Create and show your Pure profile on the Pure Portal

A quick user guide

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Version management

Document properties

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History

Version	Date	Contributions	Author(s)
0.9	18-1	Initial set up manual;	Annemiek Teuben
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1. Introduction

This manual shows how your researcher profile can be created in Pure. A researcher profile is an individual internet profile that provides a user friendly and efficient way of showcasing your work.

Having a researcher profile:

- Showcases your work to the world
- Manages your publications list
- Helps to be identified by potential collaborators
- Helps to avoid misidentification
- Enables your research output to be attributed to the EUR
- Enhances your EUR researcher profile page by including a link to other profiles

A researcher profile is dynamically built within the Pure Portal (https://pure.eur.nl) with data from pure.

The Pure portal contains researcher profiles from all EUR faculties.

1. General

1.1 Logging in

You can log into Pure with your ERNA-id. To log into Pure, go to https://pure.eur.nl/admin (Figure 1).

The browsers Google Chrome, Edge and Firefox are supported.

The first time you login you will be directed to the screen below, because of the SURFconext login procedure. Click proceed to Pure Research Information System. After proceeding, this screen will not appear the next time you login.
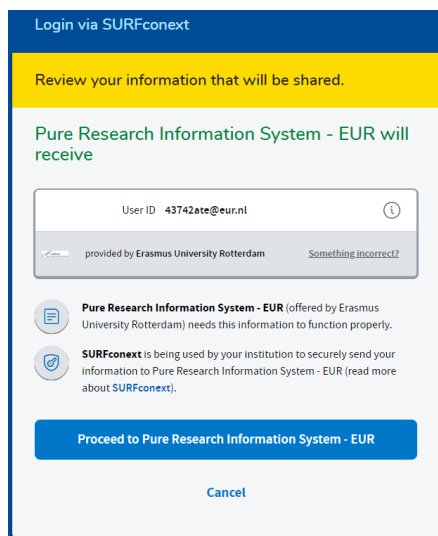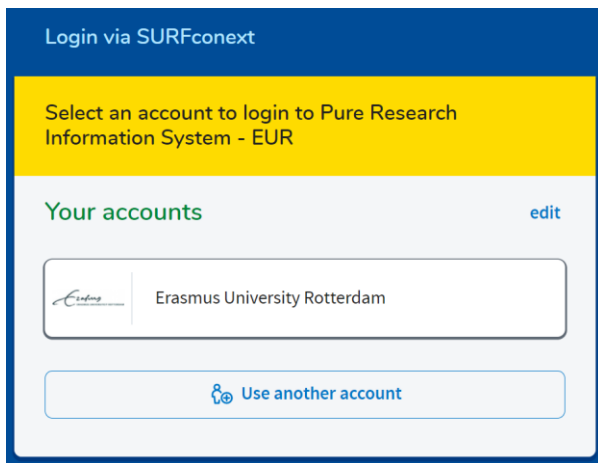
Figure 1: Log in of pure

- Type in the correct URL for logging into Pure within the opened browser (https://pure.eur.nl/admin)
- You will be directed to the SURF Conext screen again.
- Login by using your network account and your network password.

Finally, if this instruction will not work for you, please try another browser which has not been used for signal sign on (SSO) today.

