**ScienCV2**

0:00  
OK, I'm going to go ahead and get us started.

0:02  
My name is Amanda Carr and I work with the professional development team at the Division of Research.

0:08  
Just a couple of housekeeping things.

0:10  
We are recording today's session, so we'll post a link to the recording in the next couple of weeks on the website and I will be monitoring the chat, so feel free to put any comments or questions there.

0:23  
And then with that, I'd like to pass it off to Kim Duncan.

0:26  
Kim is a proposal manager on the Strategic Proposal Development Services team here at the Division of Research and she is going to be giving us an introduction to science CV.

0:38  
Hey everybody, it's nice to see you today.

0:41  
As Amanda said, I am a proposal manager in the Strategic Proposal Development Service.

0:45  
I'm going to be giving you a little bit of an overview of Science CV today.

0:50  
The the presentation was originally going to be another person, Gabriel Tripp, and I.

0:57  
Unfortunately Gabriel is unexpectedly out of the office, so it will just be me.

1:01  
I apologize if I stumble over any of the first part of the presentation.

1:05  
That was the part she was going to take care of, so please bear with me Get started Presentation Overview.

1:14  
Some of the things we're going to go over today are the goals of the presentation and overview of Science CV.

1:21  
We're going to give you some resources that are available and in those resources I'll give you links in the chat.

1:28  
We're going to go over FYI and some known issues and then we're going to open it up the conversation to see if anybody has any input, any any questions or wants to add anything to the conversation.

1:42  
The goals of the presentation are to provide an overview of Science CV.

1:46  
I'm sure most of you are familiar with it.

1:48  
It's not a new tool, but it is fairly new for this NSF requirement which is going into effect on Monday, October 23rd.

1:58  
The second goal is to leverage the collective knowledge and share resources.

2:02  
We know that everybody here has a lot of experience with dealing with these types of things and we like to share.

2:08  
We don't want it to just be me standing here talking to you and you all just listening, so feel free to add questions.

2:14  
If you have any questions or any comments, throw those in the chat.

2:18  
I'm happy to answer any questions throughout the presentation.

2:25  
This is a present, a collaborative presentation.

2:27  
So as I said, go ahead and use the chat.

2:30  
We'll have a group conversation at the end so that we can all talk about Science CV.

2:37  
Basic overview What is Science CV?

2:40  
Science CV is a researcher profile that allows investigators to create bio sketches and current and pending and other support in a collaborative manner.

2:50  
It is initiated by NCBI, which is part of the National Institutes of Health and is a new tool that is going to be very useful.

3:04  
Here's just a screenshot of what it looks like you can see on the left.

3:08  
The arrow indicates that delegated bibliography.

3:14  
This is actually a screenshot of someone else who I had delegated to them, given them delegate access to my bibliography as well as over down on the right you can see the Science CV, Biosketch, and current pending support.

3:31  
Why are we using Science CV?

3:34  
It's to be able to use a shared research environment among national funders, specifically the FDP and the National security Presidential Memorandum 33 launched these efforts.

3:47  
We want to have a single source where we can manage these these tools or single tool, pardon me to manage these resources such as by sketches and current pitting support.

3:59  
That way we can have everything in one place and be consistent across different funders.

4:08  
In other words, the goal is to make these documents more similar across the vending agencies.

4:13  
There are three positive outcomes of this process.

4:16  
It's to reduce the administrative burden, leverage data and track the impact.

4:26  
The key deadline that we want you to recognize is that this coming Monday, October 23rd, NSF is going to require investigators to use Science CV is for anything that is due on or after that date.

4:39  
So after that date, if you have any NSF proposals, you must use Science CV.

4:44  
They will not accept any other type of bio, sketches or current pending support.

4:52  
How does this affect you?

4:54  
If you're working on an NSF proposal, you'll need to collect these documents and have reached or certified them in Science CV.

5:01  
That is something that's new with Science.

5:02  
CV is the certification they the investigators are required to certify that the information is accurate.

5:12  
It does run into an issue with delegate access.

5:16  
If you've if an investigator has delegated access to someone and then they make changes to it once it's been certified, you would have to go back and recertify it if you make changes.

5:30  
Other funders may also start to use this tool in the near future.

