SciENcv

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SciENcv: Science Experts Network Curriculum Vitae

SciENcv is an electronic system that helps researchers assemble the professional information needed for participation in federally funded research.

It gathers and compiles information on expertise, employment, education and professional accomplishments.

Researchers can use it to create and maintain biosketches that are submitted with grant applications and annual reports.

In this workshop we would like to introduce you to SciENcv, go over some of the reasons that our office encourages you to use SciENcv to develop your biosketch, and then provide a live demonstration on how to use it.

http://www.ncbi.nlm.nih.gov/sciencv/

SciENcv does not require you to create a login to sign in. Instead, SciENcv lets you log in with other accounts that you may have already created. If you select eRA Commons, you will be taken to the NIH sign in webpage.
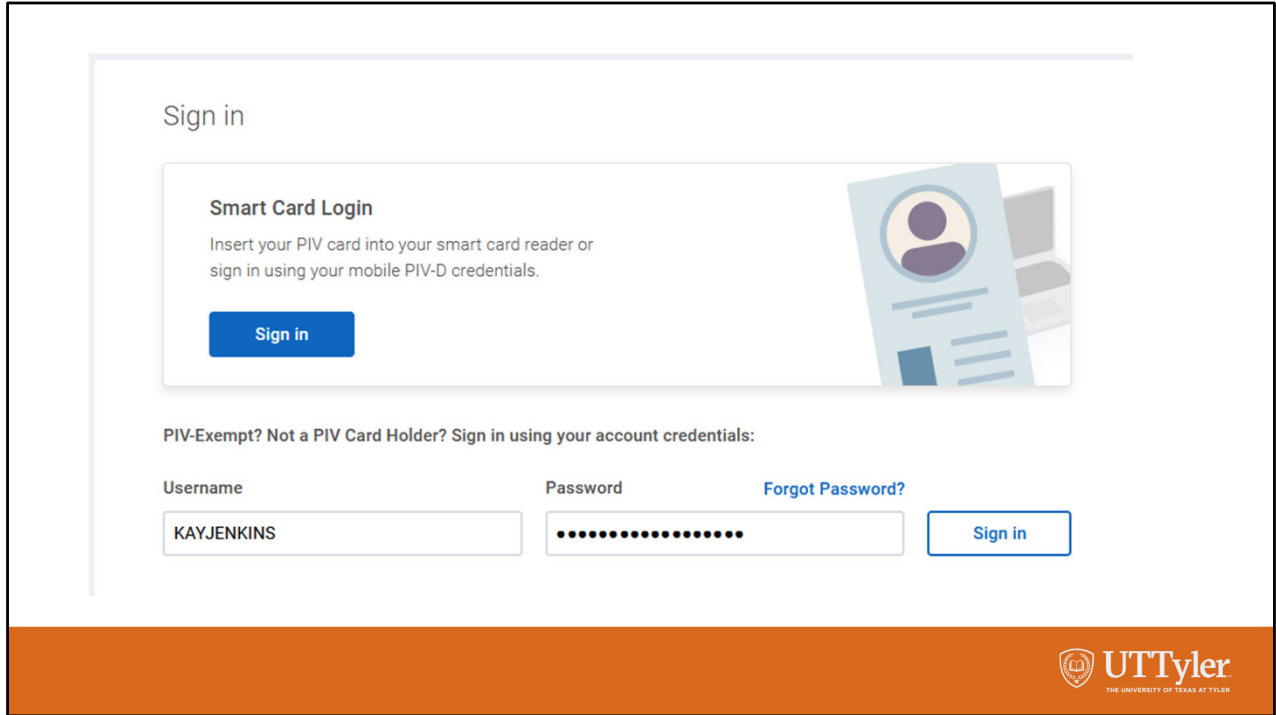
You can then sign in using your eRA Commons login credentials.

Once you login with your eRA Commons sign in, you will be asked to sign in with your NCBI account or create an NCBI account. Those of you who submit proposals to NIH may wish to login using eRA Commons.

