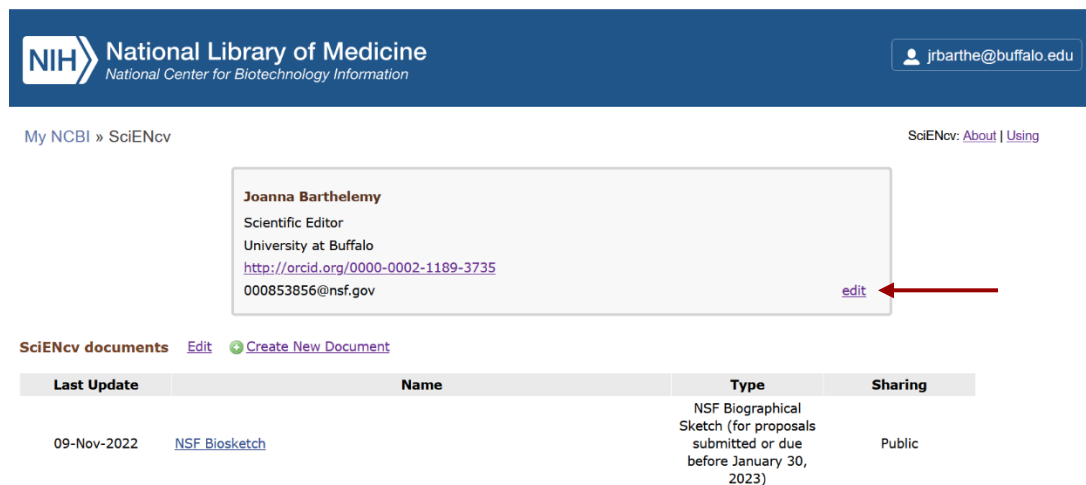# SciENcv

NSF now requires all NSF Bioskteches and Current & Pending Documents be prepared using SciENcv exclusively, click here to view the [NSF SciENcv Notice](#).

1. **Accessing SciENcv**
   a. Visit: https://www.ncbi.nlm.nih.gov/sciencv/
   b. Click on "National Science Foundation"
   c. Log in using your Research.gov login credentials
   d. You will be redirected to SciENcv on the NCBI webpage and prompted to create a NCBI account. If you have a NCBI account, log in with those credentials, otherwise create a NCBI account following the prompts

After creating a NCBI account or logging in, you will be redirected to the SciENcv dashboard (pictured above). You are now ready to link other accounts or create a document.

2. **Linking other accounts to the SciENcv profile**
   a. Navigate to the SciENcv dashboard
   b. Click "edit" on the Mini Profile
   c. "Edit Mini Profile" window will pop up and you will be able to edit your Name, Title/Department, Institution/Company, and link other accounts (ORCID; eRA Commons; NSF ID)
   d. Click on "link account" next to the Account you would like to link under "Optional Information"
   e. SciENcv will pull profile information; publication lists; presentation lists, etc. from linked accounts to help you prepare documents

3. **Create SciENcv Biosketch and Other Documents**
   a. Navigate to the SciENcv dashboard
   b. Click on "Create New Document"
   c. Enter the Doument Name
   d. Select the Format or type of document you want to prepare
   e. Choose a source:
      i. Starting with a blank document
      ii. Existing Document – information from a previously prepared document will be auto populated
      iii. External Source – information from your linked account will be auto populated
   f. Select "Create"

4. **Editing SciENcv Biosketch and Other Documents**
   a. Professional Preparation
      i. Manually add information – Starting from a blank document
      ii. Review auto populated information

NIH National Library of Medicine
National Center for Biotechnology Information

Create a New Document

Document name

Enter a name to help you to identify this document

Format
- ● NIH Biosketch
- ○ NIH Fellowship Biosketch
- ○ NSF Biographical Sketch 2023 (for proposals submitted or due on or after January 30, 2023)
- ○ NSF Biographical Sketch (for proposals submitted or due before January 30, 2023)
- ○ NSF Current and Pending (Other) Support Form (for proposals submitted or due on or after January 30, 2023)
- ○ NSF Current and Pending Support (for proposals submitted or due before January 30, 2023)
- ○ IES Biosketch

Select a format for this document

Choose data source
- ● Start with a blank document
- ○ Existing Document: NSF Biosketch
- ○ External source: eRA Commons

Your eRA Commons account is linked to SciENcv.