5:38  
Who can update materials in science CV?

5:40  
Well, the investigators obviously can update their own material materials, but they can assign delegate access.

5:46  
As I mentioned, even with delegate access, every investigator will need to certify their bio, sketches and Scrum pending or accurate.

5:54  
As I already mentioned, the delegate access is actually really interesting, and it's a useful feature or useful tool to allow research administration staff to update investigator documents for them.

6:10  
Again with the delegate access, if they make any changes and the documents already been certified, the investigator will have to go back and recertify that document.

6:19  
Whether they make the changes themselves or whether a delegate makes those changes, What is access?

6:29  
It allows you to update bio, sketch, and current pending support for an investigator.

6:33  
How do you get access?

6:34  
You need to ask the investigator to give you delegate access.

6:37  
They need to log into their NCBINCBI account.

6:41  
They would click on their account name in the upper right hand corner and click account settings.

6:46  
Scroll to the delegate box and select Add a delegate and then they just need to add your e-mail address.

6:54  
There will be an e-mail where you have to access accept delegate status within 24 hours.

6:59  
We did learn that one the hard way that once that e-mail is sent out, it does expire after 24 hours.

7:06  
So if you don't want to annoy your investigators, be sure and accept the delegate access.

7:12  
Otherwise they have to go in and do it again.

7:18  
And here's just another example, another screen of the delegate access where I've given access to my bibliography to another individual.

7:27  
I'm going to do a little demo of how to use Science CV.

7:35  
This is what you're going to see when you log in to NCBI Science CV.

7:40  
Up here at the top is got my account information.

7:43  
I'm currently on the dashboard.

7:46  
These panels are movable so you can arrange it however you like.

7:52  
The example you saw earlier with the bibliography you saw that I was had given delegate access to another individual.

8:00  
Here it shows where who I am delegated to view so I can see Katie Rieger's bibliography.

8:06  
I have delegate access to hers so if I need to make any changes to that for her, I can go on and do so.

8:14  
I'm going to give you an show you how to do the delegate access.

8:17  
I'm going to go into Account settings and this is what the investigators would need to do to show you delegate and to give you delegate access.

8:26  
So go into account settings, Scroll down to the bottom to Delegates and then just click Add delegate and it's really simple.

8:34  
You just enter that e-mail address, the delegate will receive an e-mail notifying them that they've been given delegate access.

8:42  
And again, they must accept that within 24 hours.

8:51  
I'm going to do show you the the Science CV if you prefer bio sketches and current pending support.

8:59  
Again, you can see that I've been delegated to Katie Rieger's CV.

9:04  
If I click Manage Science CV, that takes me into the bio sketches and current pending support.

9:11  
Here, I can create a new document.

9:13  
Let's say that I want to create a new NSF bio sketch.

9:30  
If it'll go, sorry, I'm clicking on it, but it's not going anywhere.

9:34  
All right.

9:36  
I'm having a little bit of technical difficulty.

9:38  
I apologize.

9:40  
Let's look, Let's see.

9:41  
Let me click off of it and see if it'll all right.

9:48  
Well, as well.

9:49  
You know, with all new tools, we do have glitches.

9:51  
And I apologize.

9:52  
It's not letting me create a new document.

9:54  
Oh, there we go.

9:55  
Sorry it took a long time.

9:58  
Just little name in here.

9:59  
Demo will say that I'm going to create an NSF biographical sketch.

10:04  
I can start with a blank document.

10:06  
I can start with an existing document, one of the test ones that I already have, and have it fill that information for me.

10:12  
Or I can use an external source such as Orchid, ID or Orchid.

10:19  
I apologize.

10:20  
So let's just say I'm going to start with a blank document.

10:22  
I would click Create and it goes in and gives me starts my biographic sketch.

10:31  
First section fill in is identifying information, organization and location.

10:35  
It's going to require your name, position, title, etcetera.

10:38  
Just the usual information.

10:41  
Not going to go in and bore you and and enter all this information as I do it, but just give me an example of what you'll they would see, add professional preparation.

10:51  
You would add that information in here just like that.

10:54  
You can you can save it, or you can save and add another entry if you have multiple ones to put there.