One of the other choices for logging in to SciENcv is to select the National Science Foundation box.
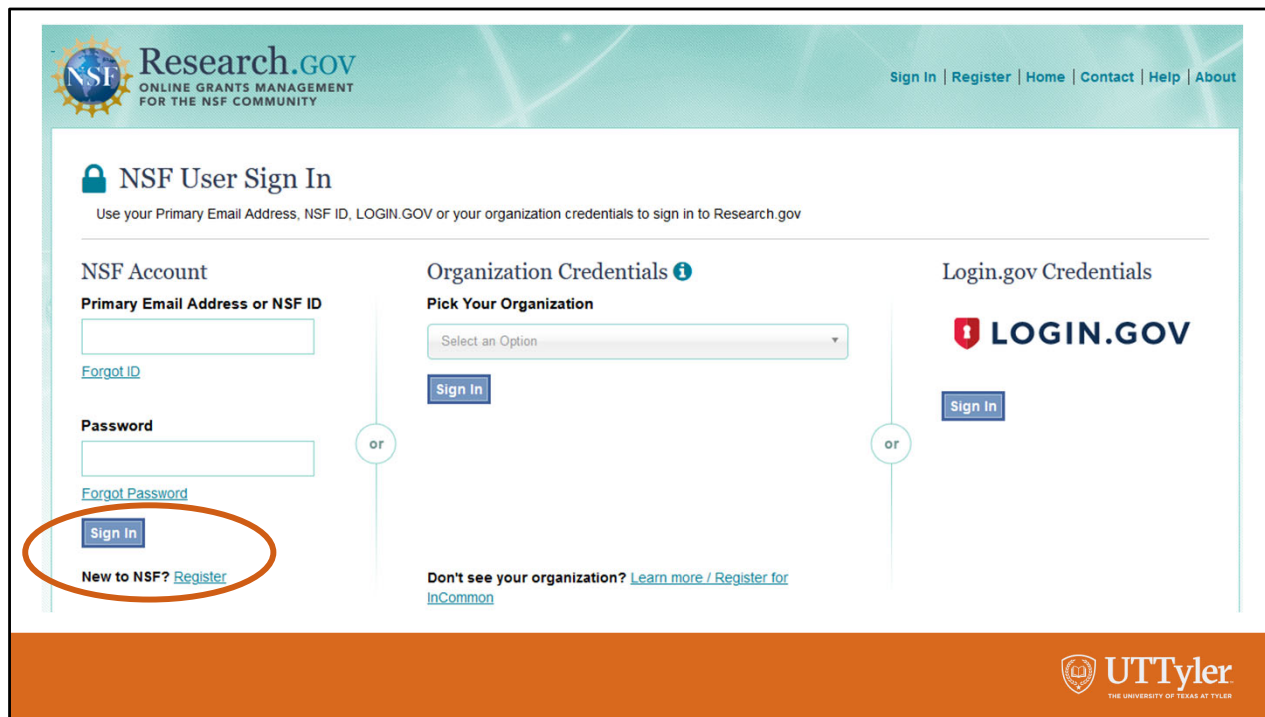
When you select the National Science Foundation you will be taken to the Research.gov website to log in with your NSF account. This is new with SciENcv and when I logged in using the NSF button a few weeks ago, I thought there was a bug in the system, but there is not. After you log in to your NSF account, you can get back to SciENcv to create your biosketch.

If you will be submitting proposals to the National Science Foundation and you don't already have an NSF account, then you should create an NSF account using the Register link in the bottom left corner.

After registering for a new NSF account, you should choose the PI role and request affiliation with The University of Texas at Tyler or The University of Texas Health Science Center at Tyler, depending on which campus you work. Although the main campus and Health Science Center campus are administratively united, they are still separate legal entities when applying for or awarded federal grants.

The University of Texas at Tyler (main campus)
- UEI: L4XJEPDB3QJ9

The University of Texas Health Science Center at Tyler
- UEI: FPCUDWBE7DX2

When trying to affiliate your NSF account with one of our campuses, you will probably be asked for the universal entity identifier. If you already have an NSF account but you were affiliated with another institution, you should log in and request affiliation with UT Tyler or UT Tyler Health Science Center depending on where you work. If you work for the main campus, Carla Reichard, assistant director in our office, will get an email with your request and she can approve your request. Something similar happens at the Health Science Center campus.

