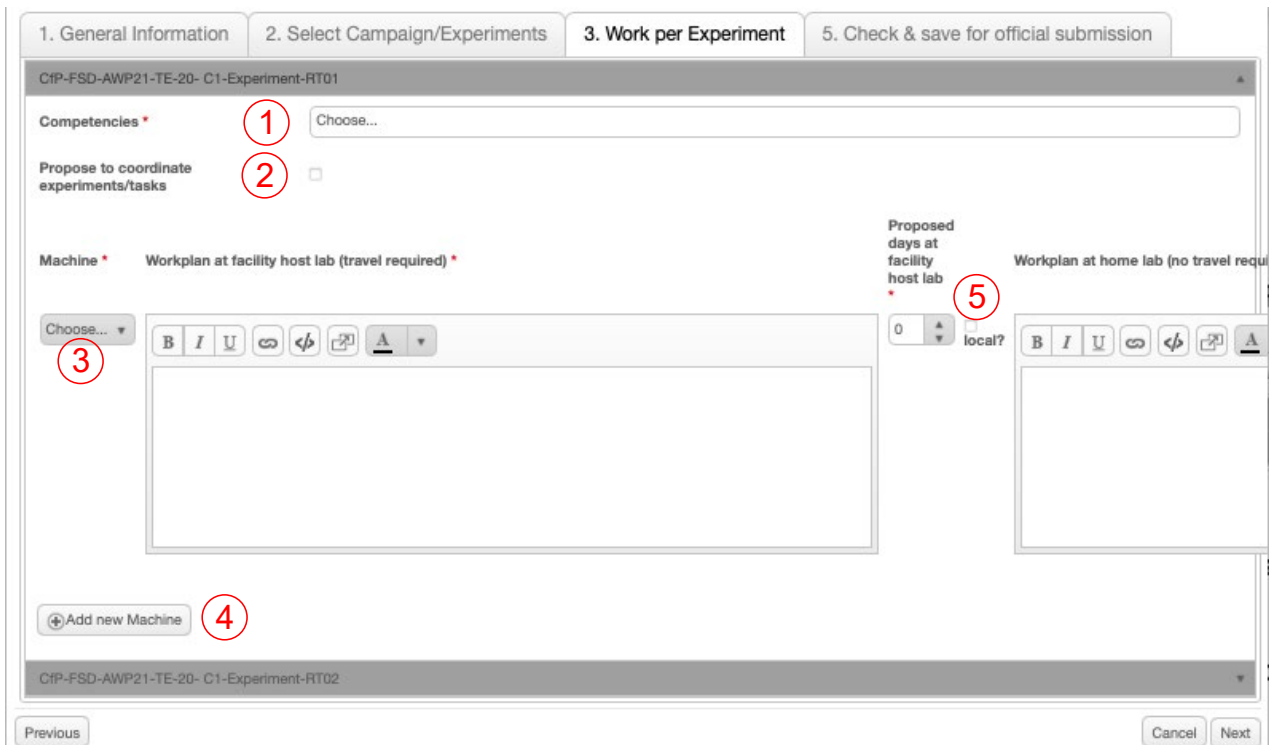
When going to this step, you will find a table with a line for each Research Topic you selected in step 2.



At this stage if something is incorrect for the Research Topics selection, you can go back to step 2 and add/remove what it is needed.

You can expand or collapse the Research Topic box by clicking on the Research Topic grey line.

You should then click on each Research Topic line and fill the details of your scientific proposal as described below.



① You should select from the list the competences you would like to apply for this Research Topic.

This corresponds to the IMS tags listed in table 2 of Annex1 and specifies whether your expertise for this Research Topic is in diagnostic or sub systems operation (DO), and/or data analysis and interpretation (DAI) and/or modelling (MOD). The competence “JET Data Validation” (VAL) can be selected only with RT10. You can also select others (OTH) if none of the above applies. In particular, proponents applying as Research Topic Coordinators can use the “others” category.

Note that you can select several competences for a given RT. You can also select different competences for different RT if you wish.

In terms of Diagnostic Operation (DO), WP TE will only support activities which are not included in the standard operational costs of the device. If you plan to operate or support the operation of a diagnostic that is not included in the device operation costs, but will be useful to a Research Topic, please state your expertise in

your workplan, providing details on what your work will include. Please contact the WPTE TFLs if you are uncertain that the diagnostic support you propose is eligible for funding.

② Research Topic Coordinators (RTCs) selected for the Research Topics should tick the “Propose to coordinate experiments/tasks” box.

Please note that for RTCs, a total participation of more than 2 person months is strongly recommended (1 person month equals 17.5 days, as 12 months represent 210 working days).

③ You should select which machine(s) you want to contribute to in the list of predefined devices participating to the Research Topic.

④ If you would like to contribute to several devices, use the “Add New Machine” button, which will generate the boxes needed for each device.

If you would like to change the device, you can just go back to the device selection ③ and change it.

If you would like to suppress a machine, you can use the box on the far right of the screen (see below). Note that this will suppress all the layout related to this device, so you will lose the associated work plan(s), proposed days etc.

⑤ You should then tick the “local?” box if you are part of the laboratory hosting the device. This will suppress the boxes for the workplan/days requiring travel to the device, not needed for you (see next section for details).

