

Quick Reference Guide to Editing Research Information (Researcher Profile)

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Editing your Research information

1. To add and / or edit a description of your Research, firstly login to your profile.

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RESEARCH	IER PROFILES
	●Login
Find a r	researcher
Researcher name	
Search by first a	and/or last name

2. Select the **My Research** tab from the Home Page (Mostly, it will be selected by default as the first tab). Click the **My Research** link to edit.

I am an English naturalist and geologist best known for my contributions to evolutionary theory. I have established that all species of life have descended over time from common ancestors, and in a joint publication with Alfred Russel Wallace introduced my scientific theory that this branching pattern of evolution resulted from a process we have called natural selection, in which the struggle for existence has a similar effect to the artificial selection involved in selective breeding. I published my theory of evolution with compelling evidence in my 1859 book On the Origin of Species, overcoming scientific rejection of earlier concepts of transmutation of species. In modified form, my scientific discovery is the unifying theory of the life sciences, explaining the diversity of life.

In 1871, I examined human evolution and sexual selection in The Descent of Man, and Selection in Relation to Sex, followed by The Expression of the Emotions in Man and Animals. My research on plants has been published in a series of books, and in my latest research, I examine earthworms and their effect on soil.

My Research	Career	Publications	Grants and Funding	Teaching
Supervision	Profession	al Activities	Contact	
		Edit <u>N</u>	<u>My Research</u>	



3. The Edit Profile page will open on the Edit window. Enter your data manually or copy paste data from other sources in the **My Research** text editor.

Note: The Edit page can also be used to edit other fields of Grants and Funding, Teaching and Supervision.



4. Once you have completed your entry, scroll to the bottom of the edit page and select Save.

Note: The Cancel option will close the Edit window without saving changes.





5. The **My Research** area will now appear updated on the Home Page with a Status message confirming.



To make any subsequent updates or changes, simply repeat the process as described above.



Adding an image to My Research

1. Select the **My Research** tab from the Home Page (Mostly, it will be selected by default as the first tab). Click the **My Research** link to edit.

followed by The Expre books, and in my lates	ssion of the Em t research, l exa	otions in Man and An amine earthworms an	imals. My research on plants ha d their effect on soil.	s been published in a series of
My Research	Career	Publications	Grants and Funding	Teaching
Supervision	Profession	al Activities	Contact	
		Edit <u>M</u>	<u>ly Research</u>	

2. In the My Research Text Editor Menu bar, Select the Image icon.

My Re	esear	rch			
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3. The following window will pop up. Click Choose File to Browse and upload your image. A short description can be entered in **Alternative Text** and alignment can be changed if required. Select **Save** once you're uploaded your image.

Insert Image X
Image * Choose File No file chosen
Short description of the image used by screen readers and displayed when the image is not loaded. This is important for accessibility.
Align
None Left Center Right
Caption
Save



4. This is how it will appear in the Editing window



5. Scroll to the bottom of the page and select **Save**.



6. A confirmation will appear on your Researcher Profile landing page



7. Your image has now been added to your My Research tab.

My Research	Career	Publications	Grants and Funding	Teaching
Supervision	Profession	al Activities C	ontact	
		Edit <u>M</u>	<u>v Research</u>	
 Geospias magslasstria. Geospias parrula. 	 Georgias fortia. Certhidea olivanta. 			



Adding an online video to My Research

1. Select the **My Research** tab from the Home Page (Mostly, it will be selected by default as the first tab). Click the **My Research** link to edit.

followed by The Expre books, and in my lates	ssion of the Em at research, l exa	otions in Man and Ani amine earthworms an	mals. My research on plants ha d their effect on soil.	s been published in a series of
My Research	Career	Publications	Grants and Funding	Teaching
Supervision	Profession	al Activities C	Contact	
		Edit <u>M</u>	<u>y Research</u>	

2. Select the 'Play' icon

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3. The following window will pop up. This window also allows your online video URL to be added and the default settings to be adapted for your video if you wish. Enter your URL into the **Video URL** field and **Save.**





4. This is how it will appear in the Editing window



5. Now scroll to the bottom of the page and select **Save**.



6. A confirmation will appear on your Researcher Profile landing page





7. Your video has now been added to your My Research tab.



8. To delete the video, go back into your window editor, click on the image of the video and use the Delete key on your keyboard

Note:

The Video Embed window has Autoplay set by default. This can be deselected if required.

Similarly, the Video Embed window also has **Responsive Video** set by default which allows the video to adapt to the size of the screen used by the audience. This too can be deselected if required.

Video Embed X
Video URL*
https://youtu.be/f9Ue47YmZG8
SETTINGS
🗹 Autoplay
Autoplay the videos for users without the "never autoplay videos" permission. Roles with this permission will bypass this setting.
🖉 Responsive Video
Make the video fill the width of it's container, adjusting to the size of the user's screen.
Save



Text Editor icons explained

The Edit page allows the addition of free text to your profile. It provides a rich text edit environment with the following toolbars enabling formatting and presentation of text as required.