1.2 Dashboard

After successfully logging in, you will see the following page:
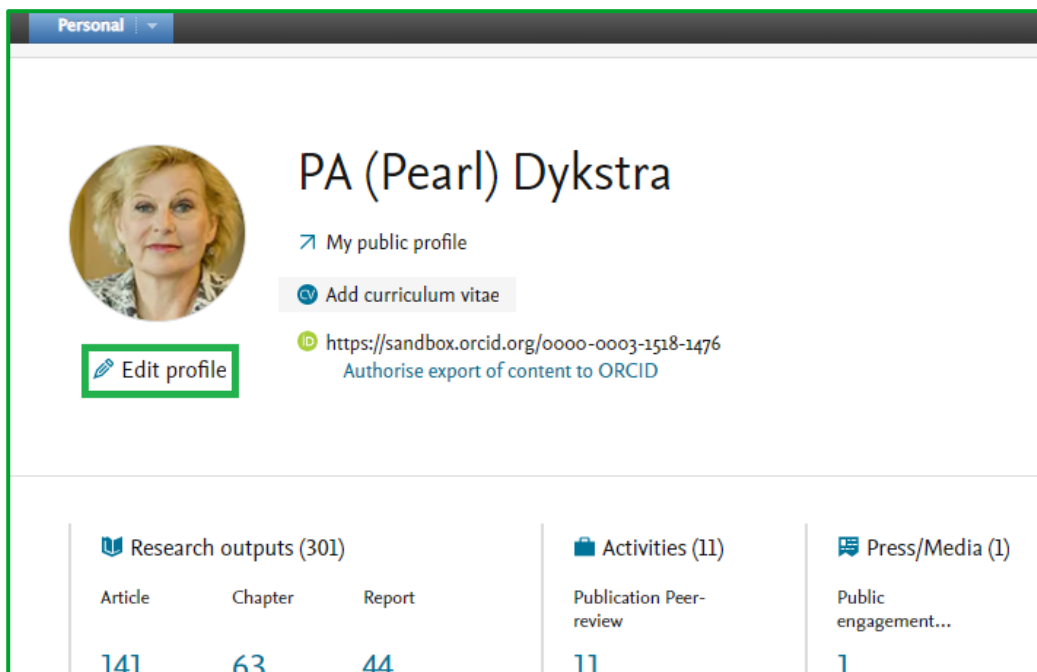

Figure 2: Individual dashboard in Pure

By clicking the 'Edit profile' button you are able to adjust your profile information, which will be directly visible on the Pure Portal.

2. Pure Portal

In the section that follows we show you the profile of an EUR researcher on the Pure portal.

2.1 A researcher's profile on the Pure Portal

The URL https://pure.eur.nl gives you access to the Pure Portal, and to all EUR researcher's profiles. Figure 3 shows an overview of a researcher's profile on the Pure Portal.
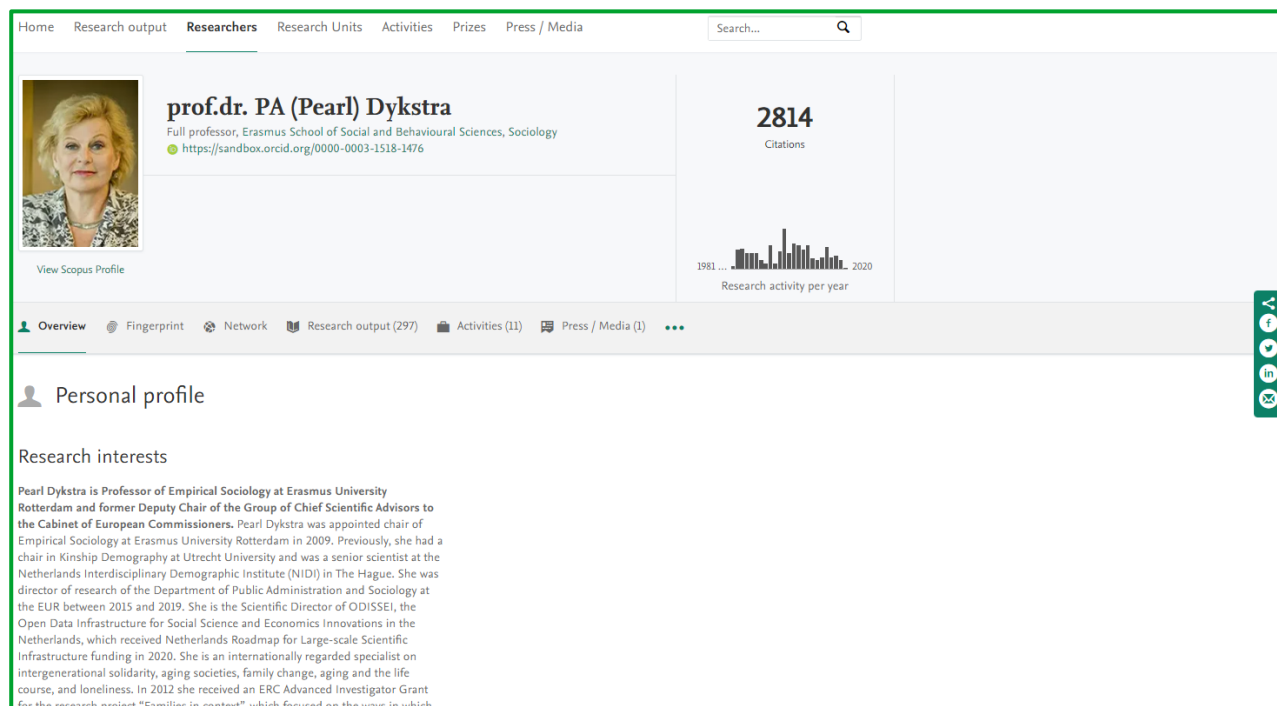

