
IRIS Manual 3.6

IRIS Helpdesk: iris@nuigalway.ie



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1. Introduction

1.1. What is IRIS

IRIS (Institutional Research Information System) is a user-friendly, intuitive, web-based system that enables researchers and academic staff to create, update and maintain their own web profiles/CV's and showcase their research expertise and research achievements to a global audience. Some features of the system include:

- Pre-filled profile for all academics
- Automatic updates from Web of Science, PubMed etc
- Automatic updates from University systems including HR, Student Registration, Financial, Patent
- Seamless integration with the University's institutional open access repository ARAN
- Feeds for staff profiles on websites
- Multiple options for downloading information for your own use
- Email alerts from IRIS to alert you of any new publications which IRIS has pulled from Web of Science, Pubmed etc into your IRIS profile
- Easy-to-understand and noticeable help hints aid the user with all aspects of IRIS
- Simplified publish your profile to the web
- Automatically defaults any newly added publications (by claiming or input) to 'Show All'/'Select All' in the publish profile section
- By default, all items are sorted in chronological order in the publish profile section

1.2. Getting Help with IRIS

Although IRIS has been designed with ease of use in mind; this manual is provided to assist new users in getting started with creating their web profiles while also providing more in depth information of the system's functionality.

1.3. On Screen Help and Navigation Menu

The figure on the next page shows an overview of IRIS components:

- a) Navigation Menu: The **Main Menu** allows you to navigate between all sections of IRIS.
- b) Help Hints: The **Help Hints** appear on the right hand side of each page highlighted in blue boxes. These handy, easy-to-understand hints, aid the user with all aspects of the system.
- c) Action Column: The **Actions Column** offers you ways to update your Profile information.

For further Information and assistance please contact the research office for support: iris@nuigalway.ie

The screenshot shows the 'Professional' profile page in the IRIS system. A teal navigation bar at the top contains links: Home, Profile, Outputs, Grants, Tools, Reporting, and Administration. The 'Profile' link is highlighted. On the right of the bar, it says 'Logged in as: No'. The main content area is titled 'Professional' and includes a sidebar on the left with 'General Overview' (Professional, Teaching, Research Overview) and 'Refine by Activity Type' (Honours/awards, Professional associations, Patents, Committees, Employment, Education). The main section has two tabs: 'Honours & Awards' and 'Professional Associations'. The 'Honours & Awards' tab is active, showing a message 'There are no records of this type entered into the system' and an 'add' link. To the right of this message is a blue box with instructions: 'To add to this list, click on the add link. To edit existing items, click on the Edit Tool in the Action column.' The 'Professional Associations' tab is also visible, showing a table with two rows of data. Callout 'a' points to the 'Grants' link in the navigation bar. Callout 'b' points to the 'Honours & Awards' tab. Callout 'c' points to the 'Professional Associations' tab.

Professional

General Overview

Professional

Teaching

Research Overview

Refine by Activity Type:

- ☒ Honours/awards
- ☒ Professional associations
- ☒ Patents
- ☒ Committees
- ☒ Employment
- ☒ Education

Honours & Awards

(add)

There are no records of this type entered into the system

Honours & Awards

To add to this list, click on the add link.

To edit existing items, click on the Edit Tool in the Action column.

Professional Associations

(add)

Year	Title	Actions
2019	Test	
2018	Test	

Professional Associations

To add to this list, click on the add link.

To edit existing items, click on the Edit Tool in the Action column.

1.4. Logging In

The URL for IRIS is <https://iris.nuigalway.ie/live/>. Login using your standard Campus Account (UDS) username and password.

The screenshot shows the IRIS login page. The header includes the NUI Galway logo and the text 'IRIS | Institutional Research Information System'. The main content area is titled 'Welcome to IRIS (Institutional Research Information System)' and 'Version 3.6'. Below this, it says 'Login to IRIS using your standard Campus Account (UDS) username and password.' and provides contact information for more details. On the right, there is a 'Login' form with fields for 'Username' and 'Password', and a 'LOGIN' button.

Welcome to IRIS
(Institutional Research Information System)

Version 3.6

Login to IRIS using your standard Campus Account (UDS) username and password.

For more information on IRIS including FAQ's, user manuals etc or if you have any queries or suggestions please contact iris@nuigalway.ie or click on the following link:
<http://www.nuigalway.ie/research-office/online/iris/>

Login

Username

Password

LOGIN

1.5. The Homepage

The **Homepage** of IRIS is a summary of your activities and your profile. It is the first page which you see when you log into the system.

