Pivot Profile Homepage

When you click on the **Profiles** tab at the top of your Pivot homepage you'll be taken to the main profile page, customized for your institution. Here you can do several things including:

- Update your Pivot Profile
- View your institutions profiles, organized by School/College, with the ability to see the profiles for those faculty members.
- Search for profiles in Pivot – either by Quick Search, or by Advanced Search
- Access the Pivot YouTube Channel

How Profile Information is Collected and Maintained

Pivot **Profile** information is added in one of two – either harvested by our editorial team or added/updated by the profile owner directly.

Harvested data: The Pivot profile editing team uses publicly available information sources to build profiles from Universities around the world. The following information, when available, is harvested when profiles are created:

- Name
- Email Address
- Webpages (homepages, pages that list publications, and CV pages)
- Degree Information (institution, degree type, discipline, year)
- Research Interests
- Current academic departmental affiliations (includes role/position)
- Publication information is also collected and linked to your profile by way of an automated proprietary matching algorithm that attempts to link publications to your profile from the following sources:
    o PubMed citation database
    o ProQuest citation databases
    o CSA citation databases
    o ERIC citation database
    o Agricola citation database.
    Together these databases contain over 60 million publications. Only publications that can be "definitively" linked to your profile will be displayed on your profile page.

In addition, addresses and communities are automatically determined and added to profiles. If any of the above information is not available on the faculty webpages, it will not be harvested when the profile is created.

- **Data added by the profile owner**: Once you have claimed your profile, you can provide additional information to what is already listed. See the **Help** section on **Claiming and Updating your Profile** for details on how to do this. In addition to information our editorial team includes, profile owners can update and provide:
    - A .pdf, .doc, .docx, or .txt file with additional publication information
    - Links to webpages with publications (that Pivot will index and make searchable from the Quick and Advanced Search areas)
    - CV Webpages
    - Additional email addresses (current and past)
    - Additional affiliations (current and past)
    - Middle name(s) and initials
    - Expertise and Other Information – free text fields that allow you to add a new or update an existing expertise statement. The other information free text field can be used to provide additional information.

Suggest a Scholar

If you do not find a particular person in a Pivot profile search and believe they should have a profile, you are able to suggest one to our Editorial Team. After running any search, there is a **Let us know** option on the bottom of the results page where you can suggest a scholar be added to Pivot**.**

To Suggest a scholar:

1. Click the **Let Us Know** link from the bottom of any profile search results page. This will direct you to a page where you will enter the name of the faculty member you wish to have added.
2. Once you submit the name information, you will be shown a list of profiles that have already been created that may represent the faculty member you wish to have added.
3. If you find a profile from the list that represents the faculty member you wish to have added, no further steps are required since a profile for that person already exists.
4. If no profiles are returned or none of the profiles from the list represent the faculty member you wish to have added, click the **No Match** button.
5. Clicking the **No Match** button will take you to a page where you will be prompted to enter some basic information about the faculty member you wish to have added. Enter and submit the information.
6. When a profile for the faculty member is created, you will receive a confirmation email from the Pivot profile editorial team.

It takes approximately two weeks for a new profile to be added to Pivot.