Figure 3: Overview of a researcher's Profile on the Pure Portal.

2.2 Changing your Pure Portal profile

The researcher can adjust his or her profile information via the back end of Pure. To adjust this the profile information, click on the *Edit Profile* button shown in figure 2. The following items can be modified by the researcher and will be directly visible on the Portal:

Profile Photo

To add a picture to your Pure Portal profile follow the next steps:

. Edit Profile (see figure 2)/ Metadata
. Add Photo
. Upload a photo

Important: This is not your People Page profile photo, only your Pure Portal profile photo.

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ORCID ID

To add an existing ORCID ID follow the next steps:

- Edit Profile / Metadata
- Add existing ORCID

If you don't have an ORCID yet, you will be able to create one quite easy on the ORCID website.

Social media (Linkedin, twitter etc) and other links (People pages, External CV etc)

To increase your findability Elsevier recommends adding as many links as possible. This also applies to adding the link to the People Pages for the faculties of Woudestein. The available fields are web address URL, description, and link type (for example Facebook or Linkedin). It is also possible to refer to a CV placed on an external website by adding the URL.
Add links to your profile by:

- Edit Profile / Metadata /Links
- Add link
- Select the Link Type (for example LinkedIn, Research gate, Twitter, External CV etc)

Figure 4: Links referring to different internet pages.

Linking to the People pages

Add your researcher profile on the EUR website to your Pure portal by:

- Edit Profile/Metadata/Links
- Add link
- Add the URL of your researcher profile (people pages) (see figure 5)
- Add the link type People pages
- Update

Figure 5: Link information of a researcher related to the People pages.

Profile information

These are called Research Interest in Pure. A researcher can have multiple Research Interests. The text can be used with mark up (bold text, url's, etc). The first Research Interest is the one that is shown on the People Page. This one has been imported (once) from the old People Pages and can be changed in Pure.

Important: The first Research interest is also displayed on your People Page, multiple research interests are only supported on the Pure Portal and not on your People Page.

- Click on *Edit profile (see figure 2)* and add or edit your research interest after selecting *Metadata* (see figure 6).

Figure 6: Personal information in Pure about research interests and affiliations.

Fingerprints

Fingerprints of researchers are key words that characterize the scientific documents the researcher has written. The fingerprint is based on mining the English texts of the scientific documents related to the associated person. An English title and abstract are mandatory to create fingerprints.

