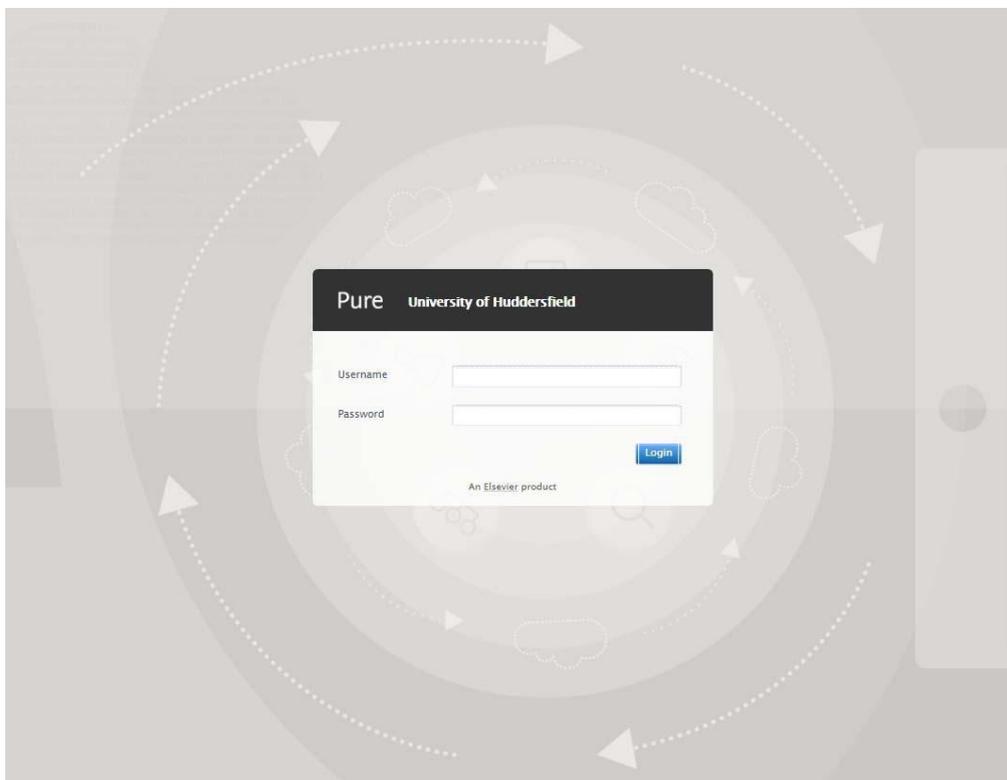




Your External Staff Profile

Pure Portal

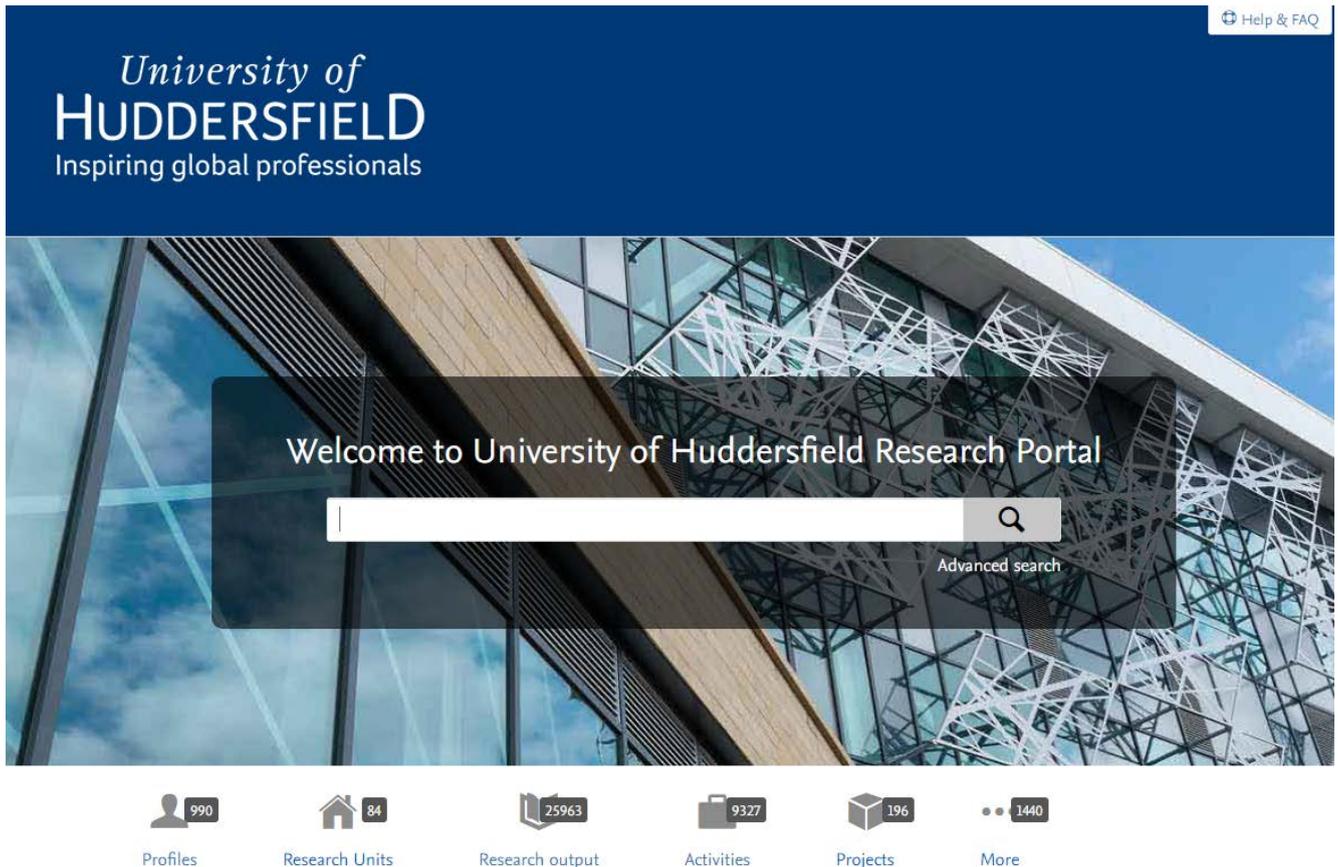


Pure Reviewing Your Staff Pure Profile

All academics on teaching and research or research only contracts have access to Pure. Pure is the University of Huddersfield's Research Information Management System and will be feeding the new Pure Research Portal that will also be the new externally facing academic staff profile.

It is the responsibility of each academic to take ownership of their data and ensure that all information populated in Pure is correct.

The landing page for the Pure Research Portal looks like this:



Your Externally Facing Staff Profile

The new Pure Portal can be accessed here <https://pure.hud.ac.uk>. The following is a screen shot of a current profile visible on the Pure Portal:

The screenshot shows the Pure Portal profile for Roger Phillips. The header features the University of Huddersfield logo and tagline 'Inspiring global professionals'. The navigation menu includes Home, Profiles, Research Units, Research output, Activities, and Projects. A search bar is located in the top right. The profile itself includes a profile picture, name, title (Prof), and affiliation (Associate Dean of Research Innovation and Knowledge Exchange, Department of Pharmacy, School of Applied Sciences). It also lists his roles as Director of the Pharmacology and Therapeutics Centre and Associate Membership of the Cellular and Molecular Models of Disease Centre and Centre for Biomimetic Societal Futures. An ORCID iD is provided. Contact information includes a phone number (01484 256944) and email (R.M.Phillips@hud.ac.uk). The address is University of Huddersfield, Queensgate, Huddersfield, HD1 3DH, United Kingdom. A note indicates he is accepting PhD students. On the right, an h-index section shows 4256 Citations and 38 h-index, with a bar chart of research activity per year from 1987 to 2022. At the bottom, there are tabs for Overview, Fingerprint, Network, Research output (141), Activities (20), and Similar Profiles (6).

Personal profile

The Pure Portal is populated with information from your personal account within Pure. You can create records in your Pure profile for:

- Research outputs
- Datasets
- Activities
- Press/media
- Projects
- ...and more

The screenshot shows the login form for the Pure Portal. The header displays 'Pure University of Huddersfield'. The form has two input fields: 'Username' and 'Password'. A blue 'Login' button is positioned below the password field. At the bottom of the form, it states 'An Elsevier product'.

To amend information, add additional information and keep your profile current you will need to log into your internally facing Pure account.

