DigitalMeasures

NIH and NSF Biographical Sketch

Entering/Updating NIH and NSF Biographical Sketch Information

Before printing a Bio Sketch, please update your records to align with the criteria of the NIH and NSF Biographical Sketch reports. Information will be pulled from the following screens:

- Education and Post Graduate Training
- Academic and Professional Positions
- Professional Memberships
- Professional
- Fellowships, Scholarships and Awards
- Intellectual Contributions
  - Was this peer-reviewed/refereed? must be “Yes”
  - Current Status must be Accepted, In Press, or Published
- Contracts, Grants and Sponsored Research

Populating the Biographical Sketch Screen

Scholarship and Research > Biographical Sketch

Biographical Sketch Type
- NIH
- NSF
- NIH and NSF

Personal Reference Number for this Biographical Sketch record
- 1-4
- Allows user to reference customized Biographical Sketch records

Explanation of Personal Reference Number:
- User defined
- Allows user to reference customized Biographical Sketch records

eRA Commons Username
- For the NIH Biographical Sketch only

Personal Statement
- For the NIH Biographical Sketch only
- User may author in Word and Copy/Paste

Publications
- NIH Biographical Sketch: enter up to 15 publications.
• The first five publications entered in this section will appear as the five "most relevant" publications on the NIH Biographical Sketch report.
• For the NSF Biographical Sketch: enter up to 10 publications or patents
• Additional entries will not be printed

Publication removal and ordering

Linked Records
• Includes records that another DigitalMeasures user has entered (Linked records)
• Allows user to copy and paste citations into the appropriate section of the report as desired (appendix should be deleted after placing items in the report)

Synergistic Activities
• NSF Biographical Sketch only
• Enter up to 5 items

Printing the NIH Biographical Sketch or NSF Biographical Sketch

Scholarship and Research > Biographical Sketch
• Enter information specific to the NIH and/or NSF reports
• Select content from other screens to be used in these reports

Run Custom Reports > NIH Biographical Sketch or NSF Biographical Sketch
• Choose the Report Date Range
• Select report options to customize the report