The screenshot displays the IRIS (Institutional Research Information System) homepage. At the top is a teal navigation bar with links: Home, Profile, Outputs, Grants, Tools, and a user icon. The main content area is divided into several sections:

- Your Profile:** Features a profile picture of Prof. Lokesh Joshi, his name, degrees (B.Sc., M.Sc., Ph. D.), and title (VICE PRESIDENT FOR RESEARCH). A bio describes his role as the Science Foundation Ireland appointed Stokes Professor of GlycoSciences at NUI Galway. Below the bio are buttons for 'Publish Profile Now', 'View Published Profile', and 'Download Profile'. A 'Customise' button is also present.
- Search:** A section with a search bar and a 'Search' button, with text indicating it can search for active profiles, research publications, and projects by keyword.
- Favourite Profiles:** A section with a star icon.
- University News:** A section with a RSS icon, showing tweets from @ResearchatNUIG and @NUIGalwayPress.
- Publications That May Be Yours:** A table with 5 rows of publications, each with a 'Yes' or 'No' button for selection.

Year	Source	Title	Authors	A
2018	WOS	A microfluidic fluidized bed to capture, amplify and detect bacteria from raw samples	Alexandre, L;Pereiro, I;Bendali, A;Tabnaoui, S;Srbova, J;Bilikova, Z;Deegan, S;Joshi, L;Viomy, J;Malaquin, L;Dupuy, B;Descroix, S	<input type="checkbox"/> Yes <input type="checkbox"/> No
2018	WOS	A microfluidic fluidized bed to capture, amplify and detect bacteria from raw samples	Alexandre, L;Pereiro, I;Bendali, A;Tabnaoui, S;Srbova, J;Bilikova, Z;Deegan, S;Joshi, L;Viomy, J;Malaquin, L;Dupuy, B;Descroix, S	<input type="checkbox"/> Yes <input type="checkbox"/> No
2018	WOS	Bovine glycomacropeptide promotes the growth of Bifidobacterium longum ssp infantis and modulates its gene expression	O'Riordan, N;O'Callaghan, J;Butto, L;Kilcoyne, M;Joshi, L;Hickey, RM	<input type="checkbox"/> Yes <input type="checkbox"/> No
2018	WOS	Bovine glycomacropeptide promotes the growth of Bifidobacterium longum ssp infantis and modulates its gene expression	O'Riordan, N;O'Callaghan, J;Butto, L;Kilcoyne, M;Joshi, L;Hickey, RM	<input type="checkbox"/> Yes <input type="checkbox"/> No
2018	WOS	Structure and N-acetylglucosamine binding of the distal domain of mouse adenovirus 2 fibre	Singh, AK;Nguyen, TH;Vidovszky, MZ;Harrach, B;Benko, M;Kinwan, A;Joshi, L;Kilcoyne, M;Berbis, MA;Canada, FJ;Jimenez-Barbero, J;Menendez, M;Wilson, SS;Bromme, BA;Smith, JG;van Raaij, MJ	<input type="checkbox"/> Yes <input type="checkbox"/> No

There are three main sections to the **Homepage**:

Your Profile

This contains the summary information which is kept on the system.

- By clicking on View Published Profile, you will get a preview of what your profile looks like on your institute's website.
- By clicking on Download Profile, your profile is downloaded as a Microsoft Office file.

Search Profiles

Allows you to Search your colleagues profiles and or publications by keyword.

Publications That May Be Yours

This section automatically displays publications which might be authored by yourself.

2. User Preferences

Click on **User Preferences** on the **Main Navigation Menu** on the top right hand side of the screen (the settings icon beside LOG OUT). The page has four sections which help you to establish your Profile:

List of Author Names:

If you have Author names and aliases, enter them in the text box and press Add.

If you want to remove a name, click on the delete button in the Action column.

Search Keywords:

IRIS can track publications and people which may be of interest to you. Enter keywords and press Add to add to the list. If you want to remove a name, click on the X in the Action column.

Select Profile Theme(s):

Selecting a profile theme will allow your profile to appear on theme-specific departmental and institute listings webpages.

Receive Alerts:

Select 'Yes' if you would like to receive alerts from the system, including reminders of unclaimed publications, and other communications from the system administrator. This is the recommended option.