There are many other ways that SciENcv lets you sign in. I'm going to talk about ORCiD because it is a very important account for investigators to have.
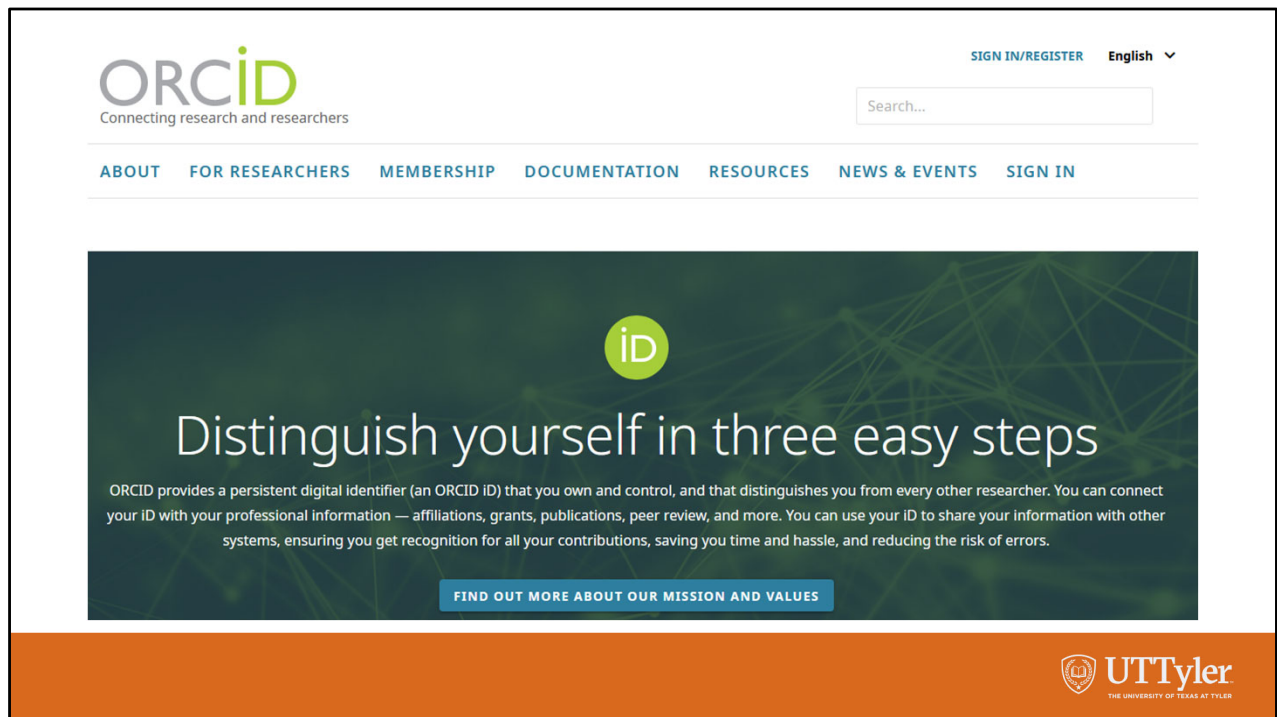
ORCID is a non-profit organization supported by a global community of member organizations, including research institutions, publishers, funders, professional associations, service providers, and other stakeholders in the research ecosystem.

Your ORCID id is a persistent digital identifier that you own and control the rest of your life. It distinguishes you from all other researchers. You can enter your professional information into your account including your publications and then use your iD to share your information with other systems.

As you will see later when we do the live demonstration, when you use SciENcv to create your NSF biographical sketch as you will be required to do starting October 23, 2023, you can only add your relevant products and other significant products by importing them from PubMed or ORCID.

ORCID provides three steps for you to get the most from your ORCID iD. While these steps are important, the most important thing to do for using SciENcv is register and enter your publications. When you get into the SciENcv NSF biosketch format you can manually enter your professional affiliations and education, but you cannot manually enter your publications (products). They must be imported from PubMed or ORCID.

ORCID offers a very user-friendly format for entering your information. For each piece of information you enter, you can choose whether it is visible to everyone, trusted parties, or only yourself. ORCID lets you import your information from other sources or you can manually enter the information as I have done in this example.

The next step is entering your education and qualifications. You can choose to enter the information here and import it into SciENcv or you can manually enter it in SciENcv.

The next steps are entering your professional activities, funding, and works. If you don't enter anything else, you should enter your works unless they are already in PubMed. The reason is because you cannot manually enter your works in SciENcv, you must import them from ORCID or My Bibliography.

In this example I have entered some reports into the works section of ORCID. Notice that the works are visible only to me as shown. In order to get these works to import into SciENcv I need to change the visibility status to "Everyone" using the dropdown arrow.

