Quick Search Guide- Awards Module

When opening the Awards Module, a search window is automatically opened. You can use one or more of the Search fields listed in the window.

The most commonly used Search fields are:

**Account Number**: This is the FRS account number for the award. (ex. 521643)

**Award Type**: Type of Award instrument (Grant, Contract, etc)

**Sponsor Name**: Name of Sponsor as it is listed in the Coeus Sponsor Table.

**Award Title**: Search using part of the title. (ex. *detecting cosmic rays*)

**Investigator Name**: Name of Investigator as listed in PHR. (ex. *mcgaugh*)

**Unit Name**: Name of Unit (department) as listed in the Coeus Unit Hierarchy. (ex. *biology*)

It is recommended that you use the Searching Wildcard when searching in Coeus. For all fields and search windows, this is the **asterisk (*)**. It is useful to note that Coeus is NOT case-sensitive.
Sample Searches:

Finding a specific award using the FRS Account number. (ex. 431241)

Double-click on the desired result to open the award.

Finding awards for a particular department. (ex. Psychology)

Note: This will bring up all awards in a department with “Psychology” in the name. If more than one department contains the word “Psychology”, it is recommended that you use the Unit Number in your search. In this example, the Psychology Department has unit number 1282501.
Finding Grants received from NASA.

You can sort results by clicking on the column heading.

Find all awards with an investigator with the name Desai or Solares.

Be aware that the search results list PI, but also may contain investigators with the same name as the investigator you are searching for. It is suggested that you use additional search fields to make sure your results are valid (such as department/unit name).