Research Portal: FAQs

What information from my Pure profile will be shown in the new Research Portal?

Your name, school and college will always show in your profile. If added to Pure, your ORCID, photograph, biography, Qualifications, research interests, education, Professional Qualifications and Willingness to take PhD students will also show in the portal. Your Publications, activities, research projects and datasets will be linked to your profile page in Portal.

Will my date of birth be visible to everybody who views my Researcher profile?

No it will not. Only the personal information noted above will be shown.

I already maintain a profile on the University or an external website; do I still need to update my Pure/ Portal profile?

Your Pure/ Portal profile is not currently linked to the University or external sites and as such, will not update from there. It is possible to add links to Pure which will then display in the portal. Please follow the steps below:

Step 1: Login to Pure and click 'Edit Profile' on your Personal overview tab.

Step 2: Scroll down and select 'Add link'

Step 3: A text box will appear. Enter or paste you're your link into the box. Click 'Create' to save the link.

Step 4: Ensure you click save at the bottom of the page.

How do I make an output or project confidential?

We understand there are certain pieces of research that should not be openly available and you are able to restrict access to both output records and projects. If you are undertaking research where you have committed to a privacy clause or is sensitive it is still important that you record outputs on PURE, however, these can be restricted to ensure that they are not searchable.

Step 1: Open the record

Step 2: Click on the visibility drop down on either the document or at the bottom of the page.

Step 3: Select the appropriate level of visibility.

Step 4: Ensure you click save at the bottom of the page.

Which of my publications/ output records will show on the Portal?

Any publications or records added to Pure will be visible on the Portal and documents will be available to download once the embargo period has ended.

If a record is confidential or of a sensitive nature you may wish to restrict access, guidance on doing so can be found above.

How do I add or change my photo in Portal?

It's possible to add or change your photo in portal by changing your photo in Pure. Please follow the steps below:

Step 1: Login to Pure and click 'Edit Profile' on your Personal overview tab.

Step 2: Scroll down and select 'Add file…'

Step 3: Select your file and click 'Create'. You can change the selected file by selecting 'Replace' and selecting an alternative.

Step 4: Ensure you click save at the bottom of the page.

How do I add my ORCID to the Portal?

Step 1: Login to Pure click 'Edit Profile' on your Personal overview tab.

Step 2: Select Create or Connect your ORCID ID.

Step 3: This will direct you to the ORCID site; sign in if you already have an account and register if not.

Step 4: Follow the prompts in the authorisation screen, once complete you'll be directed back to your Person Editor screen.

Step 5: Remember to click Save at the bottom of the page.

Do I need to change the way I add my publications to Pure?

The process of adding publications to Pure remains the same, as does the validation process. It's an excellent idea to consider how healthy your data is though. Guidance on this can be found at
https://intranet.birmingham.ac.uk/collaboration/pure/documents/public/Outputs%20healthcheck.pdf

How do I demonstrate a relationship between publications and other records? e.g. Activities

Pure is able to show how research activity at the University links together. You can help develop this by adding relations between your outputs, activities and projects etc. If your output is the result of funding, or linked to an activity or impact you have created in PURE you should create relations between the records.

Step 1: Open the publication record.

Step 2: Scroll down to 'Relations' and select the appropriate icon.

Step 3: Search for your project or activity and select.

Step 4: Ensure you click save at the bottom of the page.

Information in a publication of mine is incorrect, how do I fix this?

Login to Pure, open the record and make the changes you require. Once finished, click 'Save' and the record will be sent to the Library team to be validated.

There's a publication in my list which isn't mine, how do I fix this?

All you need to do is disclaim it. In the research outputs screen hover over the output that you want to disclaim, click on the cog and select disclaim content.

Do I need to add a record of my Activities to Pure?

At present we are in the process of upgrading the Activities module in Pure so there's no need right now. Once launched, Pure users will be notified and activities can then be added. If you already have activities in Pure there's no need to worry as these will be transferred over.

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Will the Portal eventually link with the University website?

The launch of the Research Portal is only Phase 1 of the project to link with the website. Once launched, further developments and improvements will be considered to build on existing functionality and connectivity.

How do I know my Pure profile is ready for the Portal?

Please view the document entitled 'Research Portal: Is your Pure profile ready?' where guidance can be found on all aspects you may need to consider when preparing your profile. A check list can also be found at
https://intranet.birmingham.ac.uk/collaboration/pure/using-pure/research-portal/Portal-checklist

Where can I get more help?

Guidance on all aspects of Pure and Portal can be found at
https://intranet.birmingham.ac.uk/collaboration/pure/using-pure/

We will also be running a number of drop-in clinics, details of which can be found in the Pure webpages at
https://intranet.birmingham.ac.uk/collaboration/pure/using-pure/research-portal/Drop-in-clinics

You can also contact the Planning Team at pure@contacts.bham.ac.uk.