The fingerprints can be turned off on the Person itself and on the Publication itself. This means that they are not visible on the Portal. This can be done by clicking on the red cross. A deleted fingerprint is not completely gone, because it is still listed in the back end under 'omitted concepts' so that they can also be retrieved (see figure 7). Adding fingerprints manually is not possible.
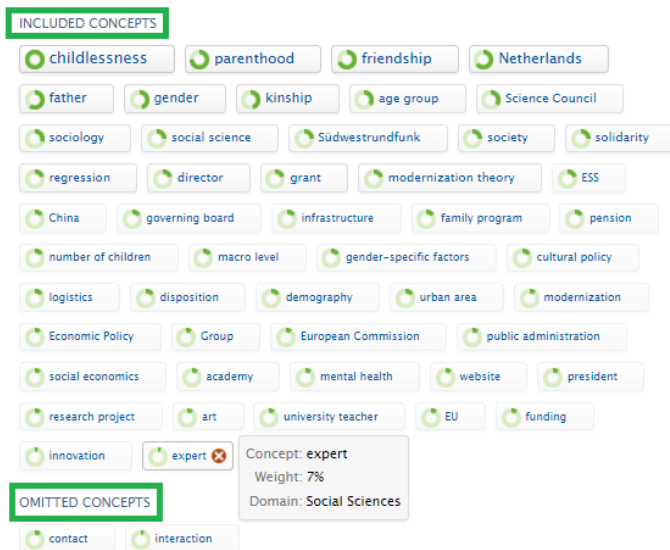

Figure 7: Deleted fingerprints are shown under 'omitted concepts' and can be retrieved.

Highlighted content

Validated Research Output is displayed on a researcher's profile page in chronological order, newest at the top. Highlighted content is publications that appear at the top within the Research output of the overview, followed by the regular chronological order. The same applies to activities.

Add or change highlighted publications or activities by:
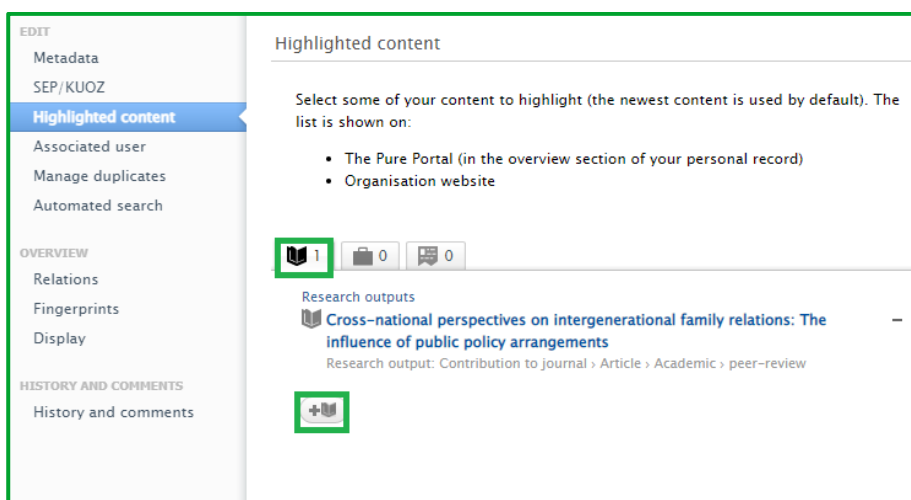
. Edit profile
. Highlighted content

Figure 8: Add Highlighted (validated) research output or other content in the backend of Pure.

Figure 9: Highlighted research output visible within the researcher's profile (Overview/research output).

2.3 Information on the portal which cannot be changed by the researcher

Affiliation, Job title and title

Pure will be fed with HR information. Therefore, it is not possible to change this information in Pure. Send an email to your HR support team to submit your request for change.

Publishing name

The publishing name will be used in formatting the author's name of manually created publications (by using the template), It's not possible to change your publishing name.

The publishing name normally shows your maiden's name. If you are used to publish with your family name, you will not be able to change that name in Pure. But in that case, you can change your author's name within your publication. If you do have any questions regarding to this information, please send an email to your faculty key user.

