

SciENcv Guide

What is SciENcv and why is it needed?

SciENcv is an application in My NCBI that helps you create and manage documents in support of grant applications with participating agencies. In SciENcv you can document your education, employment, research activities, publications, honors, research grants, and other professional contributions.

For all T32 submissions on/after May 25th, NIH will require all biosketches to be submitted using [SciENcv](#).

How do I access SciENcv?

After signing in to [NCBI](#), SciENcv can be accessed from the SciENcv portlet which is located in the My NCBI main page, or from [about SciENcv](#).

How do I create a biosketch in SciENcv?

NIH [eRA Commons](#), [NSF](#), and ORCID iD account holders who have linked their accounts to NCBI can populate their SciENcv biosketches with the information stored in their eRA, NFS, or ORCID iD accounts. Information on linking accounts to NCBI can be found in [Using a Partner Organization](#) username and password.

Education and Training

Under the section titled **Education/Training**, click the link “add one.” Add your academic degree(s) and training, from oldest to most recently acquired.

1. Select a radio button for either an academic degree or a training entry. Each selection provides a different set of choices.

The image displays two side-by-side screenshots of the SciENcv web application forms for adding new education or training entries.

Left Screenshot: Add new degree

- Title:** Add new degree
- Form Type:** This entry is ☒ Degree ☐ Training
- Fields:**
 - School: * (required field)
 - City:
 - State/Province:
 - Country:
 - Degree: BACHELOR OF SCIENCE (dropdown menu)
 - Field of Study:
 - From: MM YYYY To: MM YYYY
- Buttons:** Save, Save & add another entry, Cancel

Right Screenshot: Add new training

- Title:** Add new training
- Form Type:** This entry is ☐ Degree ☒ Training
- Fields:**
 - Organization: *
 - City:
 - State/Province:
 - Country:
 - Training: Resident (dropdown menu)
 - Description:
 - From: MM YYYY To: MM YYYY
- Buttons:** Save, Save & add another entry, Cancel

2. Click “Save.” For multiple entries, click “Save & add another entry.”

3. To edit or delete an entry, click “Edit entries” and click either “delete” or “edit” next to the selected degree or training entry. Once you have finished editing, adding, or deleting information, click “Done” to save your updates.

EDUCATION/TRAINING [[Done](#)]

(Begin with baccalaureate or other initial professional education, such as nursing, include postdoctoral training and residency training if applicable.)

Show in this profile	INSTITUTION AND LOCATION	DEGREE (if applicable)	MM/YYYY	FIELD OF STUDY	
<input checked="" type="checkbox"/>	University of California, Berkeley, CA, USA	BACHELOR OF SCIENCE	05 / 1993	Physiology	Delete edit
<input checked="" type="checkbox"/>	University of California, Davis, CA, USA	DOCTOR OF VETERINARY MEDICINE	06 / 1997	Large animals - equine	Delete edit
<input checked="" type="checkbox"/>	University of California, Davis, CA, USA	Resident	12 / 2000	Equine surgery emphasis	Delete edit

[+ add another degree/training](#)

4. In SciENCv there is an option to hide entries. If you want to print or share your profile, but only want selective content to be displayed, uncheck the checkbox next to the entry you would like to hide and click “Done.”

Personal Statement

In the **Personal Statement** section, enter a brief personal statement and up to four publications that highlight your work experience and qualifications. To start, click “Edit Statement.”



A. Personal Statement [[Edit statement](#)]

You have not yet provided a personal statement.

Optional: You may identify up to four peer reviewed publications that specifically highlight your experience and qualifications for this project.

[[Select citations](#)]

You have not listed any citations.

Enter your personal statement and click  to save your narrative. SciENCv uses markdown syntax which allows you to add simple formatting to your personal statement – for formatting help click the  icon.

A. Personal Statement

I have a background in physiology and veterinary medicine with clinical training and expertise in equine surgery and equine sports medicine.



Optional: You may identify up to four peer reviewed publications that specifically highlight your experience and qualifications for this project.