11:01  
Same thing with appointments and positions, just enter that information.

11:04  
It's really simple.

11:09  
Products most closely related to the proposed project you can select from my bibliography.

11:15  
These are things that I have in my bibliography right now and then that way you can select whichever ones you want to use or not use one product, save, continue synergistic activities.

11:28  
Same thing, just enter those items there and you can view a draft or you can download the PDF.

11:37  
I cannot download the PDF on the current one because it's just a sample.

11:42  
Let me because I've not completed all the information, let me go in and oops, wrong button to one where I have all my information and I'll show you where you can actually view that.

12:12  
And so if I open an existing one where I do have it completed and have all the information entered, you can see that the download PDF button is now blue.

12:24  
This is where you this is where you actually certify it.

12:27  
The investigator would go in and click download PDF and it gives you the pop up here where it asks to certify.

12:35  
It's that simple.

12:36  
All they have to do is click that and then click the blue certify button and they can download the final PDF.

12:45  
I will show you.

12:46  
Current pinning support is just as easy.

12:50  
Oops, it gave me my.

12:51  
It gave me my thing shows down here where it's certified that for that bio sketch.

13:06  
Same thing for current pending support.

13:08  
It's very simple to use.

13:11  
This one's full.

13:12  
It's got all my information in there.

13:14  
Already got my name, my title, etcetera.

13:17  
Proposal, project summary.

13:20  
That's just an example one I can add a project or proposal.

13:24  
This is just like what you're used to with the current PDF version of the current pending support for NSF.

13:32  
You've got all the same information.

13:33  
You can save a single entry or you can save and add another entry.

13:38  
Same thing with the in kind contribution.

13:40  
Just like you're used to on the current form.

13:44  
And as with the bio sketch to to certify you just click Download PDF and then the certification comes up and you just click the blue Certify button.

13:58  
Go back to the presentation now and and show you some re provide some resources.

14:13  
We did create a shared Google Drive folder that has resources in it.

14:18  
I'm going to give you that link in the chat and I also have e-mail addresses for myself and Gabriel.

14:26  
You guys are welcome to e-mail us us if you have any questions or if you have resources you would like added to this shared folder.

14:38  
One of the first resources that we created was an internal FAQ for MU.

14:45  
Many of you may have been on an e-mail where I asked for FAQs.

14:50  
I'm not going to go through the entire list of FAQs and read off the answers to every one of these, but I do want to read the the questions for you just so you know what's available in there.

15:02  
Some of the questions are how do I access Science CV?

15:05  
What date is Science CV mandated for NSF bio, sketches and current pending support that one again is Monday, October 23rd, this coming Monday.

15:15  
And another thing that you can find in the FAQs is how do I add a delegate?

15:21  
How do I access files for which I'm a delegate?

15:24  
Can I be a delegate on multiple accounts?

15:27  
How do I add publications to my bibliography?

15:30  
There are ways to do that.

15:31  
The importing via pub Med, you can add from a file or you can enter those manually.

15:37  
Can you upload an existing Bio sketch into Science CV?

15:41  
Can you create a Bio sketch template?

15:44  
How do I convert an NINIH Bio sketch to an NSF Bio sketch and vice versa?

15:50  
And can you create your own current pending support template?

15:53  
So if any of those questions or questions that you have, you can find those out there in that FAQ, let me give you those links.

16:02  
Now again, that's the MU specific FAQ.

16:08  
I'm also giving a link to using science CVFAQS for NSF and there is also an NCBI Science CV help guide.

16:18  
It does have an NSF specific section.

16:21  
I think this is a really useful resource.

16:23  
It goes through just about all the different options that there are some of the sections that are involved in that that are in in this.

16:34  
It's sort of an all-encompassing it covers accessing science CV, creating science CV bio sketches using the NIH biographical sketch, the NSF biographical sketch, as well as using the NSF current and pending support.

16:48  
It also has IES biographical sketches.

16:51  
So our College of education, I'm sure you'd be interested in that editing and deleting science CV bio sketches, sharing and downloading science CV and adding delegates.

17:04  
So there are many features that are shared in that resource.

17:10  
Another thing that we have in there, I know you're all familiar with the current, current, the current version of the current impending support document.

