Research website Amsterdam UMC
Guidelines for researchers: how to complete your personal page

Introduction

On the new research website of Amsterdam UMC, that will be launched soon (end of 2020/early in 2021), each researcher will have a personal page. On these personal pages, a selection of the researcher's profile (focus of research, key publications) as well as current affiliations will be presented. Examples of personal pages can be found on the research website Amsterdam UMC (after launch): www.research.amsterdamumc.org – click button 'researchers'.

Content of personal pages

Three different categories of information are presented on the researcher's personal page:

1. Information retrieved from PURE, the system for registering research and publications, that can be modified by researchers personally via PURE.
2. Information retrieved from PURE, that cannot be modified by researchers personally. This information concerns affiliation to a research institute and research program, and can be modified by designated editors, i.e. the departmental PURE contact persons (https://intranet.vumc.nl/afdelingen-themas-1/pure/departments.htm).
3. Information retrieved from other systems, for example the personnel system. This information cannot be modified in PURE, it can only be changed at the source. This information is indicated by the icon for synchronised information ( ). Please contact outputregistratie@amsterdamumc.nl if this information on your personal page on the research website is incorrect.

Next to this personal page, all Amsterdam UMC researchers will have a more extensive page in PURE in due time. Important to know is that all researchers will be asked to provide research-related information in PURE (used to be 'wetenschapsregistratie' for AMC researchers).

Instructions how to modify information (no. 1 and 2) on your personal page via PURE

Use Google Chrome as your browser in VIEW/CDW and visit (choose the location of your appointment):

- AMC PURE: https://pure.amc.nl/admin
- VUmc PURE: https://research.vumc.nl/admin/ (Please log in with your VUmc account)

It will take at least one day before changes made in PURE are visible on the research website.

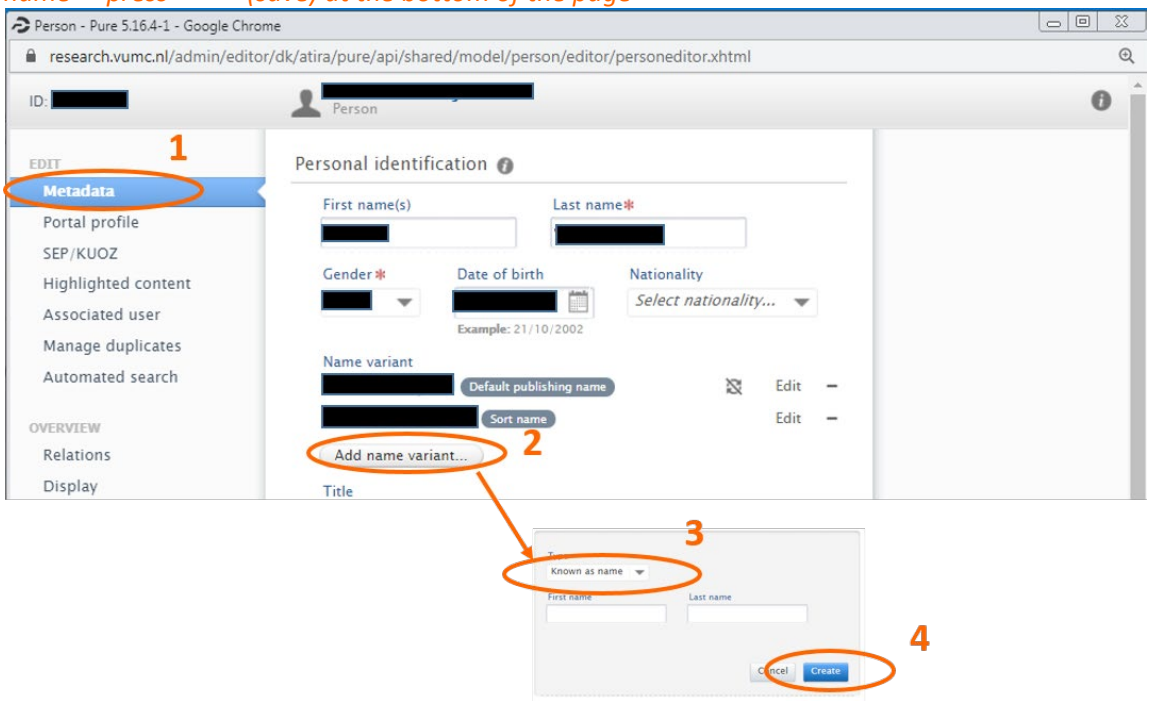
In PURE: Go to Personal overview – press 'Edit profile'