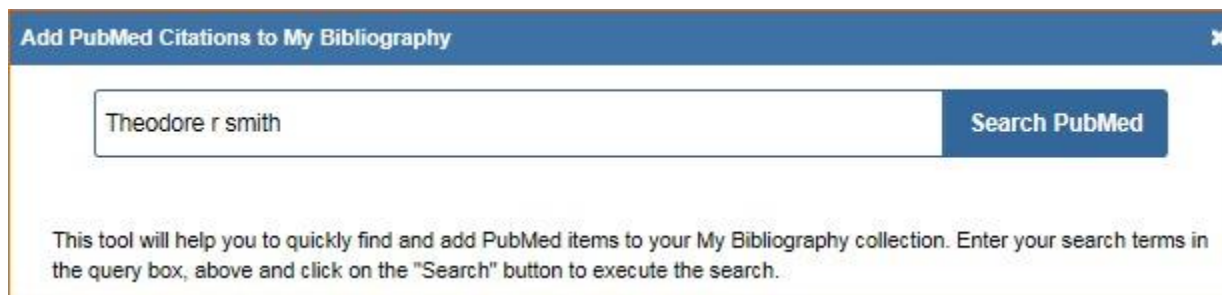
[[Select citations](#)]

You have not listed any citations.

Citations stored in [My Bibliography](#) can be uploaded initially by clicking the link “Select citations.” Select up to four citations to be displayed in this section.

In My Bibliography the default setting for the Sort by drop-down menu is to list citations by date (newest to oldest). Citations can also be sorted by publication date, update date, author (first listed authors in alphabetical order), or title (alphabetically). An ORCID option is available, which you can use to retrieve citations stored in your ORCID record (C).

If you find that your My Bibliography collection is not up to date and new PubMed citations need to be added, click “Add citations” (see B above) and enter an author full name, or last name and initials in the search box.



Add PubMed Citations to My Bibliography

Theodore r smith **Search PubMed**

This tool will help you to quickly find and add PubMed items to your My Bibliography collection. Enter your search terms in the query box, above and click on the "Search" button to execute the search.

Select the citations you wish to add from the list of retrieved citations and click “Add to My Bibliography.” The newly added citations will immediately display in the My Bibliography tab. For publications that are not included in PubMed, use the options to [add citations using a file](#), or to [add citations manually](#) using My Bibliography templates, click “Go to My Bibliography” (see **C** above).

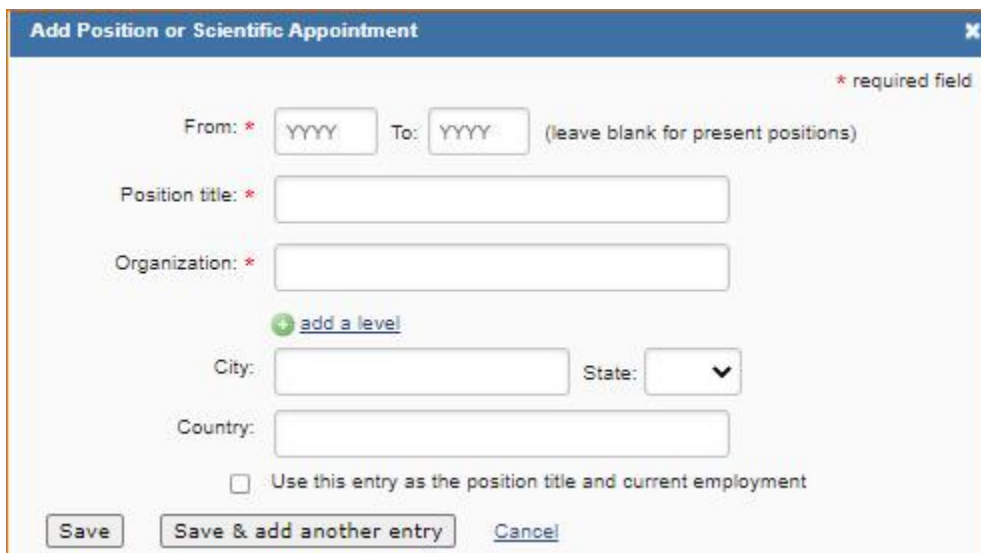
Note:

- If you linked your eRA Commons, NSF, or ORCID account to My NCBI, your SciENcv biosketches will have the biographical information available in those accounts.
- If you linked your ORCID account to My NCBI, your SciENcv biosketches will have the publications listed in your ORCID record under the ORCID tab.
- Citations under the ‘My Bibliography’ tab can only be deleted in My Bibliography. See [Deleting Citations](#)
- Citations under the ‘ORCID’ tab can only be deleted if they are deleted in your ORCID record

Positions, Scientific Appointments and Honors

The section titled **Positions, Scientific Appointments and Honors** consists of three parts: employment, scientific appointments, and honors. If you linked your [eRA Commons](#), [NSF](#), or ORCID account to My NCBI, the work experience section of SciENcv will be automatically populated for you.

