

## Guidelines for Submission of SPARK Proposals for 2023-24 session

### A. Guidelines for Students: Following steps are to be followed-

1. Open the CCRAS website on any browser using URL: <http://ccras.nic.in/> and click on SPARK to open the SPARK Portal URL: <https://spark.ccras.org.in/>

सरकार भारत  
GOVERNMENT OF INDIA

आयुष मंत्रालय  
MINISTRY OF AYUSH

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**CENTRAL COUNCIL FOR RESEARCH IN AYURVEDIC SCIENCES**  
Ministry of AYUSH, Government of India, New Delhi - 110058

Home About CCRAS CCRAS Policies Institutions Publications RTI **SPARK** eOffice Contact Us

**About CCRAS**

**Shri Sarbananda Sonowal**  
Hon'ble Cabinet Minister  
Ministry of Ayush  
Ministry of Ports, Shipping and Waterways

**Dr. Munjpara Mahendrabhai Kalubhai**  
Hon'ble Minister of State  
Ministry of Ayush  
Ministry of Women and Child Development

CCRAS Film  
CCRAS Endeavours in Sustained Development of AYURVEDA  
आयुर्वेद का विकास - रीसर्च आरएएस के तिलक प्रकाश

AYUSH Research Portal  
AYUR PRAKRITI WEB PORTAL  
Related Links  
Vigilance  
Swacch Bharat  
Online JDRAS  
Online JRAS  
CGM Portal  
PG-STAR

Transfer Order Under Transfer Rotational Policy  
Application Invited for Post Doctoral Fellowship Scheme 2023-June batch

The Central Council for Research in Ayurvedic Sciences (CCRAS) is an autonomous body of the Ministry of AYUSH (Ayurveda, Yoga & Naturopathy,

SPARK Portal URL: <https://spark.ccras.org.in/>

spark.ayu@ccras.nic.in

Home About Instructions Contact **Login**

**Welcome to CCRAS-SPARK**

GET STARTED

2. Click on Login button to open the login page for sign up.



3. Sign up to the portal by clicking on the **sign up** button.



4. Enter the required details for registration to sign up on the portal.

**REGISTER**

Register yourself

**Username**  
Username...  
Required: 150 characters or fewer. Letters, digits only.

**Email address**  
Email...

Enter password...  
Re-enter Password...

- Your password can't be too similar to your other personal information.
- Your password must contain at least 8 characters.
- Your password can't be a commonly used password.
- Your password can't be entirely numeric.

**First name**  
First Name...

**Last name**  
Last Name...

**Mobile**  
Mobile...

**Adhar No**  
Adhar No...

**Date Of Birth**  
dd-mm-yyyy

**Gender**  
Gender...

**Student Residence State**  
Student Residence State...

**District**  
District...

**Address Line1**  
Address Line1...

**Address Line2**  
Address Line2...

**City**  
City...

**Pincode**  
Pincode...

**Nationality**  
Indian

**Enrolling as a**  
Enrolling as a...

**College Name**  
College Name...

**Student Study State**  
Student Study State...

Register

Already have an account?

5. After successful registration, again login to the account by entering the login details.



**Spark  
LOGIN**

Username...

Password...