Name

You can change your name into the name you use as researcher/spoken name. In some cases this is different than the name officially registered.

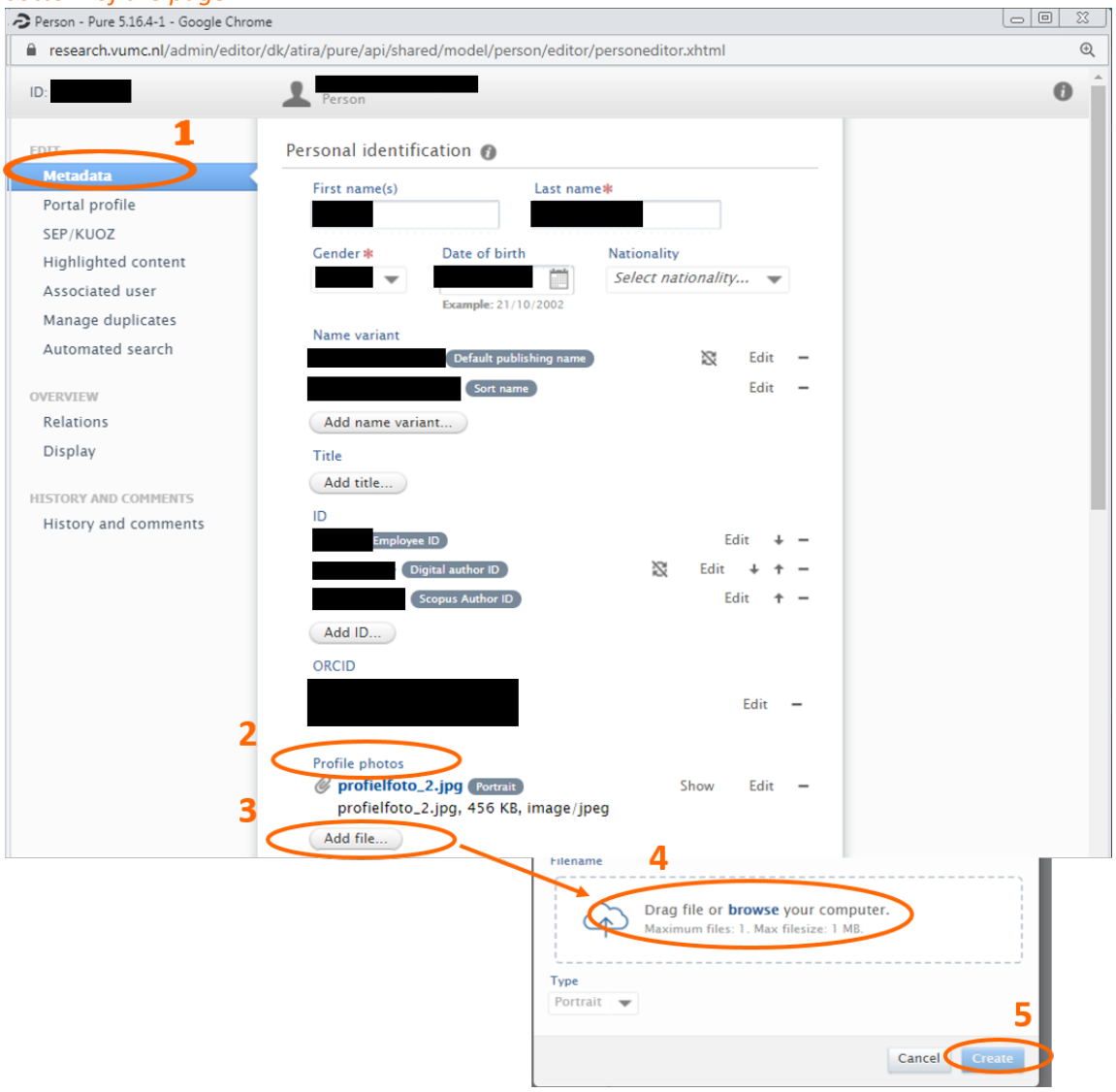
In PURE: Metadata – Personal Identification – name variant – add name variant – select 'known as name' – press Save *(save) at the bottom of the page*