Automatically Add Publications:

Select Yes if you would like IRIS to automatically default any newly added publications (by claiming or input) to 'Show All'/'Select All' in the publish profile section. Please note that this will not automatically re-publish your profile but will eliminate the need to select newly added items for publishing.

User Preferences

This page contains configuration settings for your profile.

List of Author Names

Name	Actions
Joshi	
joshi, lokesh	

Add the author name you use when publishing:

Search Keywords

Keyword	Actions

Add a new search Keyword:

Author Names

Add all your author name aliases you use when publishing (e.g. O'Brien C) so IRIS can search external systems and internal co-authored publications that may be yours.

Search Keywords

Enter keywords to allow easy display of publications and profiles on IRIS and on the web.

Profile Themes and Alert Settings

Select Profile Theme(s):*

Biomedical Science and Engineering

- ☐ Infection and Immunology
- ☐ Medical Devices & Connected Health
- ☐ Cancer Biology, Diagnostics and Therapeutics
- ☐ Immunodiagnostics & Therapeutics
- ☐ Health & Independent Living
- ☐ Neurosciences
- ☐ Regenerative Medicine & Developmental Biology

Informatics, Physical and Computational Sciences

- ☐ Data Analytics & Future Networks
- ☐ Applied Photonics & Medical Physics
- ☐ Astronomy & Physical Sciences
- ☐ Mathematics
- ☐ Modelling & Applied Mathematics

Environment, Marine and Energy

- ☐ Built Environment & Smart Cities
- ☐ Energy
- ☐ Marine & Coastal Processes
- ☐ Climate Change
- ☐ Environment Health
- ☐ Biodiversity & Bioresources

Select Profile Themes

Selecting a profile theme will allow your profile to appear on theme-specific listings and also on the 'Find A Supervisor' webpage: <http://www.nuigalway.ie/findasupervisor/>

Receive Alerts

Select "Yes" if you would like to receive alerts from the system, including reminders of unclaimed publications, and other communications from the system administrator (Recommended).

Select "No" if you do not want to receive emails, reminders or alerts from the system.

Automatically Add Publications

Select Yes if you would like the system to automatically add any publications that you claim (or input) to your profile definition. Please note that this will not automatically re-publish your profile

3. Profile

3.1. General Overview

This page allows you to change your Profile details. The three sections are:

Contact Information

The Contact Information section allows you to add and edit your details, either by clicking on the (add) and (edit) link, or by selecting the links in the Action columns. When you click on the (add) link, you are brought to a page where you can amend the following details:

- Position
- Telephone, Email and Web
- Address

When you update your details, press Save at the bottom of the page.

This information is listed in a table which can be deleted by using the delete link in the **Actions** column.

Please note you primary Contact Details are imported from CORE HR system, and cannot be changed in IRIS.

Biography

The Biography section, on the **General Information** page gives you a summary of you biography. To edit it, press the (edit) link and you are brought to the screen below. You can update and format your details with the text editor and press Save.

The screenshot shows the 'Vidatum Academic 3.6' interface. The top navigation bar includes 'Home', 'Profile' (selected), 'Outputs', 'Grants', 'Tools', 'Reporting', 'REF', 'Administration', and a 'Log Out' button. The left sidebar has 'General Overview' (selected), 'Professional', 'Teaching', 'Research Overview', and 'Activity Map'. The main content area is titled 'Update Biography' and contains a text editor with placeholder text. The text editor has a toolbar with 'Normal text', 'Bold', 'Italic', 'Underline', and other formatting options. A 'Save' button is at the bottom right.

When updating your biography, you can include links, images, along with the standard format details. This formatting will appear in your Profile on your institution's website.

Profile Picture

The Profile Picture section allows you to upload a JPEG or GIF image file with a maximum size of 500k. Click on Choose File to select your image and then press Save.

Images must be in JPG or GIF format (JPG is preferred for photographs) and the file size must be less than 500K. Images from digital cameras must be scaled down by using an image-editing software. You can download several image-editing programs for free (e.g. GIMP, Google Picasa).

3.2. Professional Profile

The **Professional** section contains nine categories which cover all areas of your professional life:

- Honours & Awards
- Professional Associations
- Patents & Licensing Agreements
- Committees
- Employment
- Education
- Consultancy
- Outreach Activities
- Reviews and Other Professional Activities

When you click on the (add) or (edit) link for each category, you can update your information accordingly.