Known as name

The presentation of your name and title on the Pure Portal are derived from HR. Therefore, it is not possible to change this information in Pure. Send an email to your HR support team to submit a request for change.
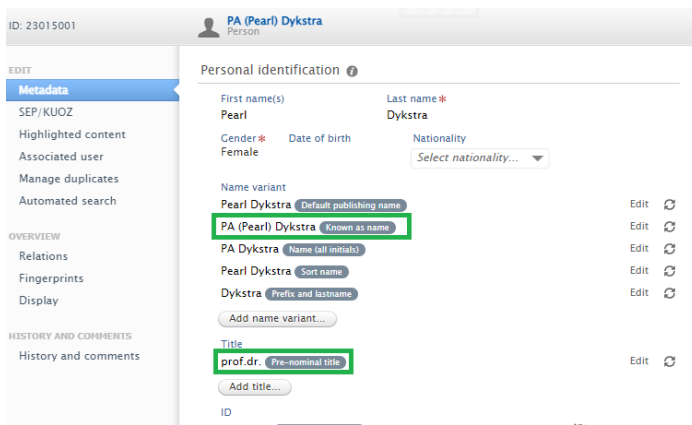
Figure 10: Name variants and the known as name presented on the Pure Portal

Publications

Validated publications will be shown on the Pure portal (See figure 11). So, if a publication does not appear on the portal. please contact your <u>faculty key user</u>. Maybe your result has not been validated yet.

Figure 11: Publications with the workflow status validated will be shown on the Pure portal.

If you discover an error within a publication shown on the portal, write a comment to your faculty key user, by using the *History and Comments* option in Pure (see figure 12).

Figure 12: History and comments to disclaim content or to make a comment on your content.
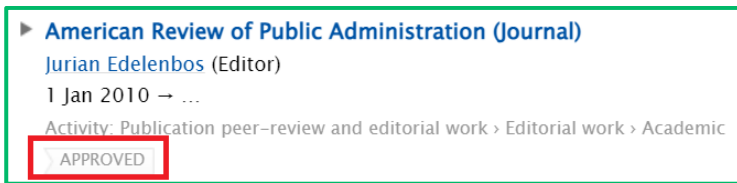
Citations

The Pure portal will show the number of Scopus citations. These citations are comparable with the number of citations found in your Scopus profile. But a difference may exist caused by the moment the synchronisation with Scopus data took place. Normally, these data are synchronized within Pure on a daily basis.

Figure 13: Number of Scopus Citations of a researcher.

Activities, Awards (prizes) and Press/Media

Activities, awards, and press/media output will only be shown after approving by the faculty key user (see figure 14).
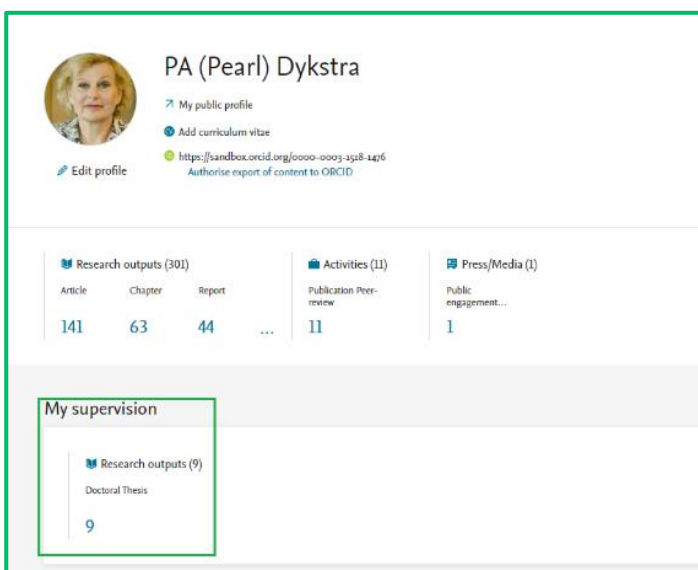

Figure 14: Activities, Prizes and Press/Media with the workflow status approved will be shown on the Pure portal.