Now that I have my name and some works entered into ORCID, I'm ready to create an NSF biographical sketch using SciENcv. It doesn't matter how I log in to SciENcv, I can still import my works from ORCID by linking to my ORCID iD in SciENcv.

In this example I logged in using my National Science Foundation login. Since I have not setup my user profile in SciENcv, it is reminding me that I can do that now by clicking on the edit link inside the box.

I clicked on "edit" and started filling in my user profile. Notice that I can add my ORCID iD and my NSF ID to my profile.

Now my user profile is completed and my ORCID iD and NSF ID are in the profile. Now I can either Create a New Document or Edit one of my existing documents in SciENcv. As shown here, my existing documents are "IES Biosketch" and "NSF biosketch test" and they are available for me to edit and create a new biosketch. But, I'm going to choose to create a new document instead.

The Create a New Document page opens and the first thing I must do is provide a name for the document. Then I will select the format of the document that I want to create and select whether I want to start with a blank document, edit an existing document, or choose an external source to import data from. Finally, I can choose whether the biosketch will be visible to others.

Because I want to create an NSF biographical sketch, I have named my document NSF Biosketch Demonstration and selected the NSF Biographical Sketch for my format.

This is when I see that SciENcv has gone through an update process, and they are telling me it is new and improved!

It looks friendly enough. When I click on the Add Professional Preparation, it opens a dialog box in which I can manually add my information. When I finish entering my professional preparation, I can move on to the Appointments and Positions section and manually enter those as well.

However, in the Products section I cannot manually add publications etc. When I click on "select related products", a new box opens, asking me to choose My Bibliography or ORCID. I chose ORCID and "Refresh from ORCID" and a popup message says that my ORCID citations have been successfully uploaded. My works in ORCID must be visible to everyone before they can be imported into SciENcv.

My works have been uploaded into SciEncv and I can edit the authors in SciENcv, but I cannot make any other edits to the products once they are in SciENcv. I can select the imported works that I want to include in my biosketch by clicking on the boxes to the left of the individual publications.

I can import the same works into the Other Significant Products section. However, I can't select the same works for my biosketch for both the Products Most Closely Related to the Proposed Project section and the Other Significant Products section.

The synergistic activities section allows you to manually fill in your activities and order them as you wish.

Certification

VIEW DRAFT   ⬇ DOWNLOAD PDF

When the individual signs the certification on behalf of themselves, they are certifying that the information is current, accurate, and complete. This includes, but is not limited to, information related to domestic and foreign appointments and positions. Misrepresentations and/or omissions may be subject to prosecution and liability pursuant to, but not limited to, 18 U.S.C. §§287, 1001, 1031 and 31 U.S.C. §§3729-3733 and 3802.

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THE UNIVERSITY OF TEXAS AT TYLER