Use the following URL to login to Pure:

<https://pure.hud.ac.uk/admin>

You use your University username and password to login

Internal Facing Profile Landing Page

Your Pure profile should be populated with all relevant information regarding research, innovation and knowledge exchange activities. Here is an example of an anonymised internal facing profile page:

The screenshot shows the Pure University of Huddersfield internal facing profile landing page for Professor X. The page includes a profile picture, name, and links to 'My public profile', 'Add curriculum vitae', and 'Edit profile'. Below the profile information, there are three summary cards: 'Research outputs (70)' with sub-categories Article (62), Conference contribution (6), and Chapter (1); 'Activities (18)' with sub-categories Poster presentation (8), Oral presentation (5), and Membership of committee (3); and 'Datasets (4)'. A large green banner contains a welcome message and instructions on how to get started, including using the 'Edit profile' button and the '+ Add content' button. On the right side, there is a '+ Add content' button, a 'Tasks' section with two items (2 Projects and 1 Dataset waiting to be pushed to next workflow step), and a 'Notifications' section with a 'Help and support' link.

From this page, you can edit your profile, click to view your public Pure profile via the Pure Portal, see a summary of your research outputs, activities, datasets, etc.

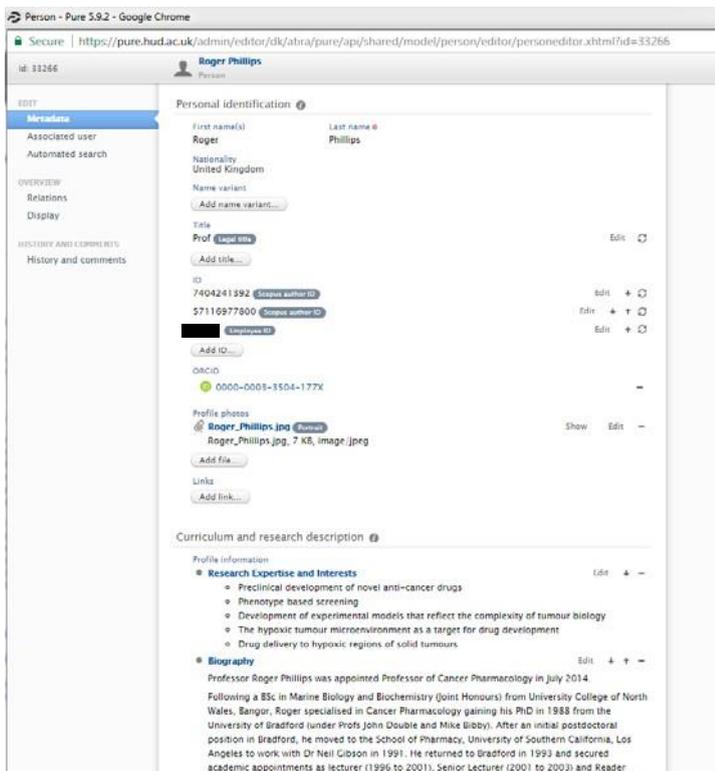
You can also view your ORCID, your profile photo and click on the number of articles, conference contributions, chapters, poster presentations etc to see a filtered list of each type.

The green '+Add Content' button allows you to create a new record. On the bottom right of the screen there is a section for help and support with a contact email address: pure@hud.ac.uk.

- Research outputs: follow the guidance document on adding research outputs located on the Research, Innovation and Knowledge Exchange intranet site. You must also ensure you are compliant with the University's Open Access Policy.
- Activities: Add these using the guidance document located on the Research, Innovation and Knowledge Exchange intranet site.
- Datasets: If you have deposited a dataset in an external data repository, please create a record for it in Pure and link to the dataset.
- Edit Profile: You can edit this within your internally facing Pure account and the following is the information you should ensure is correct:

Editing Your Profile

If you wish to add, amend information about yourself you click on the Edit profile button: This holds the majority of the front page information that is reflected on your online profile.



Please note that wherever you see this sign  this means that the content is synchronised with another system and you will not be able to edit it directly within Pure. If you spot any errors and cannot amend in Pure please contact us so we can amend the source system pure@hud.ac.uk

Name Variants



If you have published or are/have been known by another name you can enter it here (first and last name must be included).

Note : this can affect how Pure recognises you when importing outputs into the system it is advised that you contact pure@hud.ac.uk before changing any name variants.

Title

Your title is synchronised by a feed from the HR system. **Please do not add anything to this section.** If the information is incorrect, please notify us via pure@hud.ac.uk so we can address this from the source system.

ID

A number of IDs are recorded in this section and are synchronised from other systems. Where possible we have added in your Scopus ID on your behalf but you can also add this yourself.

ORCID

All Academics should have an ORCID. Pure contains an API that allows the user to create or connect an ORCID inside Pure. If you already have an ORCID please do not set up a new one as you will receive an error.