If you recognize an error, please use the history and comments option within the specific content type (see figure 12).

PhD List

Within your PhD list the dissertations will be shown from PhD projects in which you had a supervisor role (figure 15 and 16).

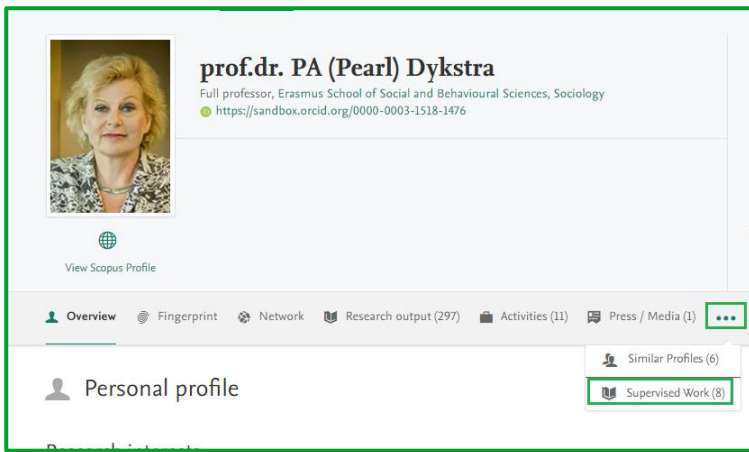*Figure 15: PhD projects with a supervisor role.*

Figure 16: Supervised Work visible behind the dots.

Curriculum Vitae

It is possible to set up a public and a private CV in the backend of pure. Your public CV will be displayed on the Pure Portal.

This can be managed by clicking the 'Add curriculum vitae'[1] button on the right of the photo (see figure 8) or by clicking the + and select Curriculum Vitae (see figure 17).
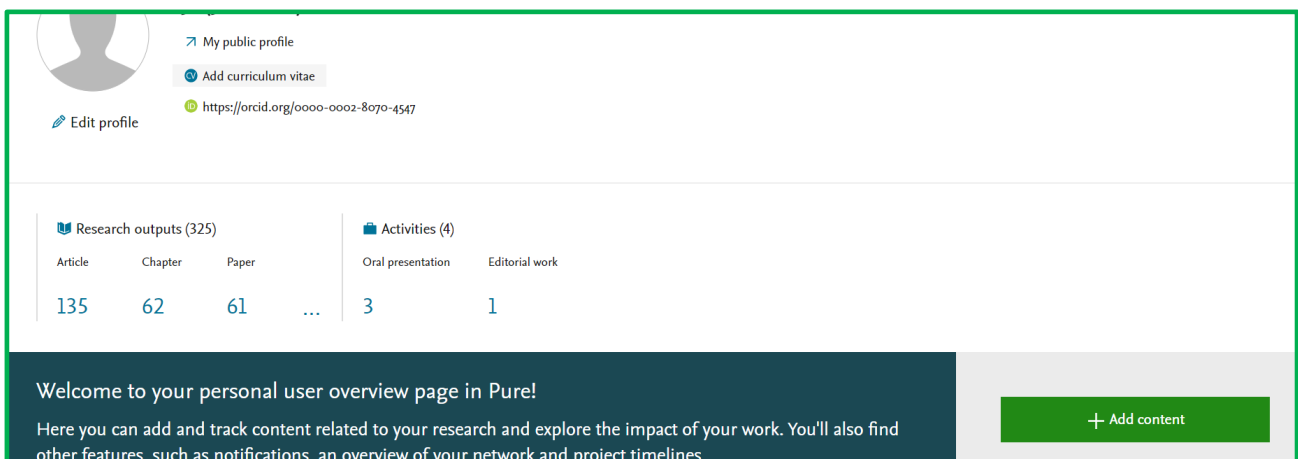

Figure 17: Add your curriculum vitae (CV)

Pure will open a pop up where you can choose which one you would like to set up (see figure 18).

