Overview of RETAC Project fields

**Project Name**
- Succinct name for the project.

**Product Components**
- A drop-down list of all existing RETAC Products in the database. Choose which products are the object of your project. If required, create a new RETAC Product first, and then create the RETAC Project.

**Primary Contact**
- Name and contact info. Primary contact is required, secondary contact is optional.

**Secondary Contact**

**Lead Organization**
- Primary organization driving or sponsoring project.

**Additional Information**
- Optional information such as project plans, calls for participation, preliminary findings, related projects, etc.

**Start Date**
- Actual or expected start and end dates.

**End Date**

**Funding**
- Funding status. Looking for funding?

**Current Project Phase**
- Drop-down list for the current phase of the project.

**Hints:**
1. "***" indicates required fields
2. Hover over a field to get help text
3. If there is not an existing RETAC Product in the database that your Project applies to, create the Product FIRST!
4. Don’t forget to click on “Publish” when you are done!
Objectives, research questions for project.

Key findings for completed projects; preliminary results.

Other involved organizations

Administrative field set to “Active” by default.