Photo

Please select a professional, representative photo, preferably in jpeg-format (maximum size = 1 Mb). Tips and tricks for a professional photo: please see the following document: 'Tips for professional photos for the research website_ENG'.

In PURE: Metadata – Personal Identification – profile photo – add file – press Save *(save) at the bottom of the page*



Research Institute and research programs

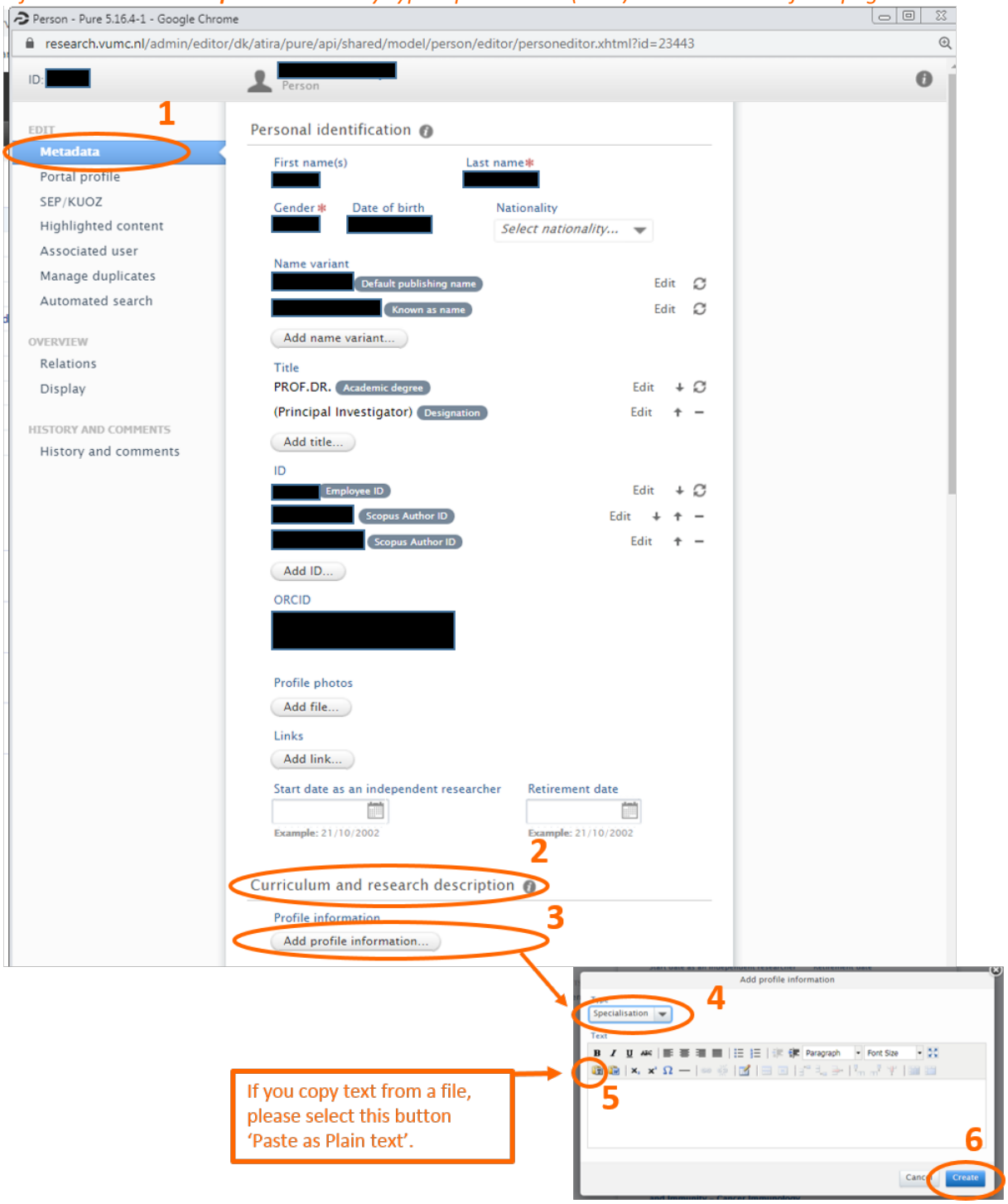
All researchers must be affiliated with at least one research institute and one research program (if the research institute has research programs). You can be affiliated with maximum two research institutes and maximum two programs per research institute. *The PURE contact person of your department* (https://intranet.vumc.nl/afdelingen-themas-1/pure/departments.htm) can affiliate you in PURE to a research institute and program.