In the Action column you can edit the list by clicking on the edit link in the Action column.

Vidatum Academic 3.6

[Home](#)
[Profile](#)
[Outputs](#)
[Grants](#)
[Tools](#)
[Reporting](#)
[REF](#)
[Administration](#)

[Log Out](#)

General Overview
Professional
Teaching
Research Overview
Activity Map

Refine by Activity Type:
☒ Honours/Awards
☒ Professional associations
☒ Patents
☒ Committees
☒ Employment
☒ Education
☒ Languages
☒ Consultancy
☒ Outreach
☒ Reviews
☒ Other professional activities

Professional

Honours & Awards

[Add](#)

Year	Title	Actions
2017	Sample Award 2017	
2017	SEMTA Skills Innovation of the Year 2017 Awards	
1993	Award Title	

Professional Associations

[Add](#)

Year	Title	Actions
2016	association	

Patents & Licensing Agreements

[Add](#)

Year	Patent	Title	Actions
2010	PTNT123	Sample Patent	

Committees

[Add](#)

Year	Committee	Actions
2016	AUG-03 Opto-Instant, SPIE regional meeting, Dublin	
2014	26th Annual Symposium of the Microscopical Society of Ireland	

Employment

[Add](#)

Year	Employer	Position	Actions
2004	Vidatum Technologies	Chief Technology	

Education

[Add](#)

Year	Institution	Qualification	Actions
2011	Ohio University	Degree Name	

Honours & Awards

To add to this list, click on the add link.

To edit existing items, click on the Edit Tool in the Action column.

Professional Associations

To add to this list, click on the add link.

To edit existing items, click on the Edit Tool in the Action column.

Patents & Licensing Agreements

To add to this list, click on the add link.

To edit existing items, click on the Edit Tool in the Action column.

Committees

To add to this list, click on the add link.

To edit existing items, click on the Edit Tool in the Action column.

Employment

To add to this list, click on the add link.

To edit existing items, click on the Edit Tool in the Action column.

Education

To add to this list, click on the add link.

To edit existing items, click on the Edit Tool in the Action column.

When updating your **Professional Qualifications**, click on the **(Add)** link in any category; you are brought to a page where you can input mandatory * and optional fields.

Vidatum Academic 3.6 Home **Profile** Outputs Grants Tools Reporting REF Administration Log Out

General Overview

Professional

Teaching

Research Overview

Activity Map

Edit Honours and Awards

Mandatory Fields

Award Title *

Year *

Month *

Awarding Body *

Optional Fields

Reason

URL

Cancel Save

Honours and Awards

Please enter the details in the specific fields and press Save.

Please note: some fields are Mandatory and some are Optional.

3.3. Teaching Profile

The **Teaching** section contains four categories which cover your teaching background:

- Teaching Interests
- Modules Co-ordinated
- Current Postgraduates
- Recent Postgraduates

In each category you can update your information by clicking on the (add) or (edit) link. In the Action column you can edit the list by clicking on the edit link.

Vidatum Academic 3.6 Home **Profile** Outputs Grants Tools Reporting REF Administration Log Out

General Overview

Professional

Teaching

Research Overview

Activity Map











Teaching Activities

Teaching Interests [\(edit\)](#)

Undergraduate teaching:

- 4th year lecture courses on: Fluorescence Spectroscopy & Microscopy.
- 3rd year lecture courses on: Rotational and Vibrational spectroscopy, Quantum Chemistry, X-Ray Fluorescence, thermal analysis, and techniques for surface analysis..
- 2nd year lecture courses on: Spectroscopy, Applied Spectroscopy, and Chemical Equilibrium.
- ... [read more](#)

Modules Co-ordinated [\(add\)](#)

Term	Module ID	Title	Actions
2011/12	FIN1711	Custody & Registration	 
2010/11	MIS3703	Business IS Analysis & Design	 
1976	Tulips	Yeah Yeah	 
2000	Life Science	Life Science	 
2001	Math	Math	 

5 << < 1 of 1 > >>

Current Postgraduates

Student	Degree Type	Primary
---------	-------------	---------

Teaching Interests

This section contains your teaching interests.

Click on the Edit link to update your teaching interests.

Modules Coordinated

This section contains a list of the modules which you coordinate in your institution.

