TIGER TIPS
RESOURCES FOR AUBURN RESEARCHERS
USING SciENcv to Create a Biographical Sketch

SciENcv Instructions

The Office of Proposal Services & Faculty Support has pulled together and highlighted information about SciENcv in an effort to assist AU's research community. If you have questions or need assistance, please contact your Contract Administrator or College-level Designee.

Full Instructions can be found at: https://www.ncbi.nlm.nih.gov/books/NBK154494/

Science Experts Network Curriculum Vitae (SciENcv) is a new electronic system that helps researchers assemble the professional information needed for participation in federally funded research. SciENcv gathers and compiles information on expertise, employment, education and professional accomplishments. Researchers can use SciENcv to create and maintain biosketches that are submitted with grant applications and annual reports. SciENcv allows researchers to describe and highlight their scientific contributions in their own words.

What SciENcv does:
- Eliminates the need to repeatedly enter biosketch information
- Reduces the administrative burden associated with federal grant submission and reporting requirements
- Provides access to a researcher-claimed data repository with information on expertise, employment, education, and professional accomplishments
- Allows researchers to describe their scientific contributions in their own language

Who Developed SciENcv

The SciENcv utility is a cooperative project requested by the Federal Demonstration Partnership (FDP), which is an association of academic research institutions and federal agencies. In collaboration with the FDP, SciENcv is being built by the National Center for Biotechnology Information (NCBI) at the National Institutes of Health under the aegis of an interagency workgroup composed of members from the Department of Defense, the Department of Energy, the Environmental Protection Agency, the National Institutes of Health, the National Science Foundation (NSF), The Smithsonian, and the United States Department of Agriculture. The interagency workgroup operates under the National Science and Technology Council's (NSTC) Research Business Models and Science of Science Policy Committees.

Principles of SciENcv
- Any researcher may register
- Leverages data from existing systems
- Data are owned by the researcher
- Researcher controls what data are public
- Researcher edits and maintains information
- Researcher provides own data to describe research outcomes
- Researcher has ultimate control over data in biosketch

Reference: https://www.ncbi.nlm.nih.gov/sciencv/background/

Step-by-step Access to SciENcv

1. If you already have a login for NCBI, start here https://www.ncbi.nlm.nih.gov/account/, otherwise, if you need to create an account, start here: https://www.ncbi.nlm.nih.gov/sciencv/, and follow the instructions below:

SciENcv: Science Experts Network Curriculum Vitae

A researcher profile system for all individuals who apply for, receive or are associated with research investments from federal agencies. SciENcv is available in My NCBI.

About SciENcv
- Background Information
- SciENcv FAQs
- YouTube Video: SciENcv tutorial
- YouTube Video: Integrating with ORCiD
- Recent Changes to NIH Biosketch
- Provide Feedback

Interfacing with SciENcv
- SciENcv Data Documentation
- SciENcv Data Schemas

Click here to start!

News and Resources
- SciENcv News
- SciENcv Presentations
- SciENcv Help
- My Bibliography Help

Sign in to NCBI

eRA Commons login   NSF login

See more 3rd party sign in options

OR

NCBI Login

Need help signing in?

> **Choose a login method**. You can also click on the **See more 3rd party sign in options** and scroll down to ORCID if you have an ID created.

1a.

> If your login method brings you to this landing page, **select MyNCBI**. Otherwise, see the landing page in step 1 of the next section, **Linking Your Accounts.**
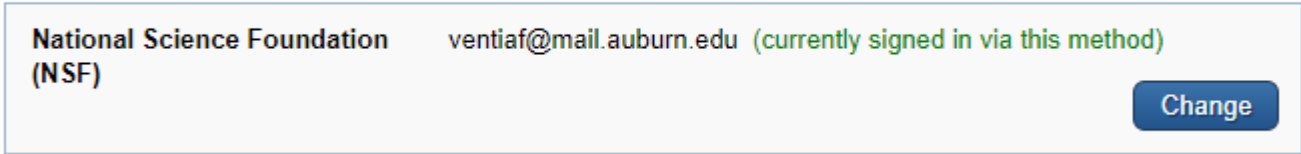
Linking Your Accounts