Sharing   ● Private
                 ○ Public
You can change the shared settings at any time.

[Create] [Cancel]

A. Professional Preparation*

Provide a list of the senior person's professional preparation (e.g., education and training), listed in reverse chronological order by start date. Include all postdoctoral and fellowship training, as applicable, listing each separately. Also include the baccalaureate degree or other initial professional education.

[ADD PROFESSIONAL PREPARATION] ←

Add Professional Preparation

Type ● Degree   ○ Training

Organization *

City *

Country *
United States   State/Province *

Degree *

Field of Study *

Start Date   End Date *
📅 mm/yyyy   📅 mm/yyyy

For fellowship applicants, include start date of fellowship.

CANCEL   SAVE & ADD ANOTHER ENTRY   SAVE

b. Appointments and Positions
    i. Manually add information – Starting from a blank document
    ii. Review auto populated information
    iii. All entries will automatically be placed in reverse chronological order

B. Appointments and Positions*

Provide a list, in reverse chronological order by start date, of all the senior person's academic, professional, or institutional appointments and positions, beginning with the current appointment (including the associated organization and location). Appointments and positions include any titled academic, professional, or institutional position whether or not remuneration is received, and whether full-time, part-time, or voluntary (including adjunct, visiting, or honorary).

With regard to professional appointments, senior personnel must only identify all current domestic and foreign professional appointments outside of the individual's academic, professional, or institutional appointments at the proposing organization.

ADD APPOINTMENT/POSITION ←

Add Appointment/Position

Primary appointment or position
Note: Only one can be marked as primary.

Appointment or Position Title *

Name of Organization *

+ ADD A LEVEL *(e.g. Department, if applicable)*

City *

Country *
United States

State/Province *

Start Date *
yyyy

End Date
yyyy
Leave blank for present

CANCEL   SAVE & ADD ANOTHER ENTRY   SAVE

c. Products
    i. Publications and Other Significant Products can be added manually or pulled from linked accounts (ORCHID iD; NCBI My Bibliography; etc.)
    ii. SciENcv will automatically limit the number selections based on PAPPG requirements

C. Products

Provide a list of: (i) up to five products most closely related to the proposed project; and (ii) up to five other significant products, whether or not related to the proposed project that demonstrate the senior person's qualifications to carry out the project as proposed.

Senior personnel who wish to include publications in the products section of the Biographical Sketch that include multiple authors may, at their discretion, choose to list one or more of the authors and then "et al" in lieu of including the complete listing of authors' names.

Products Most Closely Related to the Proposed Project*

Select up to 5 products

SELECT RELATED PRODUCTS ←

Other Significant Products, Whether or Not Related to the Proposed Project*

Select up to 5 products

SELECT OTHER PRODUCTS ←

d. Synergistic Activities
    i. Manually add information – Starting from a blank document
    ii. Review auto populated information
    iii. SciENcv will only allow you to add 5 entries

D. Synergistic Activities*

Provide a list of up to five distinct examples that demonstrates the broader impact of the individual's professional and scholarly activities that focus on the integration and transfer of knowledge as well as its creation.

Synergistic activities must be specific and must not include multiple examples to further describe the activity. Examples with multiple components, such as committee member lists, sub-bulleted highlights of honors and prizes, or a listing of organizations for which the individual has served as a reviewer, are not permitted.

ADD ACTIVITIES ⟵

Synergistic Activity 1   🗑 DELETE   ⬆ UP   ⬇ DOWN

Description*

[Description   ]

SAVE   CANCEL

e. Certification
    i. NSF Biosketches and Current & Pending documents must be reviewed and certified for each NSF proposal submission.

ii. Once all updates and reviews are complete, download the document as a PDF; A prompt will pop up asking you to certify the information contained in the document, select "Agree"

Certification

VIEW DRAFT   ⬇ DOWNLOAD PDF   ⟵

When the individual signs the certification on behalf of themselves, they are certifying that the information is current, accurate, and complete. This includes, but is not limited to, information related to domestic and foreign appointments and positions. Misrepresentations and/or omissions may be subject to prosecution and liability pursuant to, but not limited to, 18 U.S.C. §§287, 1001, 1031 and 31 U.S.C. §§3729-3733 and 3802.