SciENcv Workspace Tutorial

Science Experts Network Curriculum Vitae (SciENcv) is a 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.

For NIH and NSF, researchers must use SciENcv to create and maintain biographical sketches (aka biosketch) submitted with grant applications and annual reports. Faculty investigators must create their own SciENcv workspace. The following tutorial guides investigators on managing biographical information, research activities, and other details relevant to building a biosketch.

Step 1: Access SciENcv

- Access the SciENcv website at **https://www.ncbi.nlm.nih.gov/sciencv/**

Step 2: Create an Account

- Click on the "Create an Account" button.
- You'll likely be directed to a login page for eRA Commons, the authentication system used by SciENcv.
- If you don't have an eRA Commons account, you must create one by following the on-screen instructions.

Step 3: Explore the Workspace

- Once logged in, you'll be directed to your SciENcv workspace.
- The workspace provides a web-based interface for managing your biographical information, research activities, and other details relevant to creating a biosketch.

Step 4: Building Your SciENcv

- SciENcv offers pre-defined sections for various aspects of your research profile, such as:
  - Personal Information
  - Education and Training
  - Positions and Honors
  - Research Activities (including publications, ongoing research projects, etc.)
  - Products (e.g., software, inventions)
  - Synergistic Activities (e.g., teaching, mentoring, service)
- Each section provides guidance on what information to include and may offer options to import data from external sources like PubMed or Web of Science.

Step 5: Customization and Formatting

- SciENcv allows you to customize the sections you include and the order in which they appear.
- You can also format your SciENcv to meet specific application or institutional guidelines.

Step 6: Saving and Exporting

- Once you've completed your SciENcv, you can save it within your workspace for future editing.
- SciENcv offers various export options, allowing you to download your information in different formats (e.g., PDF) suitable for different application requirements.

Additional Resources

- The SciENcv website provides a comprehensive user guide with detailed instructions on using all functionalities of the workspace: https://www.ncbi.nlm.nih.gov/sciencv/help/
- Consider searching for "[SciENcv getting started]" or "[SciENcv user guide]" on the National Institutes of Health (.gov) website for the latest information and resources.