

Quick Start Guide

Create Account

- Start by visiting pivot.proquest.com
- Create an account by clicking **Sign Up** and then **Use Email Address/Create Password**
- Enter your university email account, along with basic personal information, and be sure to choose **University of Missouri—Columbia** as **Affiliated Member Institution**
- If you have created a Pivot account at a previous institution, you should be able to login normally and simply **change** your affiliated institution and email address in your Profile
- Once your account is created and verified, you can create a new **Profile** or **Claim** an existing Profile if one has already been created for you.

***Please note:** If you are new to the institution, there may be a delay while records update. If you do not see a Profile to claim, please try again in a few weeks. While an updated Profile is valuable for automated searches and collaborating with other researchers, it is not essential for normal search functionality*

Search Options

Quick Search

- Use this search function to find funding opportunities **quickly**
- Search terms are automatically connected by Boolean connector **AND** (e.g., “cancer” AND “lung”)
- Can quickly search by **text**, by **sponsor** or by a **keyword** that is attached to the funding opportunity

Advanced Search

- Use this search for developing more **sophisticated searches** that can be **saved** for later use
- Can search for text utilizing a **variety** of search fields and matching options
- Search results can be **limited** by amount, deadline, location, funding type, and more
- Searches can also be set to **exclude** certain texts or limitations

Search by text | Search by sponsor | Search by keyword

Search funding opportunities [View Tutorial](#)

[Advanced Search](#) [Search Tips](#) ⓘ

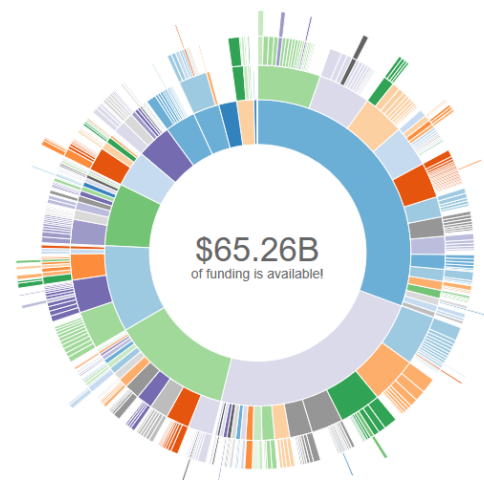
Funding Discovery

To keep pace with growing and evolving research fields, Pivot's expert editors continuously update an authoritative list of keywords that are carefully matched to each Pivot funding opportunity. Enter search terms above or browse by keyword to explore the latest funding opportunities and research trends.

Browse by Keyword

[Take a Tour](#)

This chart is interactive. You can mouseover a section to see the total dollar amount available per keyword. Click a section to view the list of matching opps.



Quick Start Guide Continued

Search Tips

- Begin by searching for specific, technical terms and fields, but don't be surprised if it returns few results. To capture more opportunities to fund your research, broaden your search parameters by using **fewer terms** or **non-technical terms**. Sponsors often do not seek a narrow research focus in their guidelines, but rather look to fund work within a broader discipline
- Unless you are seeking to do research in another state or country, it is usually best to **limit** your search to the state of **Missouri**, and then check **all** of the boxes underneath in order to eliminate opportunities that require the research activity to occur in some place other than Missouri
- Unless you are looking for smaller recognition awards or scholarships, it is wise to set the amount **greater** than \$5000
- If you choose to **limit** the applicant type, always include "**Academic Institution**" along with any other options you select, since most major funding opportunities will consider the University of Missouri to be the actual applicant

Saving Searches

- Once you've discovered a good search, Pivot can be set to **email** you on a **weekly basis** with any new opportunities or changes to opportunities following those search parameters
- To enable this option, simply click **Save Search** near the top-center of your search results screen. You will be given the option to select weekly emails derived from this search at this time
- These **saved searches** can be shared with others, including fellow investigators or department research staff
- It is an indispensable feature to save the hard work done in developing a good search. **Remember**, searching for funding is rarely a "one and done" endeavor, but is often pursued year-round, year after year. It is important to have those past **successful** searches saved for use later, especially since they can be further **refined** as your research evolves

Questions?

Contact Andy Stelling in Sponsored Programs (stellingad@missouri.edu) or 573-882-0290
Training sessions can also be scheduled for your department's faculty and staff