To register for a research institute, please contact the research institute directly (currently: www.amsterdamresearch.org; after launch of the new research website: www.research.amsterdamumc.org).

Specialization

Use only “keywords” to describe your expertise, for example “Imaging”, “Cancer Immunology” etc. Maximum of 5 “specialization words / keywords”, separated by commas in US-English.

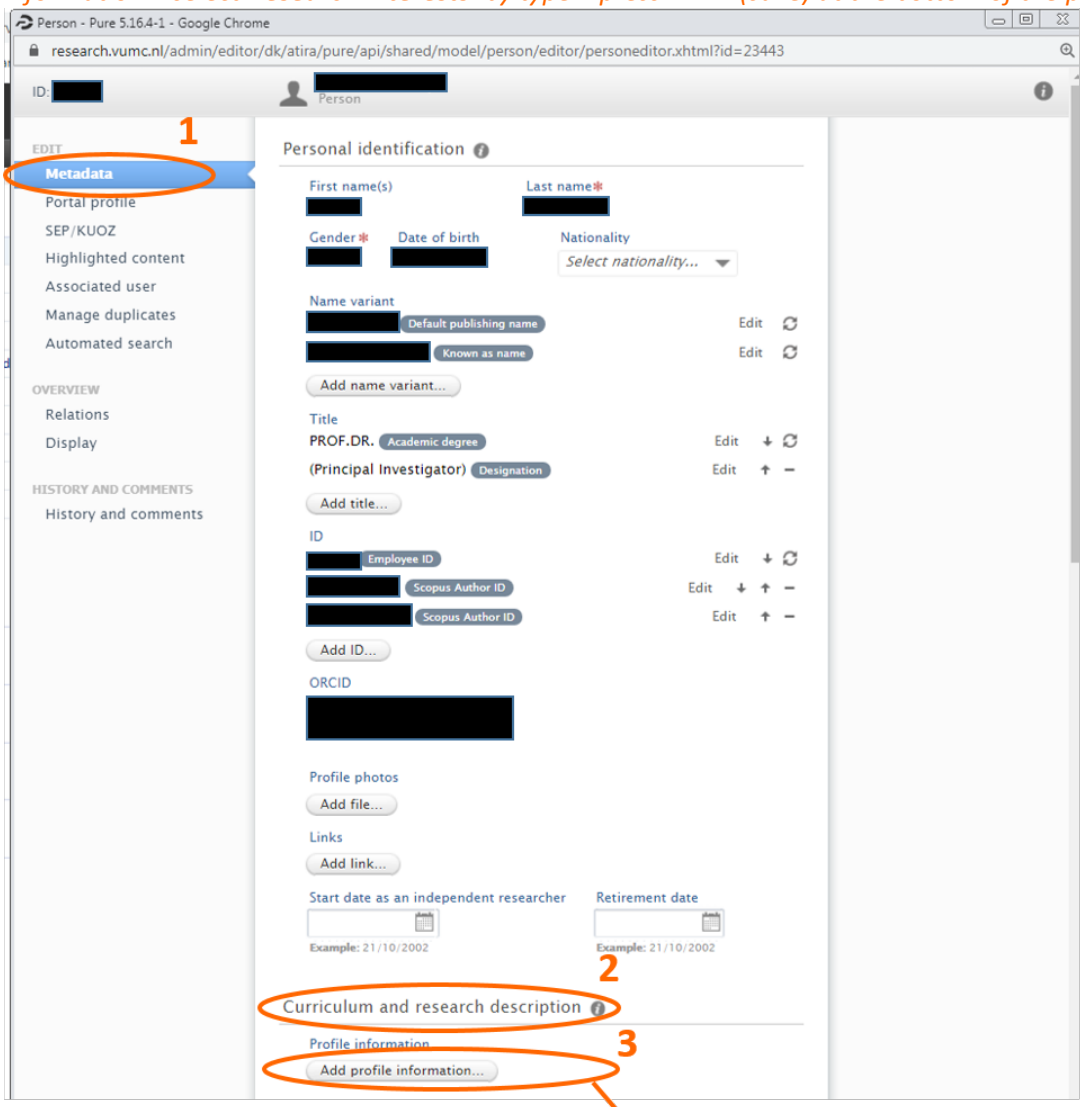
*In PURE: Metadata – Personal Identification - Curriculum and research description – add profile information – select ‘**specialisation**’ by type – press* Save *(save) at the bottom of the page*

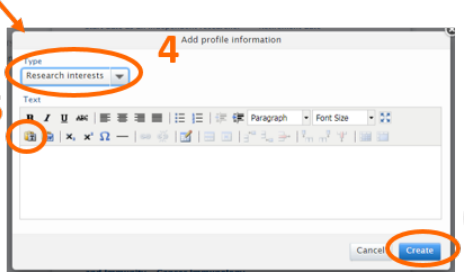


Focus of Research (Research interests in PURE)

Describe here your current line of research, think of the main research question to be addressed, techniques used, method, etc. This should, most preferably, be a text written in the first person ('ik/wij-vorm') to make it more personal. Separate small paragraphs (approximately 3 sentences, maximum 70 words) with a blank line (easier for online readers). Maximum of 150-200 words total, use US-English as language.

*In PURE: Metadata – Personal Identification - Curriculum and research description – add profile information – select '**research interests**' by type – press* Save *(save) at the bottom of the page*