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[1] If there is already a CV, then it shows 'Curricula vitae'.
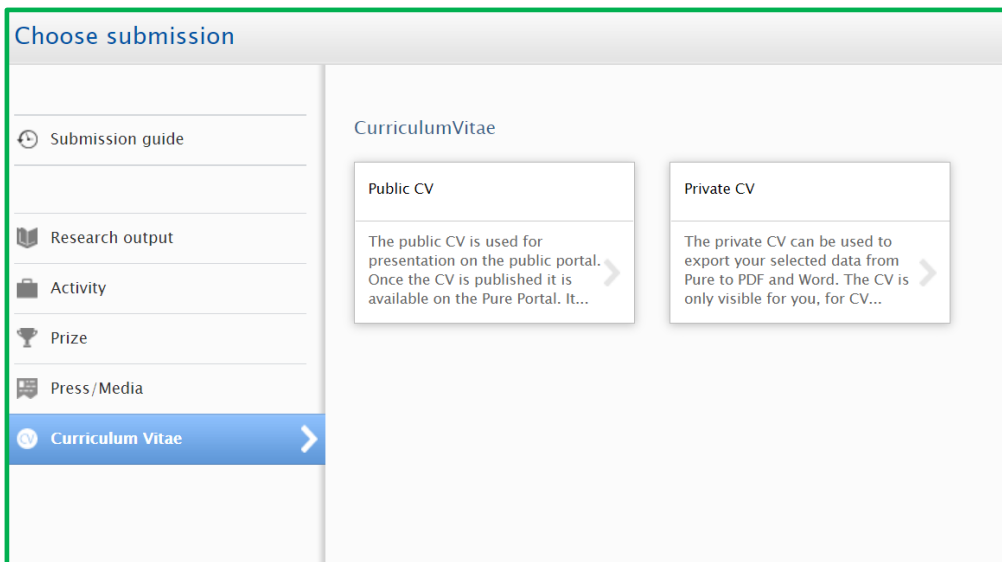
Figure 18: Add a public CV or a private CV

The difference between the two is described in figure 18 and 19.

CV

Type	purpose	comments
Public	Displayed on public portal	Can have 2 public CVs, depends on settings by Admin
Private	The private CV can be used to export your selected data from Pure to PDF and Word.	Only visible in the backend

Figure 19: Difference between a public and private CV.

- Select Pure information to create your CV (see figure 20)
- Add, delete, sort data in CV and save CV

Figure 20: Select information to create your CV.

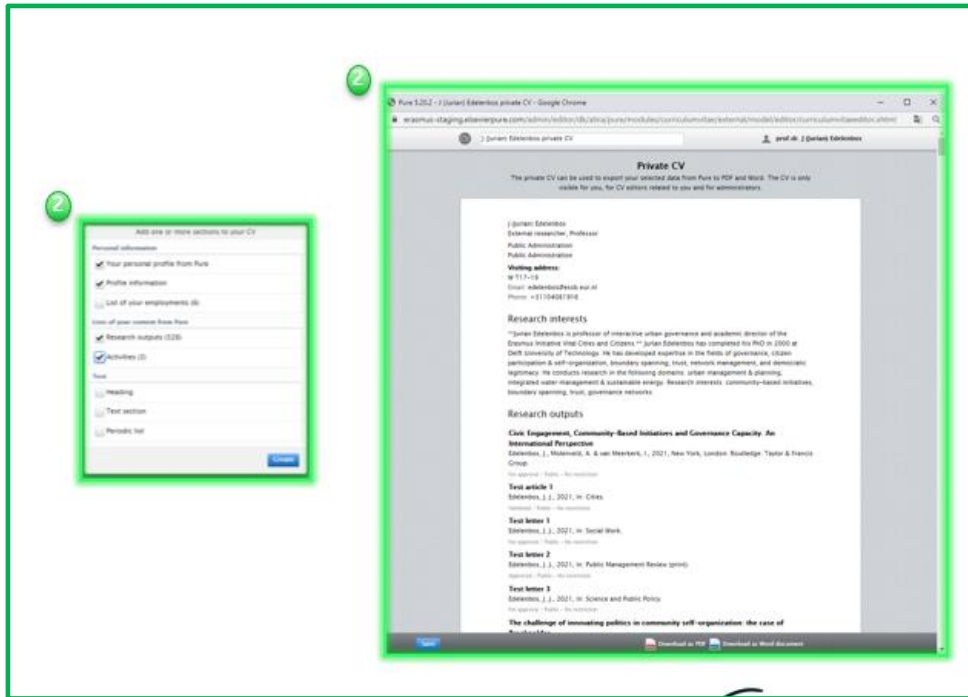- Optional to export CV to PDF or Word format