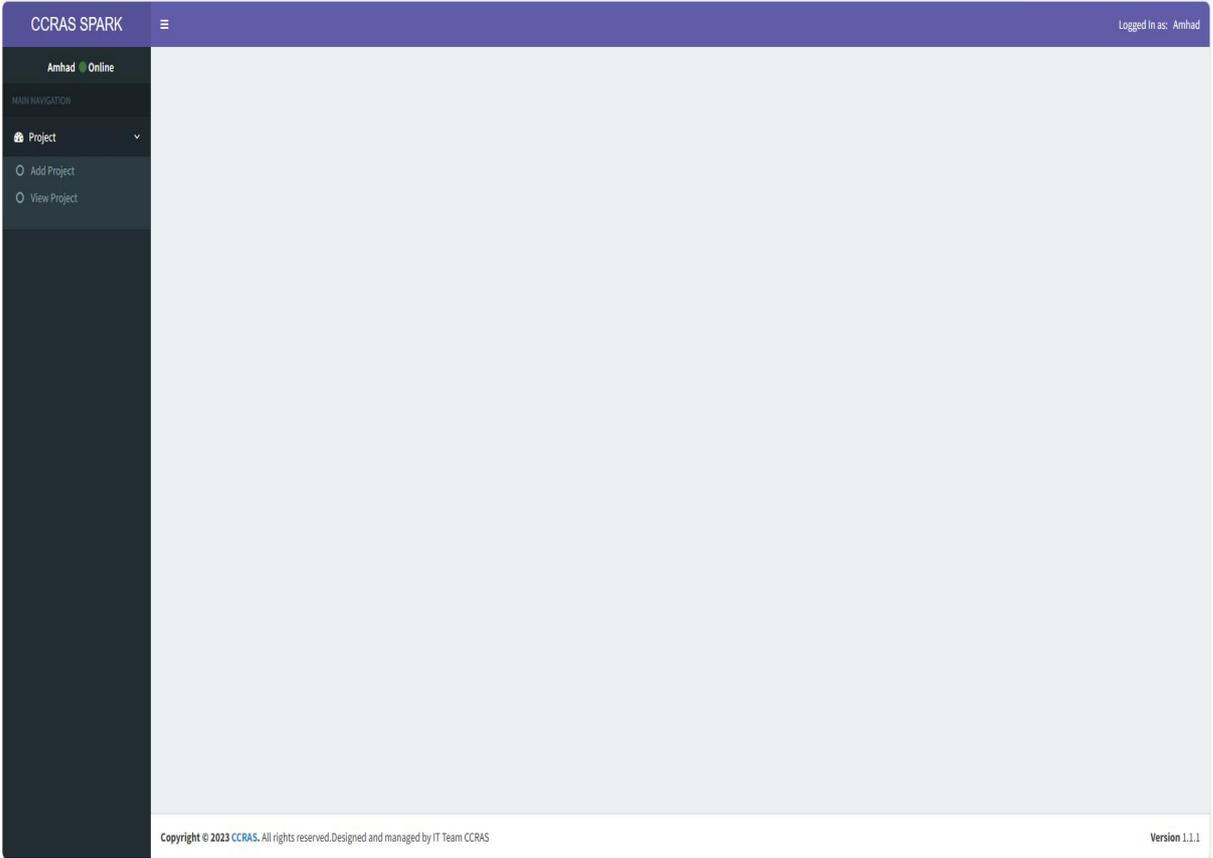
Login

Don't have an account? Sign Up

6. After successfully login to the portal the student dashboard will open having **Add Project**, **Add Bank Details**, **View Project** and **Submit Report** modules.



7. To Add project on the portal click on **Project button** to open the dashboard.



8. Click on Add Project button to enter the details.

The screenshot shows a web form titled "Add Project". On the left, there is a vertical navigation menu with sections: Guide Name, Co-Guide, Research Area, PG Discipline, Name Of Department, Title, Introduction, Objectives, Methodology, Implications, and References. Each section has a small square icon next to it. Below the menu is a link "Download Assertion Form". The main form area on the right contains input fields for each section. The "Title" field has a red border and a character count of "200 Character(s) Remaining". The "Introduction" field has a character count of "2100 Character(s) Remaining". The "Objectives" field has a character count of "700 Character(s) Remaining". The "Methodology" field has a character count of "5400 Character(s) Remaining". The "Implications" field has a character count of "700 Character(s) Remaining". The "References" field has a character count of "2100 Character(s) Remaining". At the bottom right, there is a blue "Save" button.

9. Click on Download Assertion Form to download Assertion form. Take the print out of the form and fill the required details. Prepare a PDF file of the duly filled Assertion form (File not exceeding 2 MB).