Wherever possible we have sourced your ORCID and added this to the system for you. You can also use the guidance document on the Research, Innovation and Knowledge Exchange intranet site to sync Pure to ORCID, meaning that whenever you update certain sections of your Pure profile, your ORCID profile will be automatically updated within 24 hours.

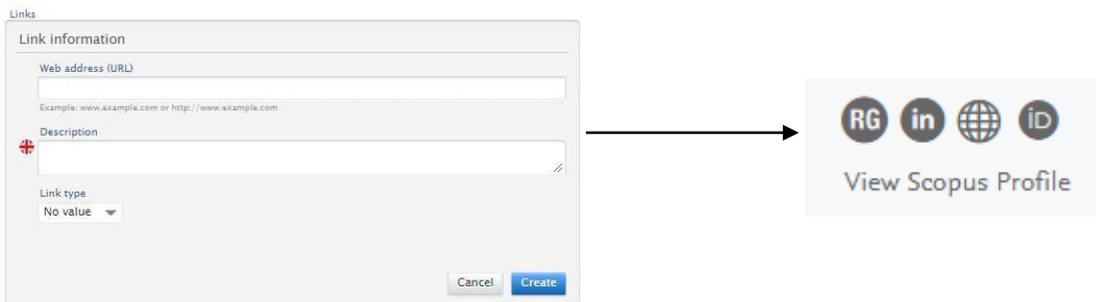
Profile Picture

You can amend your profile picture at any time. Just click on Edit and a pop up screen will appear and you can either drag and drop an image in or browse your computer for the image. **Please note that this needs to be a professional picture of yourself and not for example a holiday photo.**

Important : for continuity purposes, please maintain the picture aspect as portrait (sizing 150px wide x 200px height) if you have any issues or would like help please email your picture to pure@hud.ac.uk.

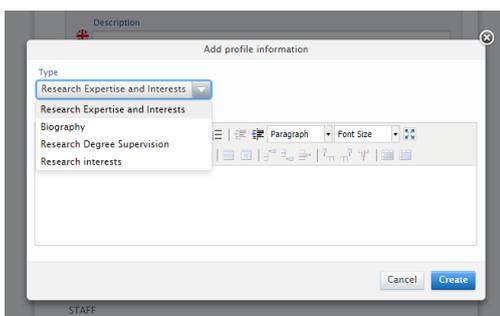
Links

This is where you can add links to your scholarly social media accounts such as LinkedIn, other research profiles or project websites. These will be visible on the user's public profile page (see below). You should also create a Google Scholar profile if you have not already done so. Please follow the guidance document on the Research, Innovation and Knowledge Exchange intranet site to create a Google Scholar profile and add the details to Pure.



Add Profile Information

This is a text field for adding your research expertise and interests, your biography, your research degree supervision details (see note below), and and your research interests.



Biography: Max 500 words 3000-character limit

Research Expertise and Interest: Max 200 words 1200-character limit

Research Degree supervision: **This is an automated feed from an external system linked to course finder, set up on the academic's behalf. If information is incorrect, please email pure@hud.ac.uk.**

Organisational Affiliations

Your affiliations are managed via the HR system sync and also by the Pure team affiliating you to any relevant Institutes and Centres. If you need to be added to a Centre or Institute please get in touch via pure@hud.ac.uk.

School of Applied Sciences

1/06/17 – present

Academic

Associate Dean (Research)

Primary

Edit



Positions outside the institution

Please do not populate this section. Instead, please record external interactions such as being a visiting academic at another institution, examining a thesis at another institution or being a journal reviewer/editor, in the Activities section of Pure.

Education/Qualifications

Please do not populate this section. You can instead add this information to your Biography.

Keywords

This is a very important part of your profile. Please add here this will be used when individuals make searches on i

Keywords

AREAS OF RESEARCH EXPERTISE AND INTEREST

Portal Details - Willingness to take PhD students

Select either Yes or No this will be marked on your staff profile as such.

PhD research Projects: This information is an automated feed from an external system linked to course finder, set up on the academic's behalf. Please do not populate the second text box or this information will be deleted.

Portal details

Willingness to take Ph.D. students

Yes No

Ph.D. research projects available

Person Expertise

You can populate this with extra information about your person expertise, but this particular section will not show on the public Pure profile.

Visibility

This Should be left as 'Public No restriction' if you wish for your profile to be private, or restricted please contact pure@hud.ac.uk.