The last step is to certify your biographical sketch. You can then download the PDF file. We can choose "View Draft" to see what has successfully uploaded into SciENcv. The fact that the "Download PDF" button is greyed out, I know that I have left out some required information.
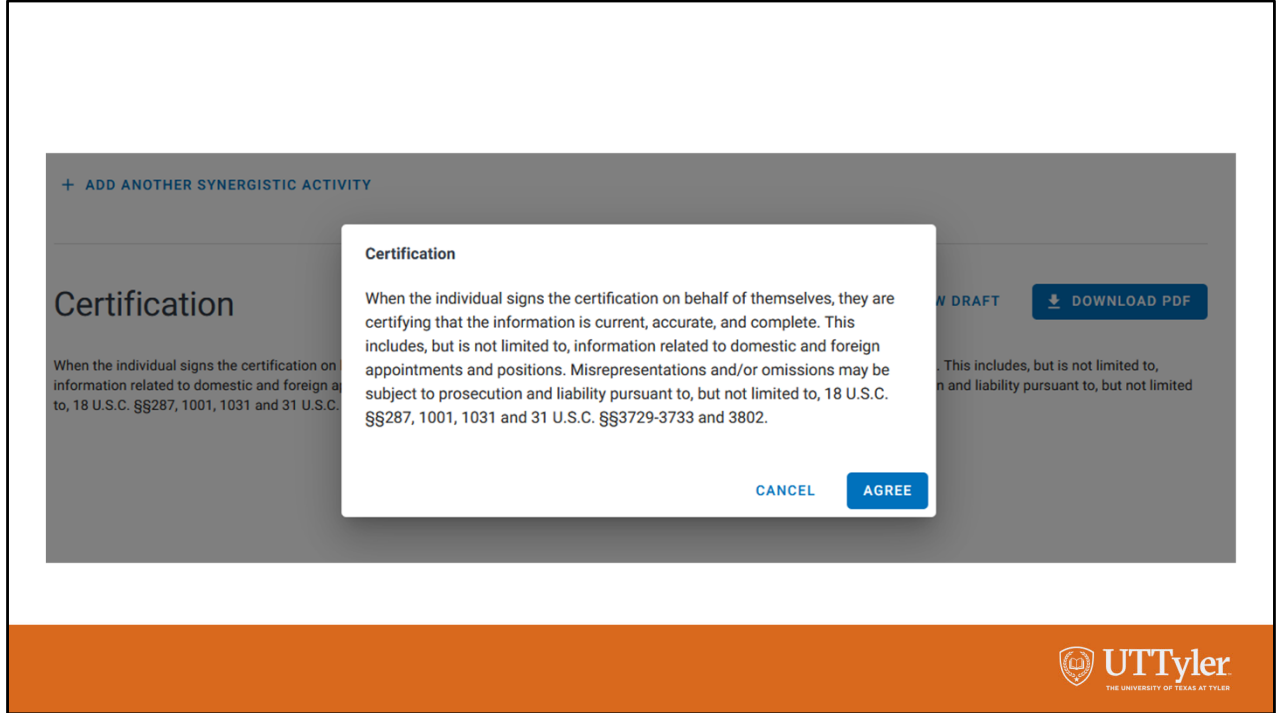
Once I fill in any required information that I may have missed, the "Download PDF" button becomes active. When I click on it, I must agree to the certification statement before the PDF document will download. There must be no errors in your SciENcv in order for this certification box to come up.

IDENTIFYING INFORMATION:

NAME: Jenkins, Kay Vivienne

ORCID iD: https://orcid.org/0009-0006-2544-4355

POSITION TITLE: Grants & Contracts Specialist

PRIMARY ORGANIZATION AND LOCATION: The University of Texas at Tyler, Tyler, Texas, United States

Professional Preparation:

ORGANIZATION AND LOCATION	DEGREE (if applicable)	RECEIPT DATE	FIELD OF STUDY
Texas A&M University – Corpus Christi, Corpus Christi, Texas, United States	M.S.	12/2000	Environmental Science
Stephen F. Austin State University, Nacogdoches, Texas, US	M.S.	12/1983	Forestry
Stephen F. Austin State University, Nacogdoches, Texas, United States	B.S.	05/1978	Forestry
Stephen F. Austin State University, Nacogdoches, Texas, US	B.S.	05/1978	Forestry

Appointments and Positions

2018 - present   Grants & Contracts Specialist, The University of Texas at Tyler, Tyler, Texas, United States

2023 - present   Extension Instructor - Grant Writing, University of Texas at Tyler, Literature and Languages, Tyler, Texas, United States

UTTyler
THE UNIVERSITY OF TEXAS AT TYLER

The pdf you download ends up looking just like an NSF biosketch we created by hand before SciENcv.

In this screenshot you can see two bugs that have not been cleaned up yet in the SciENcv NSF biographical sketch format. It did not bring in my graduate certificate that I earned in 2018 even though it is entered in ORCID. It also brought in my B.S. in Forestry twice even though I only entered it once in ORCID. If I had caught the second entry for my B.S. before certifying the biosketch, I could have deleted the second entry before certifying.

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Products

Products Most Closely Related to the Proposed Project

1. Daingerfield State Park Natural Resources Management Plan. US; 2016 May.
2. Eisenhower State Park Fire Management Plan. US; 2013 January.
3. Arroyo Colorado Habitat Restoration Plan. US; 2006 January.

Other Significant Products, Whether or Not Related to the Proposed Project

1. Current Status and Historical Trends of Selected Estuarine and Coastal Habitats in the Corpus Christi Bay National Estuary Program Study Area. 1998 01.
2. Baseline Evaluation of the Natural Resources of Mustang Island State Park, Nueces County, Texas. US; 1997 May.