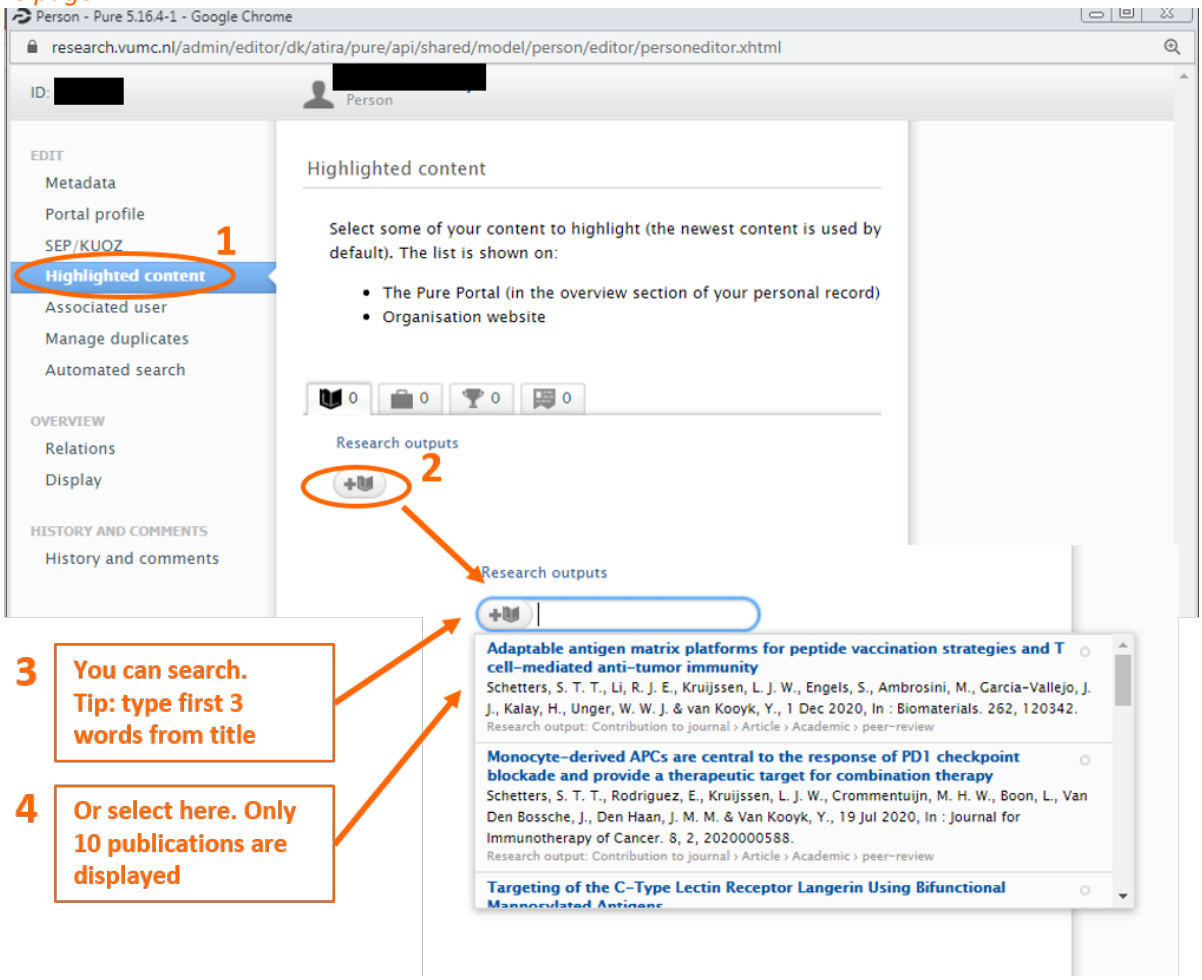


If you copy text from a file, please select this button 'Paste as Plain text'.

Key publications

Key publications should emphasize your line of research. As recommendation: five key publications are preferably selected from the last six years as first, corresponding or senior author. **The first three selected** key publications will be displayed on your personal page on the research website Amsterdam UMC.

In PURE: Highlighted content – '+  *' (research output) – press*  *(save) at the bottom of the page*



All publications

Most of your publications are automatically obtained in PURE by the output registration team (outputregistratie@amsterdamumc.nl).

If not, you can add publications in PURE via the green +add content button. Select 'research output' and preferably 'import from online source'. More information can be found in the PURE guidelines: https://intranet.vumc.nl/afdelingen-themas-1/pure/documentation.htm

Need help? Contact us: outputregistratie@amsterdamumc.nl