10. Click on Save button to save the details. The required documents have to be uploaded in the respective field.

This screenshot shows the same "Add Project" form, but with the "Download Assertion Form" link highlighted in orange. The form is filled with sample data. The "Year PG-Start Reference ID" dropdown is set to "2016/16/17". The "Title" field contains "project title upto 25 words...". The "Introduction" field contains "introduction upto 300 words...". The "Objectives" field contains "objectives upto 100 words...". The "Methodology" field contains "methodology upto 800 words...". The "Implications" field contains "implications upto 300 words...". The "References" field contains "references upto 300 words...". Below the form, there are several "Choose File" buttons for uploading documents. At the bottom right, there is a blue "Save" button.

11. Upload the PDF file of the documents in the respective field. Size not exceeding 2 MB.

Download\_Assertion\_Form

- Project Synopsis
- Assertion Form  
*(Certificate from college Scrutiny Committee on the letter head of college)*
- Objective
- Institutional Ethics Committee (IEC) for Clinical
- Institutional Animal Ethic Committee (IAEC) for experimental
- Informed Consent Form
- Case Record Form(CRF)
- Student Questionnaire  
*(Kindly merge and upload the PDF)*
- Any other Form  
*(Kindly merge and upload the PDF)*

Choose File No file chosen

Submit

12. Click on Submit button. The portal will be directed to the dashboard to review the details entered.

Show 10 entries

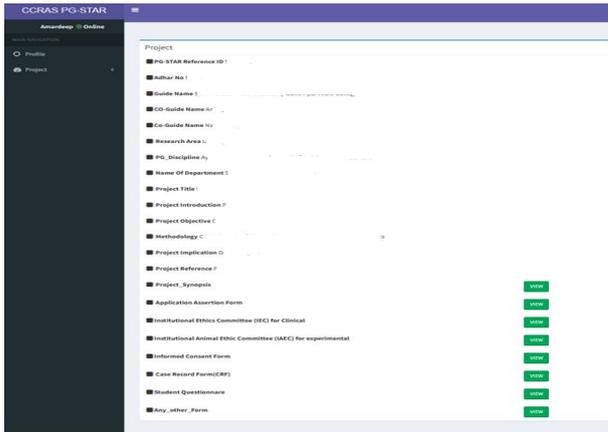
Search:

SPARK ID	Aadhaar No	Date Created	Guide Name	Project Title	Student Name	Email_ID	Mobile No	DATE and TIME	View	Edit
									<a href="#">View</a>	<a href="#">Edit</a>