Synergistic Activities

1. Project lead for NPSOT monarch way stations at the Hill County Safety Rest Areas on IH 35.

Certification:

When the individual signs the certification on behalf of themselves, they are certifying that the information is current, accurate, and complete. This includes, but is not limited to, information related to domestic and foreign appointments and positions. Misrepresentations and/or omissions may be subject to prosecution and liability pursuant to, but not limited to, 18 U.S.C. §§ 287, 1001, 1031 and 31

Certified by Jenkins, Kay Vivienne in SciENcv on 2023-09-28 13:20:15

The certification at the end of the pdf document lets NSF know that you certified that everything in your biosketch is accurate. The NSF biosketch format only allows you to download your completed biosketch in pdf format and no edits can be made to the downloaded document. If anything needs correcting, you have to go back into SciENcv to correct it and download a corrected version, possibly with a new document name.

The NIH biosketch format requires more manual entry while in SciENcv for the Personal Statement section and the Contributions section. However, you can download the NIH biosketch as a Word or pdf document because you are not required to certify your biosketch submitted to NIH. If you download it as a Word document, you can still make some edits in the document after it is downloaded.
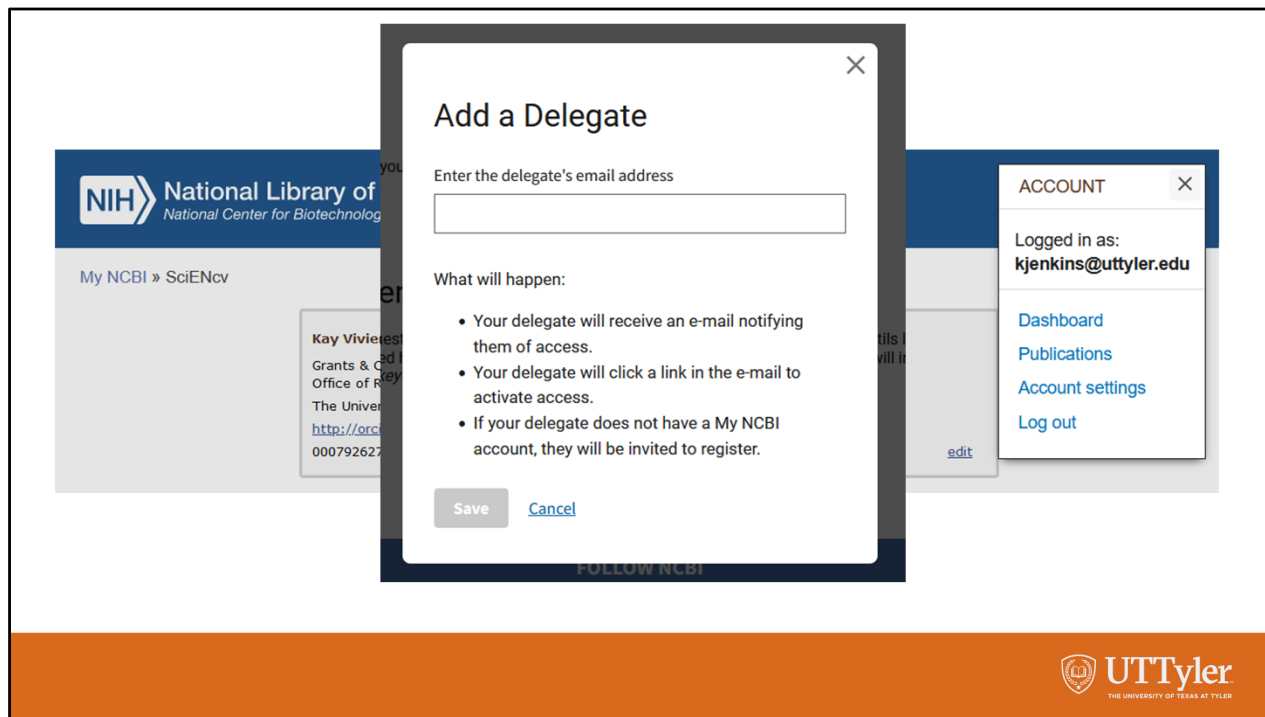
You can assign delegates to edit your biosketch in SciENcv by choosing Account Settings and then selecting Add a Delegate. This will allow others to make small edits to your biosketch in SciENcv if needed.

We hope this workshop has been helpful. Please contact staff in the Office of Research, Scholarship, and Sponsored Programs at either campus for assistance.