

How to add Grant to your profile

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Researcher On

Co-Principal Investigator 2

Toward Engaging Researchers in Research Identity Data Curation awarded by Institute of Museum and Library Services - (Washington D.C., District of Columbia, United States) 2016 - 2017

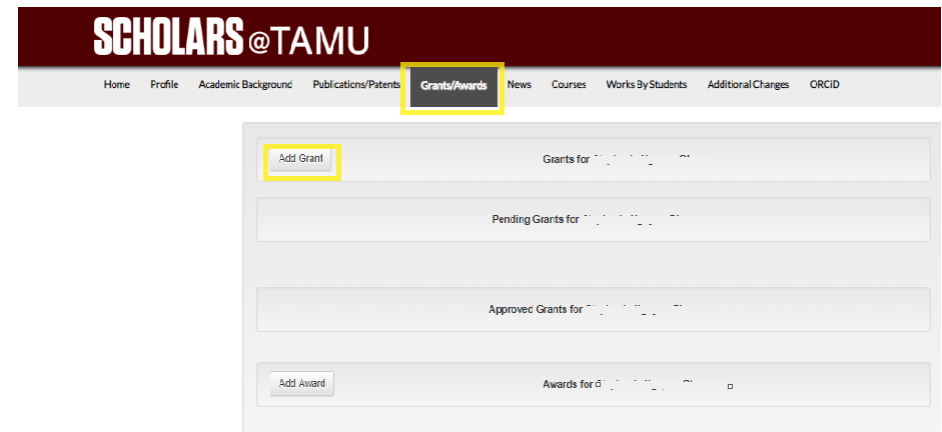
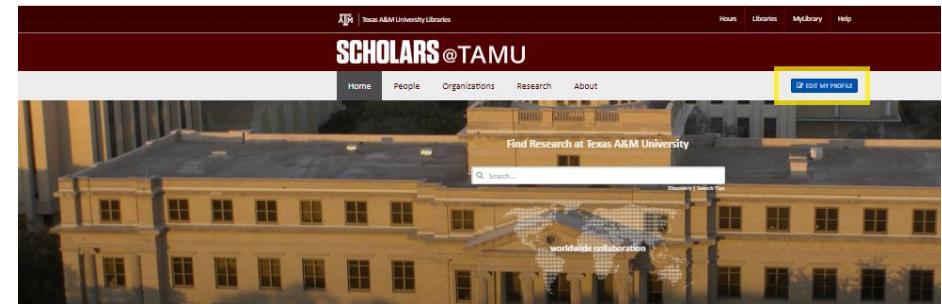
You may add grants to your public profile page (as shown above). To do this, please follow the steps listed below.

SCHOLARS@TAMU

Steps

1. Locate and click the “**EDIT MY PROFILE**” button to the right of the main tabs on the Scholars@TAMU homepage
2. Locate the **Grant/Award tab** in the middle of the Scholars@TAMU main section bar. Click the **Add Grant** button. A dialogue box to add grant data should appear

Screen View



3. Fill out the grant dialogue box

- a. for the **Grant Title** field, please check to see if the grant title may already be entered into the database by typing the grant name preceded by a %. Otherwise, make a new manual entry by typing the exact full grant name.
 - i. *Note: A grant may already be associated with another person who has declared his or her role (e.g when searching for a grant title, you might see something similar to the following format:*

Grant Title (Lastname, Firstname of PI|Lastname, Firstname of Co-PI,..).

Adding a new grant entry with an existing grant title will update this entry in the database.

- b. for the **Awarded By** field, please select your funding organization from the list. Start typing the funding organization name preceded by a %.
- c. for the **Awarded By (Preferred Label)**, if applicable, add the preferred funding organization name for public Scholar's profile display
- d. for the **Start Year** field, enter the starting year of the grant if applicable
- e. for the **End Year** field, enter the ending year of the grant if applicable
- f. for the **Role** field, select your role in the grant from the available options on the drop-down menu

4. When completed with entering required details about the grant entry, click **Add Grant**

Add New Grant

Grant Title: *

Begin typing the exact name of your grant, or use % sign.

Awarded By: *

Begin typing the exact name of the funding agency for your grant, or use % sign (e.g., %Academy of Arts -> American Academy of Arts and Sciences). Select the funding agency from the list.

If the funding agency is not listed, find its parents organization, then add your preferred label (e.g., Nuclear Society, AAAS); otherwise, submit a request in the "Additional Changes" section with your grant data.

Awarded By (Preferred Label):

Add preferred label of the funding agency for your grant. This label will only be used in your grant (in profile view), not for search results.

Start Year:

End Year:

Role: *

Select Grant Role

- Select Grant Role
- Principal Investigator (PI)
- Co-Principal Investigator (Co-PI)
- Collaborator
- Investigator