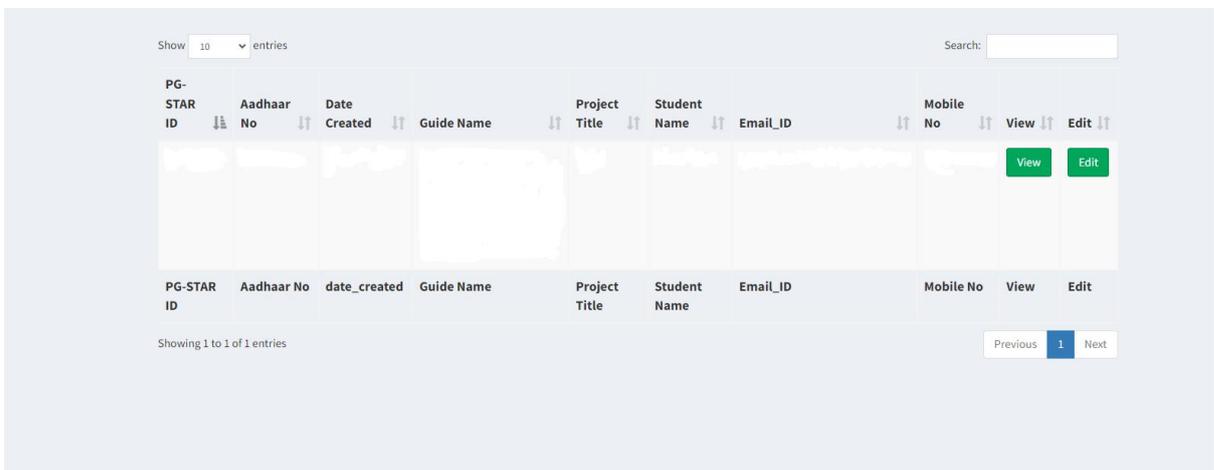
Showing 1 to 1 of 1 entries

Previous 1 Next

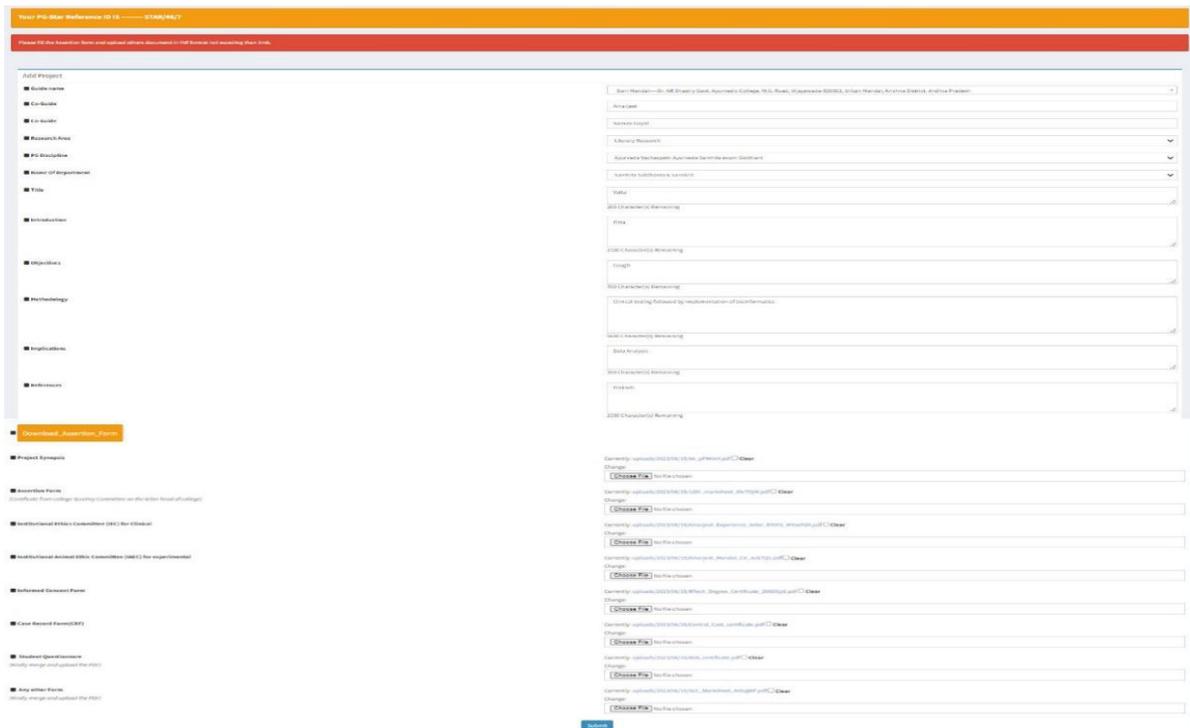
13. Click on the View button to view the submitted project. The submitted project will be viewed as



14. Click on Edit button to edit the details, if any.



15. The dashboard will be viewed as below where you may edit the details if required. Click on save button to save the details.



16. Click on Add Bank details button in the Project module

17. Add the bank details as per the required fields.

The screenshot shows a web form titled "Add Bank Details". On the left side, there is a list of required fields, each with a small square icon: "Account Holder Name" (with a subtext "Name of Institute"), "Account No", "Bank Name", "Branch Name", "Address", "Account Type" (with a subtext "Saving / Current"), "IFSC Code", and "Contact Number". To the right of each field is a corresponding empty text input box. At the bottom right of the form, there is a blue "Save" button.