- As an example, EPFL staff participating to RT-01 on TCV should tick “local” in the corresponding TCV box, but not tick the “local” box in the AUG layout if they wish to contribute to AUG for RT-01.
- Consequently, when the “local” box is ticked, the layout changes and only the “home lab (no travel)” contribution is displayed.

Workplans and proposed days

You have to provide a work plan for each pair of “Research Topic + Device” you want to contribute to.

⑥ You can then write your work plan both for work from your home lab (work plan at home lab), and if applicable, for work from the lab hosting the facility if you need to travel on site (work plan at facility host lab).

Please note that staff from the facility host lab need to select “local” when applying for their facility and should only fill out the “work plan at home lab” section.

Your work plan should be complete though concise (typically ~2-3 lines for each machine within each Research Topic), and should refer to the description of the Research Topics given in Annex 1.

It should clearly state the link with Scientific Objectives of the Research Topics (as listed in the Scientific Objectives table for each RT in Annex 1) and explain how you will contribute.

Proposals related to the continuation of JET DTE2 data analysis and modelling under RT11 should mention explicitly in the work plan the experiment M18-**, M21-** it corresponds to, or the wider study area formed during 2024 (e.g. “ITB topic group”).

Proposals related to JET data validation under RT10 should mention explicitly to which diagnostic(s) it corresponds in the list provided in Table 3 in the RT10 section of Annex 1.

Proposals for participation addressing issues raised by the **ITER new baseline** (see for instance the documents related to the new ITER baseline and Research Plan provided on the WP TE wiki for the call for proposals 26-27) are encouraged.

You will find below examples of an adequate work plan for the case of a proposal on data analysis (the same applies for diagnostic operation and modelling), as well as examples of work plans with too scarce / too much information.

X Not enough information	✓ Adequate workplan	X Too much details
Work for RTxx on data analysis	Work for RTxx on data analysis of the diagnostic yy, in order to derive/assess/compare ... the parameters ... and progress on the physics issue ... in link with the scientific objective Dzz.	Work for RTxx on data analysis of the diagnostic yy starting by applying the following method then under the following assumption ... but depending on ... as described in the paper ... we will then ... and finally if ... we will also once this is done, we will go to the second step for reformatting the data as...etc. etc.

Please be reminded that you should type your work plan and avoid “copy and paste” from other software as IMS is not compatible with this process (see example below).

⑦ Finally, you will need to enter the number of proposed days associated to each of your work plan(s), separating the work at home lab and at the facility host lab.

- Focussing participation on a restricted number of RTs with a total participation (including home lab work and work at facility host lab if applicable) in the WPTE programme of more than 1 person month is strongly encouraged (1 person month equals 17.5 days, as 12 months represent 210 working days).
- Reminder: working from your home lab implies that no travel is required, while working at facility host lab means that you need to travel to the facility, and that missions will be required. Note that even if days are granted under “work plan at facility host lab”, you will still need to go through the mission approval procedure from WP TE and the host lab.
- Should the on-site commitment be possible it is advisable to spend at least 2 weeks on-site at the device involved.

Note that when proposing to contribute to JET analysis, you are welcome to propose on site days at JET, as further dedicated analysis meetings are foreseen to be organized by WP TE TFL at JET premises in 2025.

All these steps should be repeated for each pair of “Research Topic + device”.

WARNING: Please check carefully all your contributions at this stage before proceeding to the next step, as in some cases, the system can run unstable when going back from step 4 to step 3, and you might lose data.

Step 4: check and save for official submission

When going to this final step, you will find an overview of your contribution over all Research Topics / devices.

If you spot a mistake or a missing item at this stage, you can still go back to step 3 and update your contribution, but you might lose some of your input in the process.

Once you are happy with the content, you should click on the “save” button at the bottom of the page. **Your proposal will then be accessible to the IMS Administrative Contact Person (ACP) of your Beneficiary for a final validation and submission. Only submitted (and not draft) proposals can be accepted by PMU/PSO.**

Create Proposal for Campaign Call

1. General Information 2. Select Campaign/Experiments 3. Work per Experiment 5. Check & save for official submission

Person * Beroit Labit (EPFL) Salary Rate * 1. Averaged salary for planning FFS

Special Category (if applicable) Not applicable Total consortium contribution for this proposal k€ Proposed 11,796 Accepted 0,000

CIP-FSD-AWP21-1E-20- C1

Work on Experiment RT01

Competencies DA-OTH

Propose to coordinate experiments/tasks

Machine * AUG

Is Local Person?

Proposed days at facility host lab * 3 Proposed days at home lab * 3

Workplan at facility host lab (travel required) * This is not a very good proposal

Workplan at home lab (no travel required) * This is not a very good proposal

Machine * TCV

Is Local Person?

Proposed days at home lab * 4

Workplan at home lab (no travel required) * This one neither

Work on Experiment RT02

Competencies DA-OTH

Propose to coordinate experiments/tasks

Machine * MAST-U

Is Local Person?

Proposed days at facility host lab * 3 Proposed days at home lab * 20

Workplan at facility host lab (travel required) * Pedestal stability analysis of 2021 data

Workplan at home lab (no travel required) * Pedestal stability analysis of 2021 data

Previous Cancel Save