*Note:* This report is intended to provide a solid starting point for your NSF Biographical Sketch, based on the data you are currently collecting in Activity Insight. Additional manual entries within this report may be necessary to fully comply with NSF reporting requirements.

Screen: ***NSF***

Items: All records

|  |
| --- |
| NSF BIOGRAPHICAL SKETCH |

|  |  |  |
| --- | --- | --- |
| **[Last Name], [First Name] [Middle Name]** | [Building Where Your Office is Located] [Office Room Number] | [Your Organization] |

E-mail: [E-Mail Address]

# Professional Preparation

Screen: ***Education***

Items: All records

|  |  |  |
| --- | --- | --- |
| [Institution], [Location of Institution] | [Emphasis/Major] | [[Degree] or [Explanation of "Other"]], [Year Completed] |

# Appointments

Screen: ***Academic, Government, Military and Professional Positions***

Items: All records

[Title/Rank/Position], [Organization]. ([Start Month Start Day, Start Year - End Month End Day, End Year]).

# Products

## Products most closely related to proposed project:

Screen: ***NSF*** > ***Publications and Patents*** > ***Intellectual Contributions***

Items: All records

Criteria:

1.***Current Status*** is one of: "*Submitted*", "*Accepted*", "*In Press*", "*Published*" and position of the item is less than or equal to 5.0

Screen: ***NSF*** > ***Publications and Patents*** > ***Intellectual Property (e.g., copyrights, patents)***

Items: All records

Criteria:

1.position of the item is less than or equal to 5.0

[list of [**Authors/Editors/Translators**] as "[Last Name], [F. N.] [M. N.]"] ([Year Published]). [Title of Contribution.] In [list of [**Authors/Editors/Translators**] as "[F. N.] [M. N.] [Last Name]"] [(Ed.),(s.),)] *[Title of Larger Work]* ([Issue Number/Edition ed., vol. Volume, pp. Page Numbers or Number of Pages])[.] [City and State of Journal/Publisher]: [[Journal/Publisher/Proceedings Publisher]][.] [Web Address]

[list of [**Inventors**] as "[Last Name], [F. N.] [M. N.]"], [Patent or Copyright], "[Patent Title]", [Patent/Copyright Number/ID], [Patent Type], [Patent Nationality], [If Patent Cooperation Treaty, List Nations], [If patent has been licensed, to whom?], [If patent has been assigned, to whom?]. (submit: [Month Submitted to University Day Submitted to University, Year Submitted to University], application: [Month of Patent Application Day of Patent Application, Year of Patent Application], approve: [Month Patent Approved Day Patent Approved, Year Patent Approved], license: [Month Licensed Day Licensed, Year Licensed], renewal: [Renewal Month Renewal Day, Renewal Year]).

## Other significant products:

Screen: ***NSF*** > ***Publications and Patents*** > ***Intellectual Contributions***

Items: All records

Criteria:

1.***Current Status*** is one of: "*Submitted*", "*Accepted*", "*In Press*", "*Published*" and position of the item is greater than 5.0 and position of the item is less than or equal to 10.0

Screen: ***NSF*** > ***Publications and Patents*** > ***Intellectual Property (e.g., copyrights, patents)***

Items: All records

Criteria:

1.position of the item is greater than 5.0 and position of the item is less than or equal to 10.0

[list of [**Authors/Editors/Translators**] as "[Last Name], [F. N.] [M. N.]"] ([Year Published]). [Title of Contribution.] In [list of [**Authors/Editors/Translators**] as "[F. N.] [M. N.] [Last Name]"] [(Ed.),(s.),)] *[Title of Larger Work]* ([Issue Number/Edition ed., vol. Volume, pp. Page Numbers or Number of Pages])[.] [City and State of Journal/Publisher]: [[Journal/Publisher/Proceedings Publisher]][.] [Web Address]

[list of [**Inventors**] as "[Last Name], [F. N.] [M. N.]"], [Patent or Copyright], "[Patent Title]", [Patent/Copyright Number/ID], [Patent Type], [Patent Nationality], [If Patent Cooperation Treaty, List Nations], [If patent has been licensed, to whom?], [If patent has been assigned, to whom?]. (submit: [Month Submitted to University Day Submitted to University, Year Submitted to University], application: [Month of Patent Application Day of Patent Application, Year of Patent Application], approve: [Month Patent Approved Day Patent Approved, Year Patent Approved], license: [Month Licensed Day Licensed, Year Licensed], renewal: [Renewal Month Renewal Day, Renewal Year]).

# Synergistic Activities

Screen: ***NSF*** > ***Synergistic Activities*** > ***Intellectual Contributions***

Items: All records

Screen: ***NSF*** > ***Synergistic Activities*** > ***Other Activity***

Items: All values

[list of [**Authors/Editors/Translators**] as "[Last Name], [F. N.] [M. N.]"] ([Year Published]). [Title of Contribution.] In [list of [**Authors/Editors/Translators**] as "[F. N.] [M. N.] [Last Name]"] [(Ed.),(s.),)] *[Title of Larger Work]* ([Issue Number/Edition ed., vol. Volume, pp. Page Numbers or Number of Pages])[.] [City and State of Journal/Publisher]: [[Journal/Publisher/Proceedings Publisher]][.] [Web Address]

[Other Activity]

# Collaborators and Other Affiliations

## Collaborators and Co-Editors

Screen: ***Intellectual Contributions*** > ***Authors/Editors/Translators***

Items: All rows

Criteria:

1.***Report End Date minus 4 year(s)*** to ***Report End Date*** overlaps with ***Record Start Date*** to ***Record End Date*** (Includes ongoing and undated records)

[[First Name] [Middle Name/Initial] [Last Name] ([Institution/Company])]

Total Collaborators: 1

## Graduate Advisors and Postdoctoral Sponsors

Screen: ***Education*** > ***Advisor Information***

Items: All rows

Criteria:

1.***First Name***, ***Middle Name/Initial***, ***Last Name*** at least one has a value

[First Name] [Middle Name/Initial] [Last Name] ([Institution], [Location of Institution])

Total Sponsors: 1

## Thesis Advisor and Postgraduate-Scholar Sponsor

Screen: ***Directed Student Learning (e.g., theses, dissertations)*** > ***Student Information***

Items: All rows

Criteria (is one of):

1.***Involvement Type*** contains the text "*Dissertation*" and ***Report Start Date*** to ***Report End Date*** overlaps with ***Record Start Date*** to ***Record End Date*** (Includes ongoing and undated records) and ***Student First Name***, ***Student Last Name*** at least one has a value

2.***Involvement Type*** contains the text "*Doctoral*" and ***Report Start Date*** to ***Report End Date*** overlaps with ***Record Start Date*** to ***Record End Date*** (Includes ongoing and undated records) and ***Student First Name***, ***Student Last Name*** at least one has a value

3.***Involvement Type*** contains the text "*Master*" and ***Report Start Date*** to ***Report End Date*** overlaps with ***Record Start Date*** to ***Record End Date*** (Includes ongoing and undated records) and ***Student First Name***, ***Student Last Name*** at least one has a value

4.***Involvement Type*** is one of: "*Postdoctoral Research Supervision*", "*Postdoctoral Supervision*" and ***Report End Date minus 5 year(s)*** to ***Report End Date*** overlaps with ***Record Start Date*** to ***Record End Date*** (Includes ongoing and undated records) and ***Student First Name***, ***Student Last Name*** at least one has a value

[Student First Name] [Student Last Name] ([Student's Home Department])

Total Graduate Advisees: 1

Total Postdoctoral Sponsorships: 1