17:19  
What we've done is given just a one page download of this to use to provide to faculty to investigators so that they can add their current document.

17:31  
Faculty often forget about the one that they're working on their current pending support and they've done all the the current ones and pending ones, but they forget about the doc, the the proposal they're working on right now, they forget to include that.

17:44  
So we've got that as a template where you can just download that and type in the information so and give it to them so that they can just enter it straight from there and it's going to look the same as what they're putting into Science CV, another shared resource.

18:01  
There is a current project CPS template.

18:07  
This document here is very long.

18:09  
It's 29 pages, so I'm not going to go in and read any of that to you, but it's a useful document.

18:14  
It's NSF biographical sketch and current pending support science CV and NSF formats.

18:20  
That's also very useful tool.

18:30  
We've created a micro video.

18:32  
There's some other micro videos that we found out on the Internet that are very useful.

18:37  
I'm going to give you those links as well.

18:41  
The 1st is Science CD, Setting up science CD.

18:44  
It's about a 4 minute video.

18:45  
These are all very short videos, easy to watch and learn from.

18:50  
There's also one in from NCBI integrating with Orchid as well as biographical sketches for NSF.

18:56  
That's the longest one at about 5 1/2 minutes.

18:59  
So again, these are very short, easy to watch micro videos.

19:03  
Science CV is signing the delegate.

19:05  
That one's about one minute.

19:07  
That actually was created here in our office.

19:09  
We hadn't found it, another video that that covered that, so we wanted to have a micro video for that.

19:16  
And then there's the tutorial, a demo recording from the June 2023 NSF Grants Conference.

19:23  
The Science TV demo starts at the 23 minute and 49 second marker, so I provided that link as well.

19:30  
If you go out there, be sure and jump to 2349 so that you'll be in the right place, some items to be aware of, known issues and then we'll have a little bit of conversation jumping back to the CPS, the current pending support, filling this out and sending it to investigators for consistency.

20:00  
Again, a lot of investigators forget about adding their the project that they're current working on, currently working on.

20:09  
Just a reminder that the Science CV delegate access invitation e-mail times out after 24 hours.

20:15  
If you're assigned A delegate to anyone, be sure and accept that so that we don't irritate our investigators and make them have to do duplicate work.

20:25  
Please be aware that Science CV is still new.

20:27  
We run into a lot of errors, some of them are known, some of them are not.

20:32  
So be sure to continue to check for accuracy and completion whenever you're working with Science CV.

20:41  
And now one issue that is a known issue and thank you to Steve Friedman for sharing this with us.

20:47  
With the NSF synergistic activities on the current and pending support, you must copy and paste individually and add a
Each time.

20:55  
If you just copy and paste one big thing, it will combine activities and cause errors.

20:59  
So be sure and do those one at a time And then something else to consider is that final budget number.

21:09  
I know that budgets are often left to not left at the last minute.

21:14  
I shouldn't say that often take a lot of time to complete.

21:18  
We want to be sure to get that final budget number a little bit earlier so that we can add it into the current and pending support for the current proposal that you're submitting.

21:27  
Lots of times that that gets delayed.

21:30  
And since these now have to be certified, you're going to want to get that budget number in sooner and make sure that it matches with research.gov And then that way you can give it to the the investigator or you as a delegate can add it in there and then they can certify or recertify that current pending support.

21:52  
I'd like to open it up to a little bit of a chat.

21:54  
How are you getting investigators to move to science CV?

21:56  
Does anybody have any ideas on that if you've been successful or unsuccessful?

22:03  
One of the things that we've been doing just to help out a little bit is you can see there we have added a signature line to our emails, everyone in in the SPEEDS department, the Strategic Proposal Development Service, we've added that line just as a reminder to everyone and it has links to the, the, the shared resources folder.

22:25  
No questions or comments on that.

22:27  
That's OK.

22:29  
Conversation, Q&A, what knowledge would you like to share or what questions do you have any questions?

22:40  
Steve, it looks like you have a question.

22:41  
Go ahead.

22:43  
Hi Kim, this is, this has been a great real live tutorial.

22:47  
Thanks for doing this.

22:48  
Oh, you're welcome.

