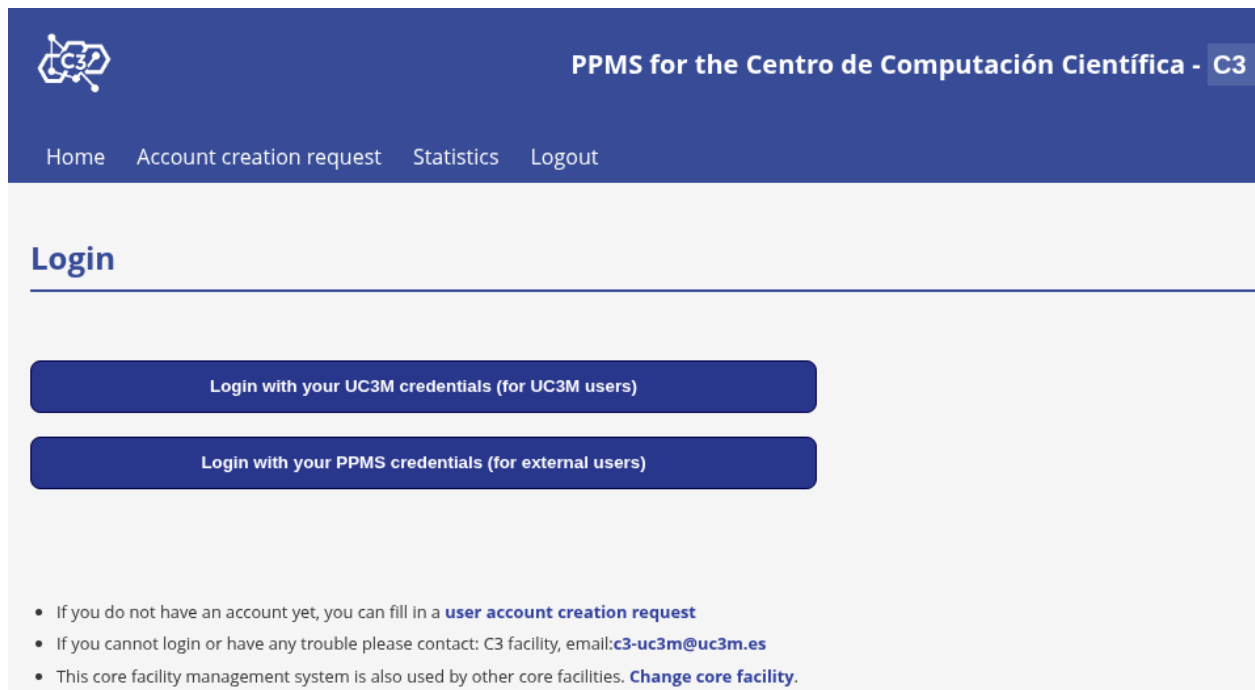



How to use PPMS

Log in

1. Connect to PPMS: <https://ppms.eu/uc3m/login/?pf=4>
2. If you are a UC3M user, log in with your corporate account (1st option). If you are an external user, use the 2nd option:



 PPMS for the Centro de Computación Científica - C3

[Home](#) [Account creation request](#) [Statistics](#) [Logout](#)

Login

Login with your UC3M credentials (for UC3M users)

Login with your PPMS credentials (for external users)

- If you do not have an account yet, you can fill in a [user account creation request](#)
- If you cannot login or have any trouble please contact: C3 facility, email: c3-uc3m@uc3m.es
- This core facility management system is also used by other core facilities. [Change core facility.](#)

Place an order

1. Go to the **Order** menu:



Order service or consumable

Project:

Financial account #:

Note: a compatible project is required to order some services/consumables
Request/start a new project

Services and consumables available for order (select and enter the quantity values)

(Some services and consumables will not be visible until you select a compatible project above)

No services are compatible with the project and account selected above

2. Select one of the available *Projects*:

Order service or consumable

Project:

Financial account #:

Note: a compatible project is required to order some services/consumables
Request/start a new project

Note for A0 rate users: to ensure that the A0 rate is applied correctly, do not select *C3 Default Project*; instead, select the project that bears the name of your research group. If this option does not appear please contact CAI: rosalia.pina@uc3m.es

3. Select the *financial account* you want to use for this order.
4. Now you can choose the services and quantities you want. There are three main services:

Services and consumables available for order (select and enter the quantity values)

