

# J-PARC Publication Database System Q&A

2022/05/18 J-PARC Center

## 1. About login to the J-PARC Database System

**Q** I cannot log in.

**A** You can reset your password on the J-PARC Portal site (<https://jus.j-parc.jp/portal/top?lang=en>).

If you still cannot log in even after resetting your password, please email us at (mlf-reports-mng@ml.j-parc.jp) along with the time you tried to log in. We will thoroughly investigate the issue.

## 2. About experimental report

**Q** Where can I get the template for the experimental report?

**A** You can download the template with guidance from the "Experiment Report" menu at the top of the screen that appears after you log in.

**Q** When is the deadline to submit experimental report to J-PARC Publication Database System?

**A** Basically, the deadline for experimental report is 60 days after the expiration date of each proposal round. Please see "Procedure after the Experiment" in the MLF web site (<https://mlfinfo.jp/en/mlfdone.html>) to confirm the concrete date.

Q I cannot find my proposal number in “Proposals, Reports Not Registered”.

A We are using two systems which are J-PARC User Support System (JUS) and KEK for J-PARC Publication Database System (JPD). If you have two accounts of User Support System for KEK beamlines (KRS) and that for other beamlines (JUS), you might not find some of the proposal numbers in the case that the accounts are not linked and you are using the same passwords for both (“linked” means that the system recognizes that both accounts belong to you).

When the JUS and KRS are linked, your proposals in both the systems are displayed. But if the two systems are not linked, only the proposals in the JUS are displayed in preference to those in the KRS on the JPD. To display your proposals in KRS on the JPD, please set different passwords for each system and log in to JPD by using the password for KRS.

Now, the system can link your JUS and KRS accounts only when you create a new account for the JPD, that is, you cannot link them if you have the account on JUS already. To link the accounts anytime you need, we will modify the systems near future. We are sorry for the inconvenience.

Q After saving a draft, I cannot find it in “Proposals, Reports Not Registered”.

A Please check the items in the “Draft” list, which is the third list shown when you log in. OR you can search it with the search window. Please click “Experimental Report” on the upper tool bar and “Search” in the list shown on the bar to open the window. Then, you can search the item with checking on the checkbox of “DRAFT” or without any check.

Q I cannot find the proposal I want to edit in “Proposals and Beamlines”

A When you enter the proposal number with “Proposal No. (Manual)” box and save as draft, the system doesn’t display the item in the “Draft” list. Please delete the draft and newly enter the experimental report. Then, you can find the proposal number on “Proposals and Beamlines”. If you cannot find it even after deleting the draft, your problem might be related to the Q&A of “I cannot find my proposal number in ‘Proposals, Reports Not Registered’” above. Please check it.

Q How can I replace the experimental report I submitted?

A Please contact us via an e-mail (mlf-reports-mng@ml.j-parc.jp). We will replace the experimental report upon your request.

Q I would like to submit the experimental report on behalf of PI.

A Please submit the experimental report by PI.  
When the collaborator submits the report on behalf of PI, please avoid using the draft saving function. Even if the collaborator saved the draft, they will never be able to revise and submit it.  
In addition, when the Experimental Report submitted by the collaborator will be reverted, please be reminded that only PIs can revise and resubmit it.

Q Do I need to submit an experimental report even if the experiment was not conducted?

A Yes. Kindly describe reasons in the experimental report and submit it.

### 3. About Publication

Q I would like to register multiple proposals from different PI for one achievement.

A If you cannot find objective proposal in the “Proposals and Beamlines”, please enter the proposal number with the “Proposal No. (Manual)” box

Q Which one should I choose “Paper” or “Proceedings” for a peer-reviewed proceedings published on an academic journal?

A Kindly choose “Proceedings”.