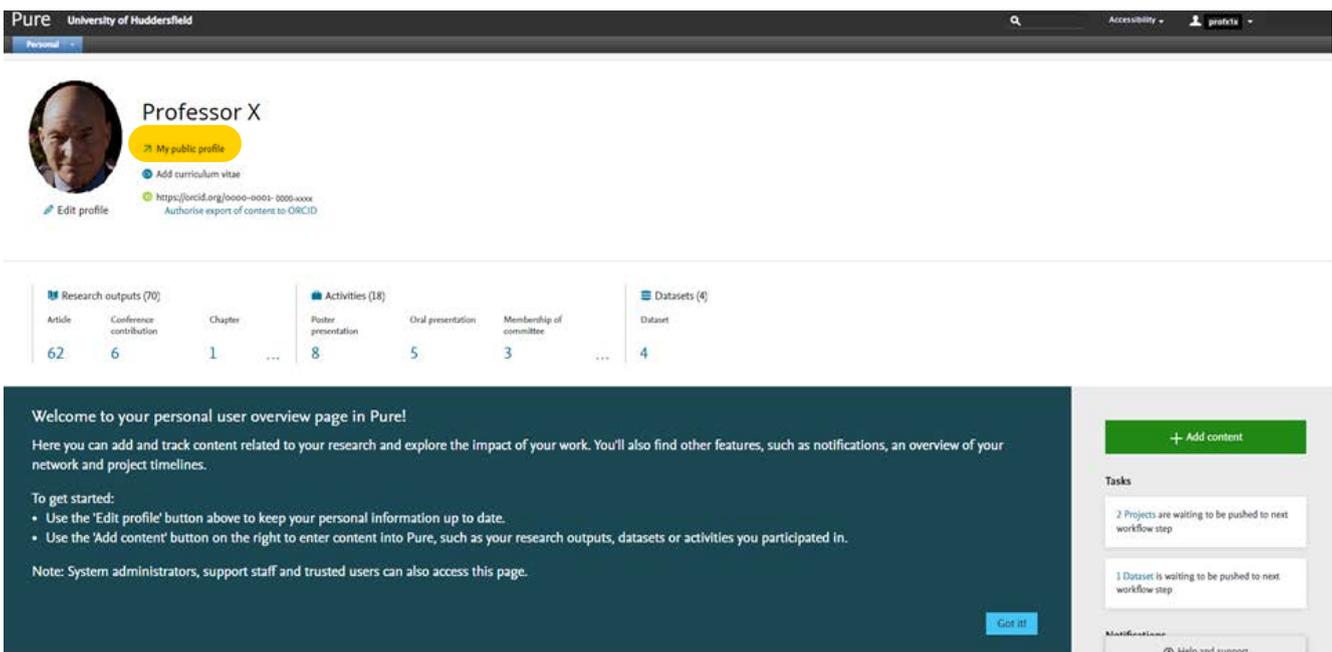
Saving

After any amendments please remember to click:



Checking your public Pure profile

Once you have made the relevant amendments you can view your externally facing public profile by clicking on 'My public profile' or via the web address <https://pure.hud.ac.uk>.



The screenshot shows a user's profile on the Pure system. At the top, it says "Pure University of Huddersfield". The user's name is "Professor X" and there is a "My public profile" button. Below the name are options to "Add curriculum vitae" and "Authorize export of content to ORCID". A table shows the user's research outputs and activities. On the right, there is a "Welcome to your personal user overview page in Pure!" message with instructions on how to get started and a "Get it!" button. Below the message is a "Tasks" section with two items: "2 Projects are waiting to be pushed to next workflow step" and "1 Dataset is waiting to be pushed to next workflow step". There is also a "Help and support" link.

Research outputs (70)			Activities (18)			Datasets (4)
Article	Conference contribution	Chapter	Poster presentation	Oral presentation	Membership of committee	Dataset
62	6	1	8	5	3	4

Welcome to your personal user overview page in Pure!

Here you can add and track content related to your research and explore the impact of your work. You'll also find other features, such as notifications, an overview of your network and project timelines.

To get started:

- Use the 'Edit profile' button above to keep your personal information up to date.
- Use the 'Add content' button on the right to enter content into Pure, such as your research outputs, datasets or activities you participated in.

Note: System administrators, support staff and trusted users can also access this page.

Get it!

Tasks

- 2 Projects are waiting to be pushed to next workflow step
- 1 Dataset is waiting to be pushed to next workflow step

Notifications

Help and support