Current Postgraduates

This section contains a list of postgraduates that are currently teaching. This list cannot be edited and is retrieved directly from the student information system

The Current Postgraduates contains a list of all your current postgraduate students. ***Please note this information is pulled from the Yearly Progress Reports submitted from each college. If there is a record missing from this page, please contact the Helpdesk at iris@nuigalway.ie immediately for clarification.***

3.4. Research Profile

The **Research Information** section contains four categories:

- Research Interests
- Research Projects
- Contract Researchers
- Collaborators

In each category you can update your information by clicking on the (add) or (edit) link.
 In the Action column you can edit the list by clicking on the edit link.
 In the Action column you can view an item by clicking on the view icon.

The **Research Projects** information is populated by the institution's Finance System and cannot be changed here.

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[General Overview](#)
[Professional](#)
[Teaching](#)
[Research Overview](#)
[Activity Map](#)

Refine by Type of Information:

- ☒ Research Interests
- ☒ Research Projects
- ☒ Contract Researchers
- ☒ Collaborators

Research Information

Research Interests
[\(edit\)](#)

historyLorem ipsum dolor sit amet, consectetur adipiscing elit. Ut sodales, erat quis ornare faucibus, nisi enim consectetur diam, at lobortis turpis risus eget mi. Ut augue purus, tempor in sagittis et, sollicitudin eu est. Praesent sollicitudin

u nisi mattis eget imperdiet felis pharetra. Sed pretium libero ut est semper id sagittis risus mollis. Curabitur in urna quam, rhoncus consequat felis. Nulla a est risus. In sem quam, scelerisque eu auctor ut, fringilla sit amet felis. Sed id... [read more](#)

Research Interests
[Click on Edit to update your Research Interests.](#)

Research Projects

Year	Title	Actions
2007	'Twelfth Night: Shakespeare in Performance'. Monograph for Manchester University Press	

Research Projects
 This section is divided into funded and non funded projects. The funded projects will be pulled automatically from PT. You are required to complete the non funded section.

Contract Researchers
[\(add\)](#)

Researcher	Project Title	Role	Actions
test add	test	Co-Investigator	
Joe Bloggs	Test Project	PhD Student	

Contract Researchers

Collaborators
[\(add\)](#)

Type	Name	Company	Role	Actions
Internal	211979457	test\		
External	test	test	tester	
Internal	merp			

Collaborators

Please note the Research Projects table is populated by Agresso and cannot be changed here.

4. Publications

Publications is under Outputs in the Main Menu.

To add a publication to your Profile, click on the **Add Publications** link in the Sub Menu. Here you can:

- Reject Publications
- Claim Publications
- Manually Add Publications

Vidatum Academic 3.6 Home Profile **Outputs** Grants Tools Reporting REF Administration Log Out

View Publications
Add Publications
Manage Impact
Bulk Actions
Awaiting Review

Add New Publications

Show Deleted / Rejected: ☐ Display: -- Show All --

Claiming Publications
The list below contains publications which may be yours. You may claim or reject these publications by selecting the individual row and clicking on the appropriate button below.
If you would like to recover a publication you previously rejected, please tick the "Show Deleted / Rejected" tick box above.

Other Publication

<input type="checkbox"/>	Year	Source	title	Authors	
<input type="checkbox"/>	2014	WOS	Modernity, Community, and Place in Brian Friel's Drama 🔍	Trench, R;Cullen SC.	<div>Yes</div> <div>No</div>
<input type="checkbox"/>	2013	WOS	Development of the FRAX model for Ireland 🔍	Johannsen, H;McCloskey, E;Kanis, J;Whelan, B;Cullen SC.	<div>Yes</div> <div>No</div>

Peer Reviewed Journal

<input type="checkbox"/>	Year	Source	title	Authors	
<input type="checkbox"/>	2014	WOS	Influence of Chemical, Mechanical, and Thermal Pretreatment on the Release of Macromolecules from Two Irish Seaweed Species 🔍	Vanegas, C;Hernon, A;Bartlett, J;Cullen, SC.	<div>Yes</div> <div>No</div>
<input type="checkbox"/>	2010	WOS	A Controlled Evaluation of a Prison-Based Sexual Offender Intervention Program 🔍	Carr, A,Murphy, P;Cotter, A	<div>Yes</div> <div>No</div>

Reviews

<input type="checkbox"/>	Year	Source	title	Authors	
<input type="checkbox"/>	1987	WOS	THE BURDEN OF CARE - THE IMPACT OF FUNCTIONAL PSYCHIATRIC-ILLNESS ON THE PATIENTS FAMILY 🔍	FADDEN, G;BEBBINGTON, P;KUIPERS, L;Cullen, SC.	<div>Yes</div> <div>No</div>

Reject Publications **Claim Publications**

Search Online Sources
If the publication you would like to add is not present on this screen, you can search for it in multiple online repositories.