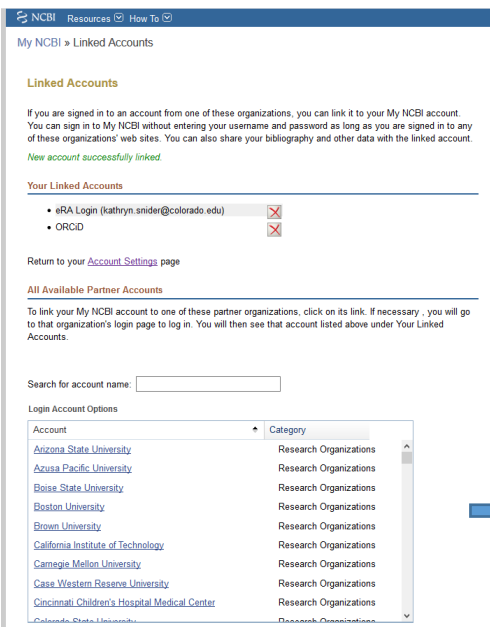1) Link your accounts by **clicking your user name** in the upper right-hand corner.

NCBI   Resources ⊡   How To ⊡   ventiaf@mail.auburn.edu   My NCBI   Sign Out

2) **Select Change** under linked accounts.

Linked accounts   *You can sign in via these 3rd-parties. Contact the 3rd party for sign-in related issues.*

National Science Foundation (NSF)   ventiaf@mail.auburn.edu   (currently signed in via this method)

Change

3) **Search** for the account name you'd like to link and then **follow the instructions** on the link.

You will be able to see which accounts you've linked. **Click on the red X** to unlink accounts.
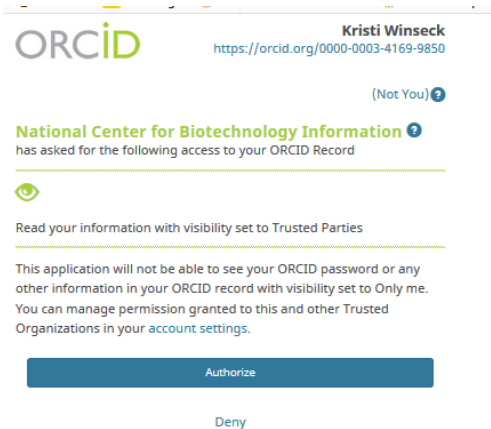
Your Linked Accounts

- National Science Foundation (NSF) (ventiaf@mail.auburn.edu)

Return to your Account Settings page

4) As you link your accounts, you may get messages that look similar to this; make sure you authorize so that the records can "talk" to each other.

ORCID   **Kristi Winseck**   https://orcid.org/0000-0003-4169-9850

(Not You) ❓

National Center for Biotechnology Information ❓
has asked for the following access to your ORCID Record

👁

Read your information with visibility set to Trusted Parties

This application will not be able to see your ORCID password or any other information in your ORCID record with visibility set to Only me. You can manage permission granted to this and other Trusted Organizations in your account settings.

Authorize

Deny

Building Your Record

1) If you've already built your record, skip to the next section, **Building your Biosketch through SciENcv**.

2) To build your record using your ORCID account, see the next section, **Building your Biosketch through SciENcv** to pull in information from your ORCID – once records are loaded from ORCID, they will also reside in the My Bibliography section.

3) To build your record manually, follow the instructions below:

My NCBI

Search NCBI databases

Search : PubMed

Search

Hint: clicking the "Search" button without any terms listed in the search box will transport you to that database's homepage.

Saved Searches

You don't have any saved searches yet.
Go and create some saved searches in PubMed or our other databases.

Manage Saved Searches »

Collections

All bibliographies and Other citations are now in My Bibliography

Collection Name	Items	Settings/Sharing	Type
Favorites	edit	0	Private	Standard

Manage Collections »

If you choose not to use ORCID to build your SciENcv file, you can build your bibliography through **My Bibliography**.

My Bibliography

Your bibliography contains **no items**.
Your bibliography is **private**.