(Some services and consumables will not be visible until you select a compatible project above)

(open all sections below) (hide all sections below)

Consumibles		Min	Max	Incr.	Unit price	Quantity	Total
#040010	Hora de Cómputo de Core CPU hide description add a comment	5000	-	1000	0.01	0	0
Description: 1 unidad corresponde a 1 Core CPU utilizado durante 1 hora							
#040011	Hora de Cómputo de GPU hide description add a comment	100	-	100	0.80	0	0
Description: 1 unidad corresponde a 1 GPU utilizada durante 1 hora							
Servicios		Min	Max	Incr.	Unit price	Quantity	Total
#040015	Almacenamiento 12 meses (TB) hide description add a comment	1	10	1	48.00	0	0
Description: Almacenamiento reservado en Terabytes durante un periodo de 12 meses.							
#040012	Almacenamiento 3 meses (TB) hide description add a comment	1	10	1	12.00	0	0
Description: Almacenamiento reservado en Terabytes durante un periodo de 3 meses.							
#040013	Almacenamiento 6 meses (TB) hide description add a comment	1	10	1	24.00	0	0
Description: Almacenamiento reservado en Terabytes durante un periodo de 6 meses.							
#040014	Almacenamiento 9 meses (TB) hide description add a comment	1	10	1	36.00	0	0
Description: Almacenamiento reservado en Terabytes durante un periodo de 9 meses.							
TOTAL							0

- a. CPU Core Hours (*Horas de Cómputo de Core CPU*): Must be requested in increments of 1,000, with a minimum of 5,000.
 - b. GPU compute hours (*Horas de Cómputo de GPU*): must be requested in increments of 100.
 - c. Reserved Storage in Terabytes: This must be reserved on a quarterly basis. For example, if you want to reserve 1 TB for 3 months, fill in the *Quantity* field for the *Almacenamiento 3 meses (TB)* service, and leave the other storage services set to 0.
5. **IMPORTANT:** The duration of the advertised service is determined by the number of storage months you request. Therefore, for your first order, you must request at least some CPU core hours and one of the storage services.
- a. If you need additional computing hours (CPU or GPU) during your service period, you can place additional orders that include only computing hours.
 - b. If you want to extend the service period, you will need to place a new order, selecting the desired storage months and computing hours again.
6. For example, to request 5,000 CPU hours, 100 GPU hours, and 1 TB of storage for 3 months, you would see this:

Services and consumables available for order (select and enter the quantity values)

(Some services and consumables will not be visible until you select a compatible project above)

(open all sections below) (hide all sections below)

		Min	Max	Incr.	Unit price	Quantity	Total
Consumibles							
#040010	Hora de Cómputo de Core CPU show description add a comment	5000	-	1000	0.01	5000	40.00
#040011	Hora de Cómputo de GPU show description add a comment	100	-	100	0.80	100	80.00
Servicios							
#040015	Almacenamiento 12 meses (TB) show description add a comment	1	10	1	48.00	0	0
#040012	Almacenamiento 3 meses (TB) show description add a comment	1	10	1	12.00	1	12.00
#040013	Almacenamiento 6 meses (TB) show description add a comment	1	10	1	24.00	0	0
#040014	Almacenamiento 9 meses (TB) show description add a comment	1	10	1	36.00	0	0
TOTAL							132.00

If you have a PO number for this order, please enter it here:

[Order](#)

[Save quote](#)

7. To place your order, click the *Order* button. This form will appear on your screen:

Order form of Hora de Cómputo de Core CPU

C3_Solicitud_Acceso

Previous answers:

Solicitud de Acceso a C3

Acronimo del proyecto (solo letras en minúscula, dígitos y guión bajo "-","_") *

Lista de usuarios del proyecto. (Formato: Nombre; Apellidos; Email) *

Breve descripción del proyecto *

Software requerido (uno por línea)

Observaciones adicionales

[Cancel](#) [Proceed Order](#)