[Search Online Sources](#)

Not Found? Add Publications Manually
If you still haven't found the publication you're looking for, you may add it manually.

[Manually Add Publication](#)

Import / export Publications?
If you have a file (Bibtex, EndNote) with your publications, or would like to export your publications to a file.

[Import / Export](#)

4.1. Rejecting Publications and Claiming Publications

The system is initially pre-populated with all your publications from previous research information systems where possible. These publications will appear on this page. You should initially review these publications for completeness and accuracy.

To reject a publication, tick the item in question and then press Reject Publication. To claim a publication, tick the item in question, and then press Claim Publication.

4.2. Manually Adding a Publication

To manually add a publication, click on the Manually Add Publication link at the bottom of the screen.

The screenshot shows the 'Add / Edit Book Details' form in the Vidatum Academic 3.6 system. The interface includes a top navigation bar with links for Home, Profile, Outputs (selected), Grants, Tools, Reporting, REF, and Administration, along with a Log Out button. A left sidebar contains a 'View Publications' section with links for Add Publications, Manage Impact, Bulk Actions, and Awaiting Review. The main form area is divided into 'Mandatory Fields' and 'Optional Fields'. The 'Mandatory Fields' section includes: Publication Type (dropdown menu set to 'Book'), Publication Source(s), Authors (text input), Year (text input), Month (dropdown menu), Publication Title (text input), Publisher (text input), Publisher's Location (text input), Status (dropdown menu set to 'In Press'), and Peer Reviewed (checkbox). The 'Optional Fields' section includes: Search Keyword (text input), Abstract (text input), Edition (text input), ISBN / ISSN (text input), Editors (text input), and URL (text input). Two informational boxes on the right provide guidance: 'Publication Type' states that users can select or change the type of an existing publication, and 'Mandatory Fields' instructs users to enter details in the mandatory fields and press Save, noting that optional fields are not required.

Select one of nine types of publication:

- Book
- Book Chapter
- Conference Contribution
- Conference Publication
- Edited Book
- Other Journal
- Other Publication
- Peer Reviewed Journal
- Published Report

The fields marked * are mandatory and cannot be left blank.

When the details are complete click on Save to add your selection to your profile. When you have entered a publication, you can see it listed in its specific category by clicking on the View Publications link in the sub menu.

Vidatum Academic 3.6 Home Profile **Outputs** Grants Tools Reporting REF Administration Log Out

View Publications

- Add Publications
- Manage Impact
- Bulk Actions
- Awaiting Review

Publications

Below is a list of all your published work. In each category, you can Edit or Delete an entry by clicking on the respective icons in the Actions column. To add a new publication, please click on "Add A Publication". To Import or export publications to/from your profile, please click on "Import / Export".

Books

Year	Source	Title	Authors	Actions
2009	SCOPUS	Contemporary political theorists in context	Cullen, SC; Isaacs, Stuart S; Sparks, Chris C.	
2004	SCOPUS	Political theorists in context	Cullen, SC; Isaacs, Stuart S.	

Book Chapters

Year	Source	Chapter Title	Authors	Title	Actions
2013	SCOPUS	The political background to and social impact of Ireland's "economic bailout"	Cullen SC.	Ireland: Economic, Political and Social Issues	
2008	SCOPUS	Microbial Ecology of Autothermal Aerobic Digestion (ATAD): Diversity, Dynamics and Activity of Bacterial Communities Involved in Treatment of a Municipal Wastewater	Cullen, SC; McCusland, Claran C; Bartlett, John J; Pembroke, Tony Tony T.T.	Modern Multidisciplinary Applied Microbiology: Exploiting Microbes and Their Interactions	
2006	SCOPUS	What farmers' markets say about the post-organic movement	Cullen, SC.	Sociological Perspectives of Pioneer to Policy	

Books Edited

There are no records of this type entered into the system

Peer-Reviewed Journals 82

Year	Source	Journal	Authors	Title	Actions
2010	PUBMED, SCOPUS	Journal of Psychosocial Oncology	Carr A;	A controlled trial of group cognitive behavior therapy for Irish breast cancer patients.	