Manage My Bibliography »

Recent Activity

Time	Database	Type	Term
4:18 PM	Books	record	SciENcv - My NCBI Help

Clear   Turn Off

See All Recent Activity »

Filters

Filters for: PubMed

You do not have any active filters for this database.
Add filters for the selected database.

Manage Filters »

SciENcv

Click here to create a new CV.

When **adding from a file,** you can use only .ris, .txt, .nbib

⚙ Manage citations ⌄   ＋ Add citations ⌄   ▼ Filter citations ⌄

Search citations   Search

From PubMed
From a file
Manually

5 citations, Sort by newest to oldest ⌄

Winseck K. Test Artic... 9 March;

Public Access Compliance
Not defined [Edit Status]

Add PubMed Citations to My Bibliography

Search term

Search PubMed

This tool will help you to quickly find and add PubMed items to your My Bibliography collection. Enter your search terms in the query box, above and click on the "Search" button to execute the search.

When **adding through PubMed,** you can search by search by topic, title or author.

Building your Biosketch through SciENcv

My NCBI

Search NCBI databases

Search : [PubMed ⌄]

[   ] [Search]

Hint: clicking the "Search" button without any terms listed in the search box will transport you to that database's homepage.

My Bibliography

Your bibliography contains **no items**.
Your bibliography is **private**.

Manage My Bibliography »

Recent Activity

Time	Database	Type	Term
4:18 PM	Books	record	SciENcv - My NCBI Help

Clear   Turn Off

See All Recent Activity »

Saved Searches

You don't have any saved searches yet.

Go and create some saved searches in PubMed or our other databases.

Manage Saved Searches »

Collections

All bibliographies and Other citations are now in My Bibliography

Collection Name	Items	Settings/Sharing	Type
Favorites	edit 0	⚙ Private	Standard

Manage Collections »

Filters

Filters for: [PubMed ⌄]

You do not have any active filters for this database.
Add filters for the selected database.

Manage Filters »

SciENcv

Click here to create a new CV.

SciENcv

Name	Last Update	Sharing	Type
NSF Test		Private	NSF Biosketch

Manage SciENcv »

If you don't have any Biosketches built yet, you will **select Click here**.
OR
If you do have Biosketches built, you will **select Manage SciENcv**.

Create a New Biosketch

Biosketch name   [   ]
Enter a name to help you to identify this biosketch

Format
○ NIH Biosketch
○ NIH Fellowship Biosketch
● NSF Biosketch
○ IES Biosketch
Select a format for this biosketch

Choose data source
○ Start with a blank document
○ Existing Biosketch: [⌄]
● External source: [⌄]
Your eRA Commons a | eRA Commons |
| ORCID |
| National Science Foundation |

Sharing
○ Public
You can change the shared settings at any time.

[Create] [Cancel]

Choose the type of Biosketch you need to build, the source of the data*, and if it will be public or private.
*Note that if you choose an existing biosketch, any existing information that is required in the new biosketch will transfer, for example, personal statements for NIH.

Select Create

BUILD AN NSF BIOSKETCH

Profile name: 4 [Edit]
Profile type: NSF Biosketch NSF Biographical Sketch Instructions
Last Updated: 20 September 2019
Sharing: Private [Change]

Download: PDF XML

OMB-3145-0058

NAME [Edit]
Winseck, Kristi

A. PROFESSIONAL PREPARATION [Edit entries]

List undergraduate and graduate education and postdoctoral training. List the year the degree was received as well as inclusive dates of postdoctoral training.

INSTITUTION	LOCATION	MAJOR/AREA OF STUDY	DEGREE (if applicable)	YEAR
Ilvermorny	Mount Greylock, MA, United States	Magic Animals	DOCTOR OF PHILOSOPHY	1990
Hogwarts	Unplottable, United Kingdom	Advanced Wizardry	MASTER OF ARTS	1987
University of Colorado at Boulder	Boulder, Colorado, USA	Economics	BACHELOR OF ARTS	1985

add another degree/training

B. APPOINTMENTS [Edit entries]

List, in reverse chronological order, all academic/professional appointments beginning with the current appointment.
2016   Proposal Analyst, OCG, CU Boulder, Boulder, CO, USA
2005 – 2016   Dragon Wrangler, Island of Berk, Vikingland
1990 - 1999   Wizard of Oz, Kansas Tornados, Inc., Emerald City, KS, USA
add another entry