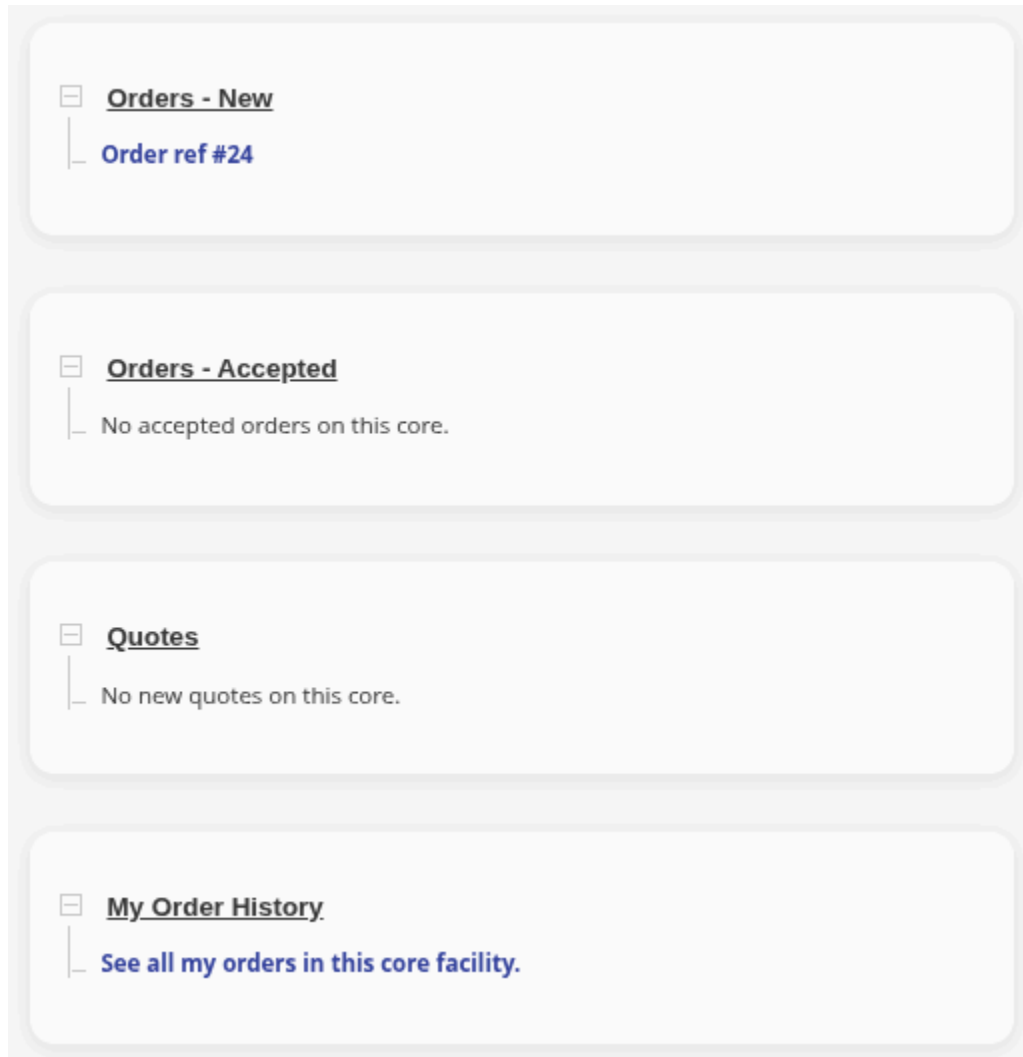
- You must provide a name for your project, as well as a list of users who need access to C3 through it. If you need to remove or add users during the service period, please contact us at this email address: c3-uc3m@uc3m.es, indicating the order number and the users to be removed or added.

Note: If you would prefer to complete your order later, you can save it as a quote by clicking the *Save quote* button at the bottom.

- Once your order has been placed, the C3 administrator will review it. If everything is correct, your order will be accepted and we will contact you to provide access and credentials.

Check the status of my order

On the *Home* page, there are several *Orders* sections where you can view your orders:



Check the start and end dates of my service

If your order has been accepted and you have already been granted access to C3, you can see the date we consider to be the start of the service period in the *Effective order date* field in the

order details, here:

Order ref. #64

Order ref. #64

Order for [redacted], email: [redacted]

Original order date: 07/04/2026 at 12:54, by [redacted]

Effective order date: 07/04/2026, changed by [redacted]

Order accepted on 07/04/2026 at 12:55 by [redacted]

Account number to use: [redacted] [Change account](#)

This order is attached to project **C3 Proyecto por Defecto**. [Change project](#)

Assigned to: nobody

In addition, the service end date will appear in this section:

Predicted completion date

This order has a predicted completion date: 06/07/2026

[Go to the project and the attached milestones](#)