1. Under the subtitle Position or Scientific Appointment, click “add one.” Enter your past, present employment, and scientific appointments. For multiple entries, click “Save & add another entry.”



Add Position or Scientific Appointment ✕

* required field

From: * To: (leave blank for present positions)

Position title: *

Organization: *

+ [add a level](#)


City: State:

Country:

☐ Use this entry as the position title and current employment

[Cancel](#)

2. Under the subtitle Honors, click “add one.” Enter honor society memberships, honorary titles, and other honorary awards.



Add honors ✕

* required field

Honor: *

By Organization: *

Year: * To: (optional, for date ranges)

[Cancel](#)

3. To edit or delete an entry, click “Edit entries” and click either “delete” or “edit” next to the selected position, scientific appointment or honor entry. Once you have finished editing, adding, or deleting information, click “Done” to save your updates.

B. Positions, Scientific Appointments and Honors

Positions and Scientific Appointments [[Done](#)]

Select: [All](#) [None](#) 3 item(s) selected

unchecked entries are hidden from display

<input checked="" type="checkbox"/>	2007 - present	Veterinary and Equine surgery specialist, Large Animal Clinic, University of California, Davis, CA, USA	Delete edit
<input checked="" type="checkbox"/>	2007 - present	Associate Professor, University of California, School of Veterinary Medicine, Davis, CA, USA	Delete edit
<input checked="" type="checkbox"/>	2001 - 2006	Veterinarian, Large Animal Clinic, University of California, Davis, CA, USA	Delete edit

[+ add another entry](#)




4. In **SciENcv** there is an option to hide entries. If you want to print or share your profile, but only want selective content to be displayed, uncheck the checkbox next to the entry you would like to hide and click “Done.”

Contribution to Science

The **Contribution to Science** section aims to give researchers a place where they can describe five of their most significant contributions to science. Each contribution entry has two parts: a description and relevant references of up to four peer-reviewed publications.

To enter a description, click “edit” (**A**). According to NIH guidelines, each description should include: the historical background that frames the scientific problem; the central findings; the influence of the findings on the progress of science or the application of those findings to health or technology; and your specific role.

To add relevant citations from [My Bibliography](#) for each contribution, click “Select citations” (**B**). Select up to four citations to be displayed.

C. Contribution to Science [[Done](#)] 

You can add up to 5 contributions. Drag and drop tabs to rearrange.

[Add another contribution](#)

1

Description

[edit](#)

Citations

[[Select citations](#)]

Delete this contribution

Please include up to four citations that are relevant to this contribution.

The default setting for the Sort by drop-down menu is to list citations by date (newest to oldest). Citations can also be sorted by publication date, update date, author (first listed authors in alphabetical order), or title (alphabetically). An ORCID option is available, which you can use to retrieve citations stored in your ORCID record (C).

My Bibliography

ORCID

Sort by: Update date

Publication date

Update date

Author

Title

Select: [None](#)

0 item(s) selected

[Add citations](#)

[Go to My Bibliography](#)

unchecked entries are hidden from display

☐ Amor...

G. Role of Apelin in Glioblastoma Vascu... on and Invasion after Anti-VEGF Therapy: What Is the Impact on the Immune...

May 1;79(9):2104-2106. PubMed PMID: 31043429; NIHMSID: NIHMS1034611; PubMed Central PMCID: PMC6601607.

☐ Nia...

pping Physical Tumor Microenvironment and Drug Delivery. Clin Cancer Res. 2019 Apr 1;25(7):2024-2026. PubMed PMID:...

30630029; NIHMSID: NIHMS1518172; PubMed Central PMCID: PMC6445672.