22:50  
I just wanted to share an anecdote.

22:53  
Thankfully NSF like 70% of their, you know grant programs are not deadline focus but we're on a sub award with another university and they just needed a basic title change you know for the CNP and I was delegate on one but not delegate on the other which is fine to make the change as a delegate for one.

23:20  
But it's still both situations still require the certification of the Pi and one was it took 24 hours to get one certified and the other one I still kind of had to walk through you know what's going on.

23:35  
So there is that learning curve in in some regards I'm I'm glad they've been starting to use it ahead of the deadline.

23:47  
But I'm just curious if anybody else has any anecdotes like that too.

23:51  
So thank you Steve.

23:57  
Does anybody else have any anecdotes?

24:01  
Looks like we have a question in the chat.

24:02  
Joanne would like us to talk about how to import info into the bio sketch.

24:19  
Let me get back over here to Science TV and I'll just go to this demo one that I started to create or actually, no, I need to create a new one.

24:30  
I apologize.

24:33  
It'll let me create it this time so you can choose your data source and use either an existing document, existing document, so one of these other bio sketches that I've already created.

24:47  
That's one option.

24:50  
Or choose an external source and you can upload from ERA, Commons and orchid and so that's how you up would upload.

25:04  
Let's see as API.

25:05  
I have a quick question.

25:06  
Even if I am strictly NSFPI, do I still need to use NCBI to create Science CV and the new CNP?

25:25  
I don't think I quite understand your question.

25:26  
Do you mind unmuting and and clarifying?

25:31  
Oh, can you create it in research.gov instead?

25:34  
No, you have to use the Science CV, it's not in research.gov NCBI is part of NIH, but the NSF is using this tool, the Science CV tool for all current pinning support and bio sketches.

25:48  
So you're not able to create that in research.gov Any other questions?

26:05  
You're welcome.

26:08  
Hi there.

26:09  
I couldn't find my oh hand raising button.

26:13  
Do you?

26:13  
Is it a completely separate conversation to talk about the ERA Commons and how to get the CV data into there?

26:21  
Is that like a whole nother training session?

26:24  
Maybe you mean so I know there's a way that that they can that faculty can import their like publications they can import, I don't know if it's from my Vita but all their CV information so that when they want to go create a new bio sketch they don't have to type it all in.

26:48  
They just like choose choose different things to plug in existing document option where they can go or shoot.

26:57  
I thought that would let you upload something.

27:06  
I think it's probably an ERA comments what I'm remembering it's been a while.

27:13  
Let's see what it looks like if I click create from ERA comments.

27:15  
Oops, let's give it a name, give O2.

27:22  
Well, I don't have the I'm not connected to ERA comments, so it's not able to find that source.

27:27  
And Joanne, I don't know the best way to answer that question.

27:30  
I apologize.

27:32  
Maybe that's something that I can work on separately if you want to.

27:35  
If you want to e-mail me directly, it's something I can look into further.

27:39  
OK, I'll see if what I can can find.

27:42  
I I know I'm pretty sure this has been years ago ways to import information into ERA comments, but I just haven't had to use it until now.

27:52  
So OK, Thanks.

27:54  
You're welcome.

28:07  
Do you have any other questions, any other anecdotes or just part of the conversation?

28:11  
Happy to talk about anything here.

28:15  
Oh, thank you.

28:17  
It says you must link to an ERA Commons account to use this option, which I didn't do.

28:22  
I don't know what my ERA login is at this time, so I wouldn't be able to do that.

28:30  
But that's that's where that option is.

28:33  
And I don't know if you saw that, Joanne, where it said you must link to an ERA Commons account to use this option.

28:40  
Thank you for pointing that out.

28:44  
Any other thoughts or questions?

28:49  
All right.

28:49  
Well, if we don't have any more questions, I think that's everything that I have for you today.

28:54  
Thank you for joining us.

28:55  
I appreciate you taking the time.

28:58  
You're very welcome.

28:58  
I'm glad you found it helpful.

29:00  
Thanks, Amanda.

29:03  
And of course, as Kim mentioned, feel free to reach out to her, Gabrielle, if you have any specific questions or something comes up in the future.

29:10  
Thank you all for joining us today.