18. Click on View Project button in the Project module to view the project if required.

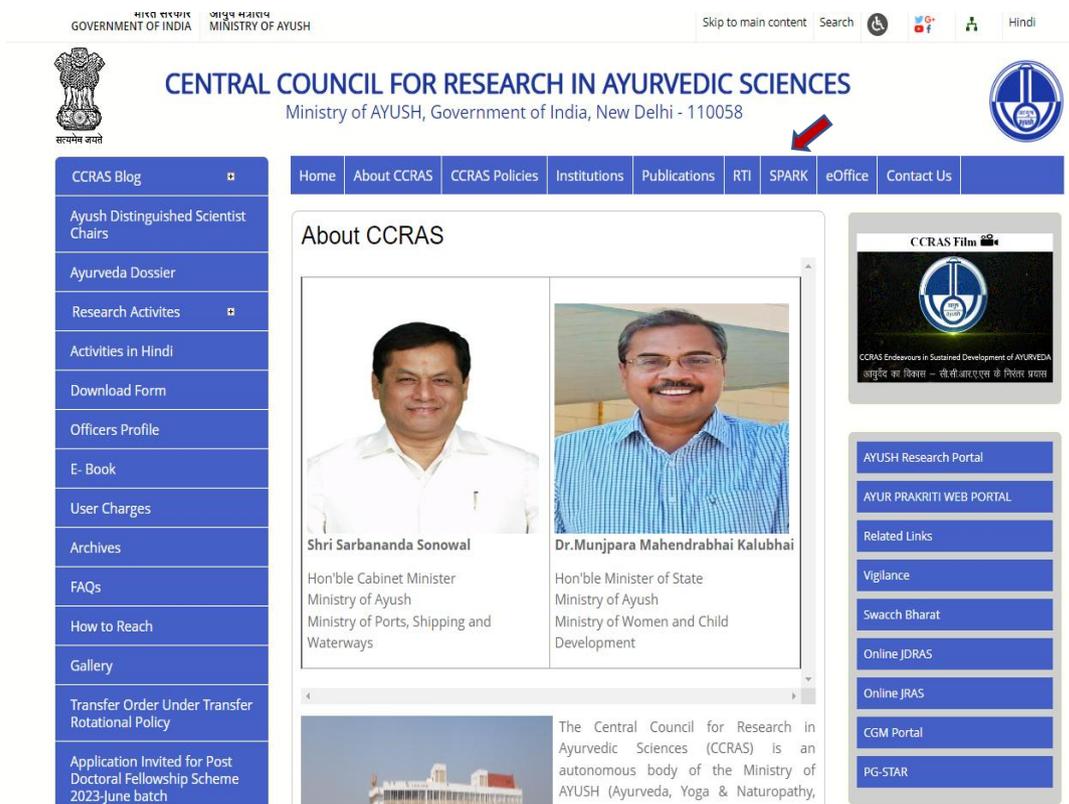


19. To submit the interim progress report and final progress report of the Scholarship, click on Submit Report button in the Project module to submit the report.

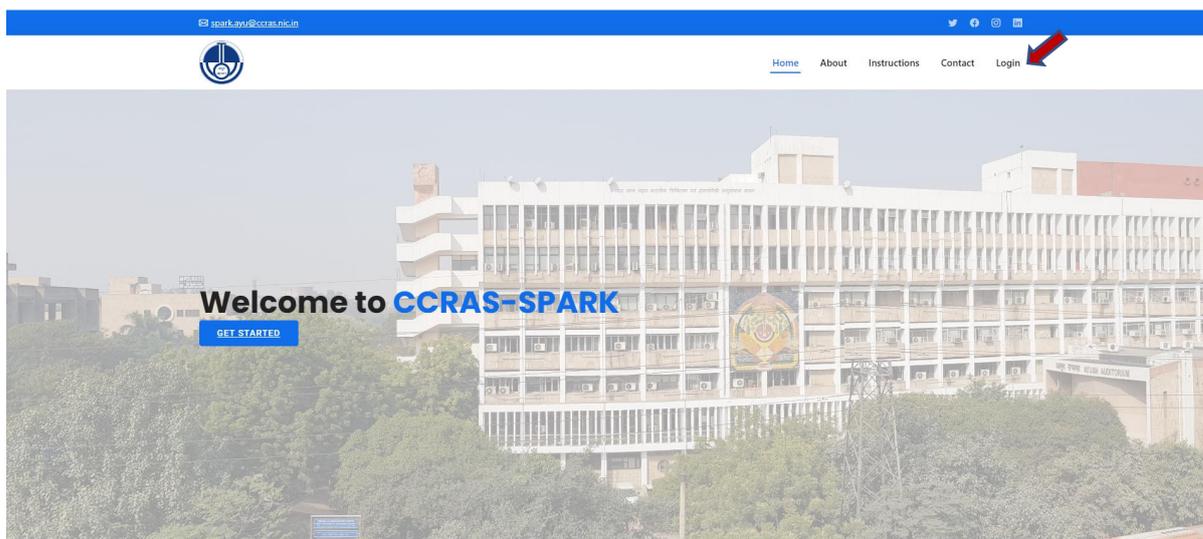
The screenshot shows a form titled "Report" with the heading "Kindly Submit your Report". The form contains several fields for user and project information: "Spark\_ID/Adhar", "Student Name", "Email", "Contact No", "Institute Name", "Project Title", and "Guide Name". Each of these fields has a corresponding empty text input box. Below these are three file upload sections: "Monthly Progress Report1", "Monthly Progress Report2", and "Final Project Report". Each section includes a "Choose File" button and the text "No file chosen". At the bottom of the form, there is a declaration: "I hereby declare that the report submitted by me is my own work and I have not copied it." followed by a blue "Save" button.