C. PRODUCTS

Acceptable products must be citable and accessible including but not limited to publications, data sets, software, patents, and copyrights. Unacceptable products are unpublished documents not yet submitted for publication, invited lectures, and additional lists of products. Each product must include full citation information including (where applicable and practicable) names of all authors, date of publication or release, title, title of enclosing work such as journal or book, volume, issue, pages, website and Uniform Resource Locator (URL) or other Persistent Identifier.

PRODUCTS MOST CLOSELY RELATED TO THE PROPOSED PROJECT [Select citations]

1. Winseck K. Test Article A. CU OCG. 2019 January 01;

2. Winseck K. Test Article B. CU OCG. 2019 February 01;

OTHER SIGNIFICANT PRODUCTS, WHETHER OR NOT RELATED TO THE PROPOSED PROJECT [Select citations]

1. Winseck K. Test Article C. CU OCG. 2019 March 01;

D. SYNERGISTIC ACTIVITIES

List up to five examples that demonstrate the broader impact of the individual's professional and scholarly activities that focus on the integration and transfer of knowledge as well as its creation.

1. **Outreach** Led groups of students on dragon-egg collecting expeditions.
   Teaching Developed and taught curriculum still used in Wizarding schools for magic spells and potions.

add another entry

Download: PDF XML

PRODUCTS MOST CLOSELY RELATED TO THE PROPOSED PROJECT [Save citations]
You have not included any product in this section.

| My Bibliography | ORCID |

Sort by: Publication date ▾   Select: None   0 item(s) selected   Refresh the list from ORCID   unchecked entries are hidden from display

☐ Test Article D. CU OCG. 2019 April;

☐ Test product.

☐ Orcid test article 2. 2006 February;

☐ Test Product 2.

Callout boxes:

Once all of your edits are complete, you can **create a PDF** for upload to the sponsor's portal.

You can **manually edit** the information in each of these sections.

To select products, or choose different ones, choose **Select Citations,** then follow directions in the **Choose My Bibliography** section below.

Unless you copied this from another NSF biosketch, the Synergistic Activities section **must be manually entered.** See the Formatting page following the NIH instructions for how to format this section.

Choose My Bibliography for citations stored on this site, or **ORCID to import citations** from ORCID. If you've added citations to ORCID since creating this biosketch, **click on Refresh the list from ORCID**.

BUILD AN NIH BIOSKETCH

Once all of your edits are complete, you can **create a PDF** for upload to the sponsor's portal.

You can **manually edit** the information in each of these sections.

Unless you copied this from another NIH biosketch, the Personal Statement section **must be manually entered.** See the Formatting page following this page for how to format this section.

See the instructions in the **NSF biosketch section** above for how to **update and select citations.**

Unless you copied this from another NIH biosketch, the Contributions to Science Description **must be manually entered.** See the Formatting page following this page for how to format this section.

Update this section the same way you do the citation sections. See the instructions in the **NSF biosketch section** above for how to **update and select citations.**

FORMATTING TEXT BOXES IN THE BIOSKETCH

NCBI   Resources ☑ How To ☑   kwinseck@   My NCBI   Sign

SciENcv uses "Markdown" syntax which allows you to add simple formatting to your personal statement, if necessary.

We do NOT support HTML tags.

Phrase Emphasis

- *italic*
- **bold**

> This is true of all text boxes, not just the personal statement.

Headers

- # Title = First level header
- ## Title = Second level header
- ### Title = Third level header

Lists (lists can be nested)

Ordered, without paragraphs:

- 1. Item1
- 1. Item2

Unordered, with paragraphs:

- * A list item.

With multiple paragraphs.

- * Bar

Manual Line Breaks

End a line with two or more spaces.

"Escaping" formatting characters

If you want to type a formatting character and have it treated as text not formatting, type a backslash first \. This means * gives *, _ gives _ etc.