Click on the Spanner icon to edit an entry.



Click on the X to delete an entry.



This icon means that the publication has yet to be uploaded to the repository.



This icon means that the publication has started the upload to repository process.



This icon means that the publication is in the Institutional repository ARAN. To start the upload process, click on the green rectangle icon.

The repository process is an optional process. To start the upload process, click on the **Claim Publications** button.

5. Publish Profile/CV

To manage your profile select **Tools** in the **Main Menu**.

5.1. Publish Profile

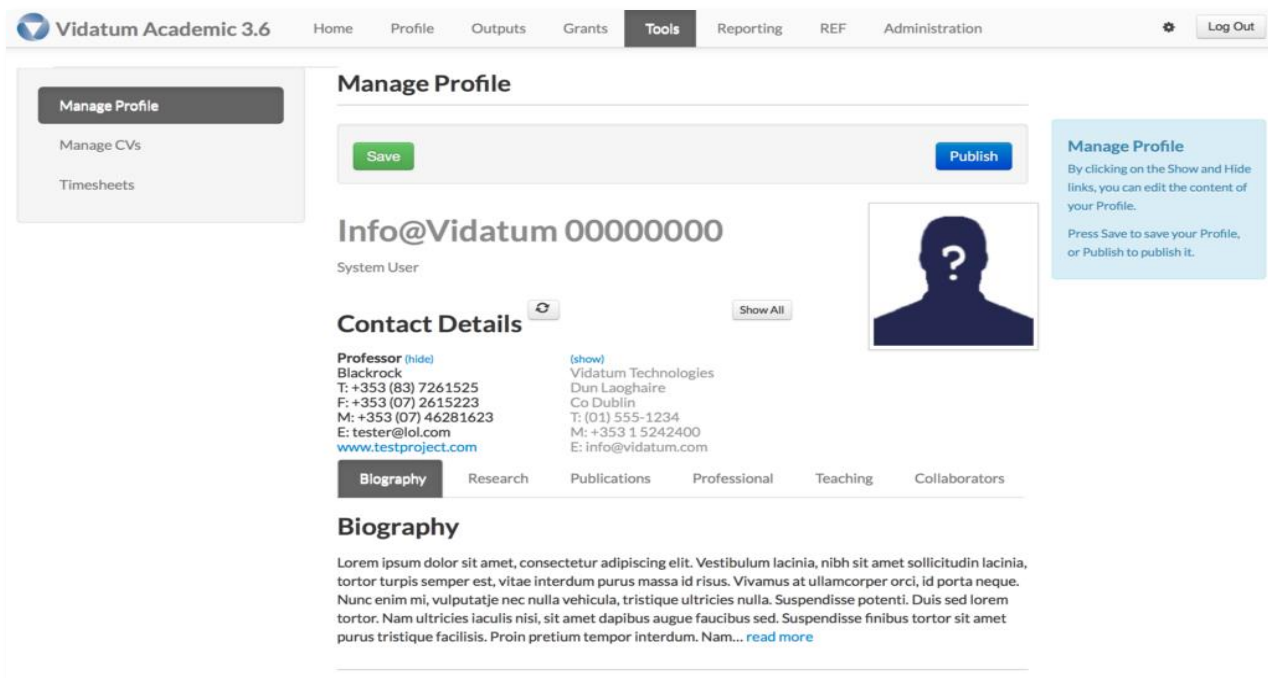
Under the Manage Profile link in the sub menu you can develop your profile and publish it to your institution's website. Along with your Contact Details, there are six categories which you can select in order to build up your profile.

- Biography
- Research
- Publications
- Professional
- Teaching
- Collaborators






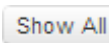
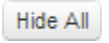
By default, all your information that is on the System will be included in your Profile. To exclude information, click on the (hide) link. Alternatively, click on the (show) link to add information to your Profile.