**B. Guidelines for Guide/Supervisor:** Following steps are to be followed-

1. Open the CCRAS website on any browser URL: <http://ccras.nic.in/> and click on SPARK to open the SPARK Portal URL: <https://spark.ccras.org.in/>

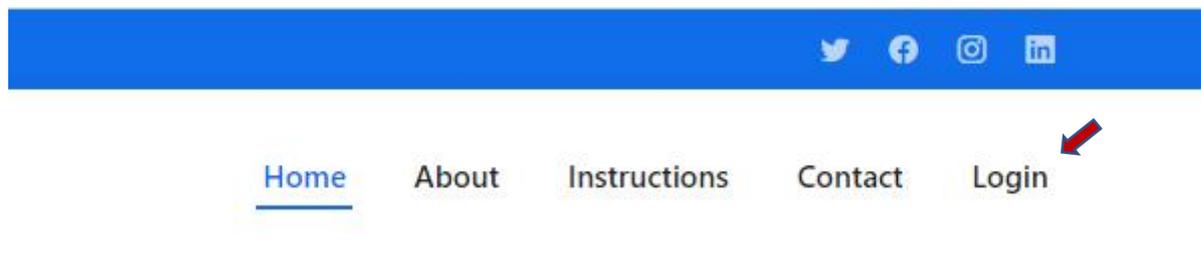


SPARK Portal URL: <https://spark.ccras.org.in/>

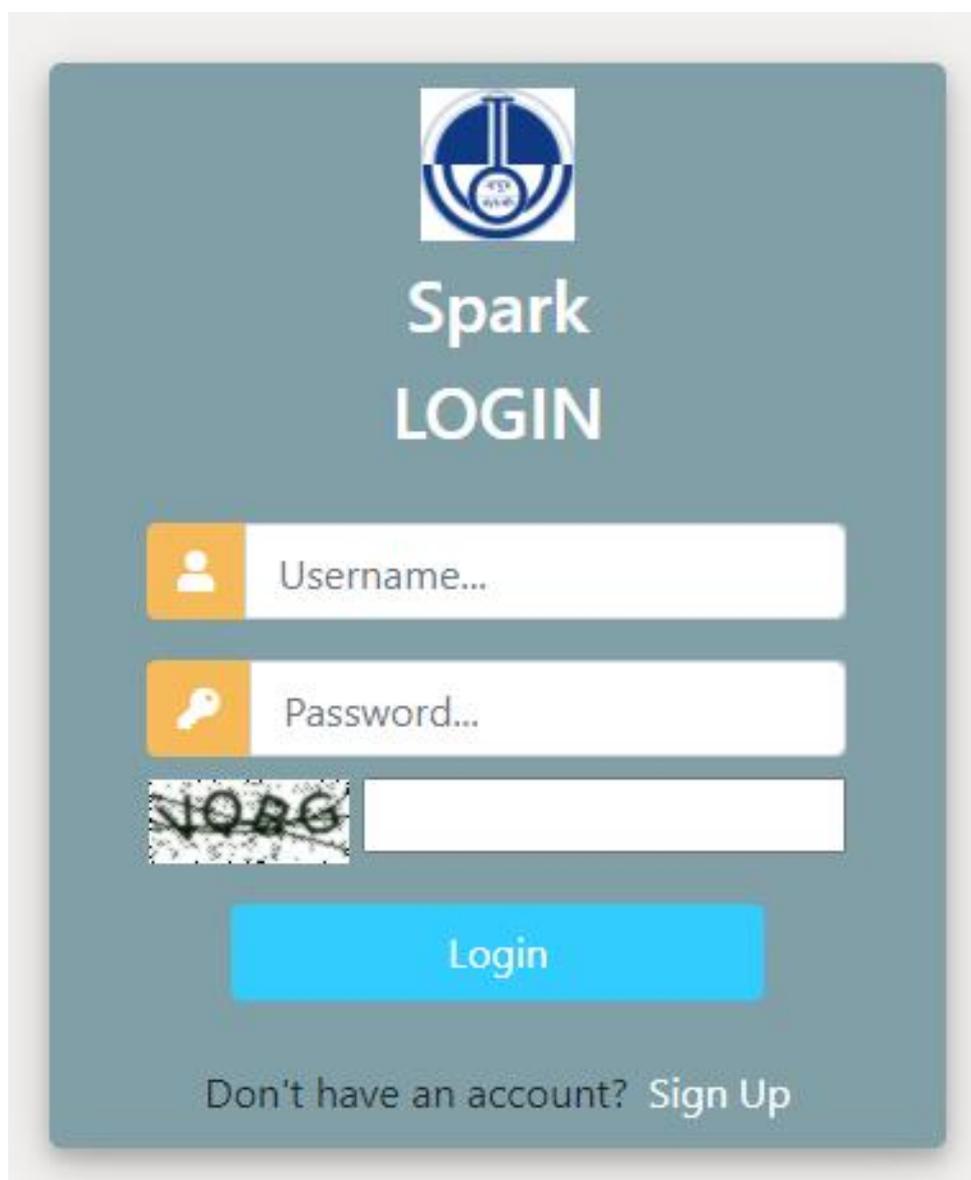


2. Click on About button on the SPARK portal to read about the SPARK Scheme

3. Click on Login button to open the login page for sign up.



4. Sign up to the portal by clicking on the sign up button.



5. Enter the required details for registration to sign up on the portal.

**REGISTER**

Register yourself

**Username**  
Username...  
Required: 150 characters or fewer: Letters, digits only.

**Email address**  
Email...

Enter password...  
Re-enter Password...

- Your password can't be too similar to your other personal information.
- Your password must contain at least 8 characters.
- Your password can't be a commonly used password.
- Your password can't be entirely numeric.

**First name**  
First Name...

**Last name**  
Last Name...

**Mobile**  
Mobile...

**Adhar No**  
Adhar No...

**Date Of Birth**  
dd-mm-yyyy

**Gender**  
Gender...

**Student Residence State**  
Student Residence State...

**District**  
District...

**Address Line1**  
Address Line1...

**Address Line2**  
Address Line2...

**City**  
City...

**Pincode**  
Pincode...

**Nationality**  
Indian

**Enrolling as a**  
Enrolling as a...

**College Name**  
College Name...

**Student Study State**  
Student Study State...

Register

Already have an account?

6. After successful registration, again login to the account by entering the login details.



**Spark  
LOGIN**

Username...

Password...



Login

Don't have an account? [Sign Up](#)

7. After successfully login to the portal the Guide dashboard will open, where the details of the project submitted by the student can be viewed.

SPARK ID	Student Name	Guide Name	College Name	Project Title	View
					<a href="#">View</a>

Showing 1 to 1 of 1 entries

Previous 1 Next

**Note:** A copy of submitted application/proposal may be downloaded for record and reference.