☐ Piñero JC, Souder SK, Smith TR, Fox AJ, Vargas RI. Ammonium Acetate Enhances the Attractiveness of a Variety of Protein-Based Baits to Female Ceratitis capitata (Diptera: Tephritidae). J Econ Entomol. 2015 Apr;108(2):694-700. PubMed PMID: 26470180.

If you find that your My Bibliography collection is not up to date and new PubMed citations need to be added, click “Add citations” (see D above) and enter an author full name, or last name and initials in the search box.

Add PubMed Citations to My Bibliography

Theodore r smith
Search PubMed

This tool will help you to quickly find and add PubMed items to your My Bibliography collection. Enter your search terms in the query box, above and click on the "Search" button to execute the search.

Select the citations you wish to add from the list of retrieved citations and click “Add to My Bibliography.” The newly added citations will immediately display in the My Bibliography tab. For publications that are not included in PubMed, use the options to [add citations using a file](#), or to [add citations manually](#) using My Bibliography templates, click “Go to My Bibliography” (see **E** above). You can create up to five tabs by clicking “Add another contribution” (**F**), and the display order can be changed by dragging and dropping each tab. Contribution tabs can be removed by clicking “Delete this contribution.” To save edits, click “Done.”

C. Contribution to Science
[Done]

You can add up to 5 contributions. Drag and drop tabs to rearrange.

[Add another contribution](#) **F**

1
2
3
4

Description
edit
Delete this contribution

Citations
[Select citations]

a. Minor KM, Patterson EE, Keating MK, Gross SD, Ekenstedt KJ, Taylor SM, Mickelson JR. Presence and impact of the exercise-induced collapse associated DNM1 mutation in Labrador retrievers and other breeds. Vet J. 2011 Aug;189 (2):214-9. PubMed PMID: 21782486.

b. Singh U, Levin L, Grinshpun SA, Schaffer C, Adhikari A, Reponen T. Influence of home characteristics on airborne and dustborne endotoxin and β -D-glucan. J Environ Monit. 2011 Nov;13(11):3246-53. PubMed PMID: 22012201.

G
☒ Include link to complete list of published work in [My Bibliography](#).
(Selecting this option will make the list public.)

There is also an option to include a URL to your [My Bibliography](#) collection of published research (**G**). Selecting this option would make your My Bibliography collection [public](#).

Note:

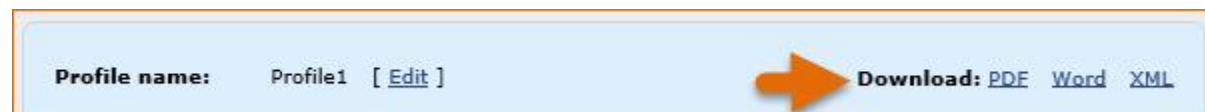
- This section uses [My Bibliography](#) to manage citation data in SciENcv. Therefore, if you have publications stored in My Bibliography, those will be automatically uploaded to your SciENcv document.
- If you linked your ORCID iD account to My NCBI, your SciENcv profiles will have the publications listed in your ORCID iD record under the ORCID tab.
- Citations under the 'My Bibliography' tab can only be deleted in My Bibliography. See [Deleting Citations](#)
- Citations under the 'ORCID' tab can only be deleted if they are deleted in your ORCID iD record

How do I download my biosketch from SciENcv?

SciENcv biographical sketches can be downloaded in three formats: PDF, MS Word, and XML.

To download a SciENcv biosketch:

1. Sign in to My NCBI. Go to the **SciENcv** portlet and select the biosketch that you wish to download.
2. Click the hyperlink of the format you wish to download.



How can I give access to my biosketches?

If you so choose, you may grant direct access to your biosketch to your PDO contact. This is beneficial as it reduces work on your side in having to download and provide the biosketch every time there is a grant application in which you are involved.

The option to **Add a delegate** is available through the [Accounts Settings](#) page. The Delegates section of the Account Settings page displays a list of all the delegates granted access to either your My Bibliography collection or your SciENcv, or both. In the Delegates section you may add or remove delegates as well as **modify the access** granted, see '[Adding and Removing Delegates](#).'