Helpful Hints

*You can only add or remove items from your Profile in this section. To edit the contents of each category, you must do so in their respective sections. Also, your primary Contact Details are imported from CORE HR system, and cannot be changed in **IRIS**.*



Editing Profile Details:

- By default, all your information that is on IRIS will be included in your Profile. To exclude information, click on the [Hide](#) link. Alternatively, click on the [Show](#) link to add information to your Profile.
- By default, any newly added publications (by claiming or input) are defaulted to [Show](#).
- By default, all items are sorted in chronological order.
- You can only add or remove items from your Profile in this section. To edit the contents of each category, you must do so in their respective sections.
- When you are managing your Profile, you can order the information which you see on screen by clicking on the following links:
-  The *Move* icon allows you to re-order your list times. Please note: when new entries are added, the order of your list items may change.
-  The *Up Arrow* allows you to move a sub-section up.
-  The *Down Arrow* allows you to move a sub-section down.
-  The *Refresh* icon will check the system to see if any publications relating to you have been added.
-  The *Globe* icon is a DOI link to an outside service.
- The *Details* link gives you further information on individual publications.
-  The *Show All* icon will add all the information in this sub-section to your Profile.
-  The *Hide All* icons will hide all the information in this sub-section to your Profile.
- The *Hide All* button will hide all the information in this sub-section to your Profile.

Save

When you are finished with your Profile, click on Save to save it to the system. If you want to publish your Profile to your institute's website, click on Publish.

Publish

If you want to publish your Profile to your institute's website, click on [Publish](#).

5.2. Manage CV

Under the Manage Profile link in the sub menu you can create and manage existing CVs. To create a new CV, enter the name of the CV and press **Add**. Once the CV has been created, it will appear in **Your CVs**. To add content to your CV, click on the **Edit** button and you will be brought to the **Build CV** section. This page is similar to the **Manage Profile Section**.

The screenshot shows the 'Manage CVs' page in the Vidatum Academic 3.6 system. The top navigation bar includes links for Home, Profile, Outputs, Grants, Tools (active), Reporting, REF, and Administration, along with a Log Out button. The left sidebar contains 'Manage Profile', 'Manage CVs' (selected), and 'Timesheets'. The main content area is titled 'Manage CVs' and features an 'Add New CV' section with a text input field labeled 'Enter CV Name:' and an 'Add' button. Below this is a table titled 'Your CVs' with columns for 'CV Name' and 'Actions'. The table lists three CVs: 'CV One', 'Friday', and 'TuesdayCV', each with 'Edit' and 'Download' buttons. To the right of the table are two informational boxes: 'New CV' (prompting to enter a new CV name and press Add) and 'Your CVs' (explaining the 'Edit' and 'Download' actions).

CV Name	Actions
CV One	Edit Download
Friday	Edit Download
TuesdayCV	Edit Download

By default, all your information that is on the System will be included in your Profile. To exclude information, click on the (hide) link. Alternatively, click on the (show) link to add information to your Profile. When you are managing your **CVs**, you can order the information which you see on screen by clicking on the following links:

When you are finished with your Profile, click on Save to save it to the system. If you want to publish your Profile to your institute's website, click on Publish.

Helpful Hints

You can only add or remove items from your Profile in this section. To edit the contents of each category, you must do so in their respective sections. Also, your primary Contact Details are imported from another System, and cannot be changed in IRIS.





















When you are finished with your CV, click on Save to save it to the system. If you press Publish you will

be given the option to download the CV to Microsoft Word. Likewise, if you return to the Manage CVs page, the same option appears when the Download button is pressed.

6. User Interface Tools

6.1. Actions

The Actions column contains links that allow you to perform tasks.

Icon	Action
	Edit Entry – <i>will allow you to make changes to the entry</i>
	Delete Entry – <i>will delete the entry</i>
	View Entry – <i>will allow you to view the entry</i>
	User – <i>will allow you to view the approval status</i>
	Print – <i>will allow you to print the entry</i>
	Download – <i>will allow you to download an attachment</i>
	Under Review
	Approved
	Merge – <i>will allow you to de-duplicate the journals having the same title</i>
	Approve – <i>will allow you to approve an entry</i>
	Log in as – <i>will allow you to log in as ...</i>
	Send
	Attributes – <i>will show attributes</i>
	Checkbox – <i>selected (select any number)</i>
	Checkbox – <i>not selected</i>
	Radio Button – <i>selected (mutually exclusive/select one only)</i>
	Radio Button – <i>not selected</i>
	Start Uploading – <i>the publication to the repository</i>
	View and Complete – <i>view the uploaded attachments and complete the repository submission</i>
	Approval Pending – <i>the publication has been uploaded and repository approval is pending</i>

6.2. Buttons

On this page you can click on:

Submit to submit your completed form

Save to record the entered information for completion at a later time

Cancel to cancel your Intent to Submit