Network

Network information is based on the content of a researcher and their co-authorships with other internal and external authors (see figure 21). It is possible to enrich your network by adding the external organisation name to your external co-authors.
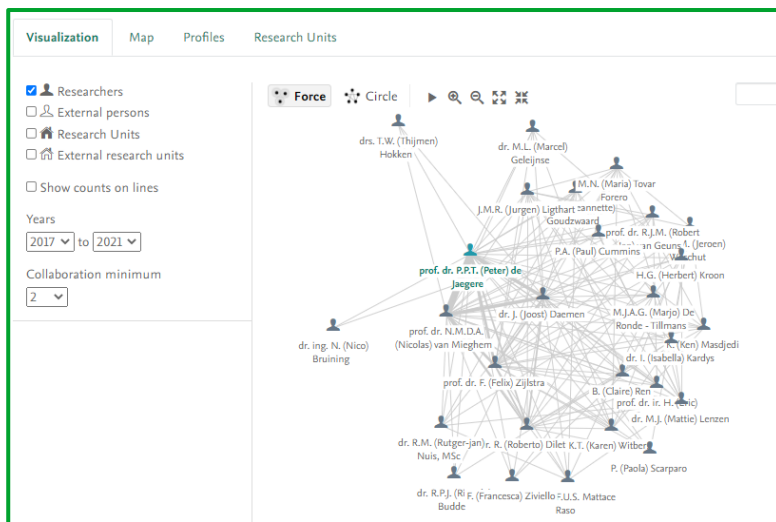

Figure 21: Network of a researcher on the Pure Portal

3. Differences between People Pages and Pure Portal

Beside the Pure Portal, the People Pages are also used to showcase your work. Within the table below you will find the differences between both.

PEOPLE PAGES	PURE PORTAL
Person and affiliation information	
Name, title and affiliations will be derived from pure.	The *known as name* from Pure will be shown and the affiliation information from persons available in Pure are imported from our HR systems and cannot be changed in Pure.
Research output, activities, prizes and press media	
Publications with the workflow status *approved* and *validated* will be displayed.	Publications with the workflow status *validated* will be displayed.
Activities, prizes and press media of researchers with the status *approved* will be displayed	Activities, prizes and press media of researchers with the status *approved* will be displayed.
Links with connections to RePub and Scopus are available. Links with connections to files added into Pure are not yet available.	Full text is available.
Citations from Scopus will not be displayed.	Citations from Scopus will be displayed.
Other content	
Only the first created *Research interest* will be shown.	Multiple created Research interests will be shown.
Personal links added to your *"my EUR"* account will be displayed.	Personal links can be added by persons/metadata.
Pictures derived from your *"my EUR"* account information are displayed.	Pictures uploaded within your profile information in Pure are displayed.
Ancillary activities will be displayed from the ancillary register of the EUR.	External positions can be added manually in Pure and will be displayed on the portal
Education and Qualifications added into Pure will not be displayed.	Educations and Qualifications will be displayed.
Courses from Osiris are shown	No courses will be shown