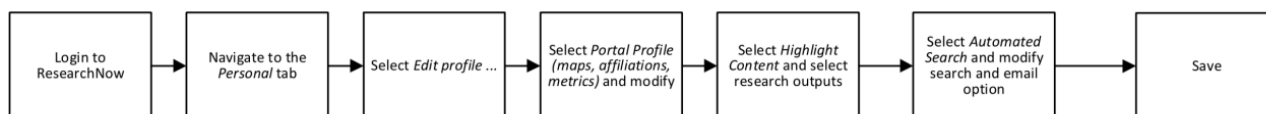


Overview

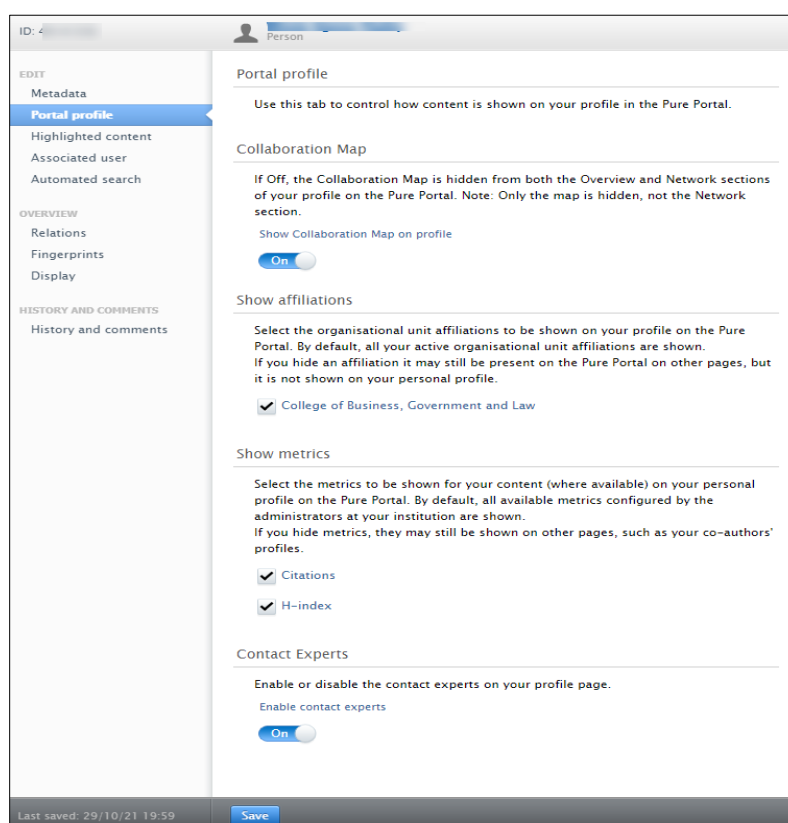
This guide shows HDR students how to further improve your profile, and the effect on the ResearchNow Portal.

Process



Steps

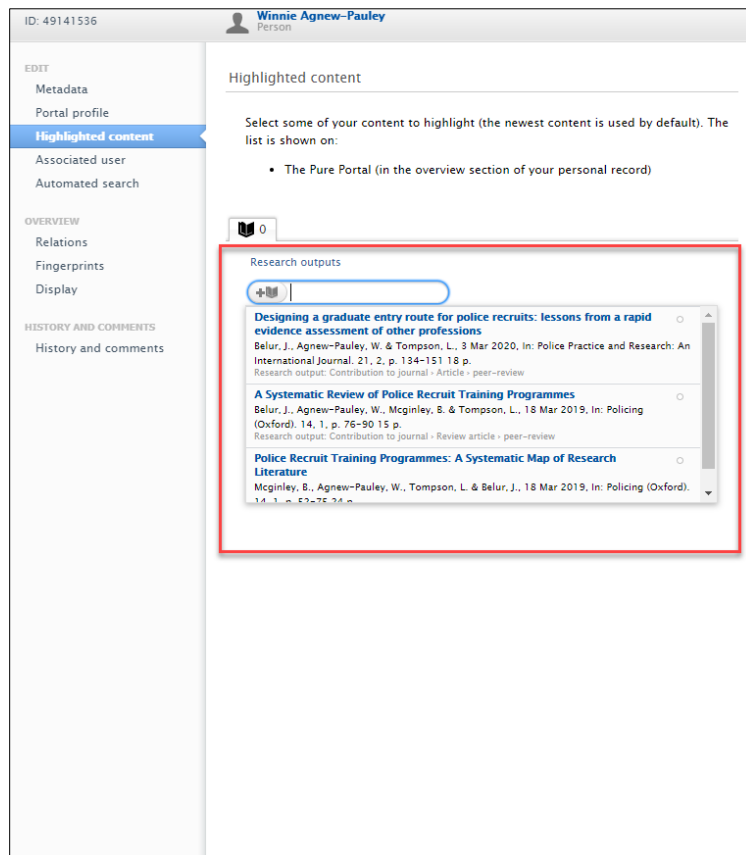
1. Login to ResearchNow.
2. Navigate to *Personal* tab on top menu bar
3. Select *Edit profile...* A pop-up appears.
4. Select *Portal profile* in the left-hand pane.



1. You can modify three elements of your portal profile: *Show collaboration map on profile*, *Show affiliations* and *Show metrics*. These provide dynamic displays of your collaborations and institutions and your research output metrics (H index and citations),

By default the collaboration map is turned on, the affiliation is set to your primary organization unit and the metrics are visible

5. Select *Highlighted content* in the left left-hand pane.
 1. Select the tab of the content type to highlight content from.
NOTE: At the moment there is only one usable tab (Research outputs) but in future other options will be added.
 2. Select the + icon to open a search bar.



3. Type in the search bar for content.
4. Choose the correct item by selecting on the list.
5. Reorder publications by using the arrow buttons.
6. Remove items using the – (minus) button.
NOTE: Once you have selected five objects for a content type, you won't be able to search for more until you remove some!
6. Select **Save** at the bottom of the pop-up.