

Global Profiles - GENIUS

Global Expertise Network for Industry, Universities and Scholars

GENIUS is a web-hosted database that allows you to set-up a profile to promote your research activity and expertise to the rest of the world.

Members of academia and industry are able to search **GENIUS** for free to locate potential research partners and view curriculum-vitae related information on investigators or companies of interest.

The profiles on **GENIUS** are used to interface with the **SPIN** database to facilitate daily ‘matchmaking’ of research opportunities (this is the **SMARTS** system). Matched programs are emailed to the researchers on a daily basis.

GENIUS allows searching on:

- Keywords (as selected from the SPIN keyword thesaurus)
- Research interests (free-text search based on abstracts entered by investigators)
- Institution/Organization
- Country
- Award type
- Applicant type
- Geographic restrictions
- Sponsor type

GENIUS is user-controlled – the above fields are not essential, you decide what is included in your profile and what is not.

Matching and Alert System - SMARTS

SPIN Matching and Researcher Transmittal System

SMARTS is the email-alert module of the **SPIN** database. The investigator profile information provided in **GENIUS** is used for matching with the **SPIN** database and the resulting program information is batched and emailed to researchers on a daily basis in either summary or complete form.

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Getting Started with *GENIUS/SMARTS*

GENIUS and *SMARTS* is best accessed from UQ via:

<http://www.uq.edu.au/research/rid/grants-apply-online-smarts>

or via UQ Library databases:

<http://www.library.uq.edu.au/database/>

The University of Queensland subscription to GENIUS is restricted to University staff and students only. For this reason, it is advisable that you access GENIUS by either of the access points listed above. No authentication should be required if you are coming from the UQ network – either on campus or using UQ as your ISP.

If you are using a non UQ ISP you will have to authenticate using your UQ login details or UQ Library PIN. If you do not have a Library PIN or need help with it, assistance can be found at:

<http://www.library.uq.edu.au/iad/pins.html>

Searching for a *GENIUS* Profile

There are two search modes in *GENIUS*, quick and advanced. The ‘quick search’ feature is the default one.



The screenshot shows the GENIUS search interface. At the top, there is a banner with the text 'infoEd International' and 'United States Patent Application'. Below the banner are navigation tabs: 'Find Funding', 'Locate Experts', 'Funding Alerts', 'My Portal', 'Home', and 'Help'. The 'Locate Experts' tab is selected. Below the tabs is a search bar with a 'Search' button and a link to 'Advanced Search'. Below the search bar are three columns of radio button options: 'Database', 'Search', and 'Results'.

Database	Search	Results
<input type="radio"/> US	<input checked="" type="radio"/> Keywords	<input checked="" type="radio"/> 25
<input type="radio"/> Canada	<input type="radio"/> Research	<input type="radio"/> 50
<input type="radio"/> UK	<input type="radio"/> Patents	<input type="radio"/> 75
<input checked="" type="radio"/> Australia	<input type="radio"/> Publications	<input type="radio"/> 100
<input type="radio"/> Worldwide		

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Quick Search

1. Type in your search word(s) in the free text box.
2. Using the **Database** checklist, you can choose to search overseas databases. An overseas database will include programs that are associated with that particular country, and/ or are not geographically restricted.
3. Specify which fields you would like to search on:
 - **Keywords**: search within the keywords on a researcher's profile
 - **Research**: search within the researcher's research interests and areas of expertise
 - **Patents**: search within the listed patents on researcher's profiles
 - **Publications**: search within the listed publications on researcher's profiles.
4. Use the **Results** pick list to limit the number of results being listed per page.
5. Click the **Search** command button to run the quick search.

Advanced Search

An advanced search option is available by clicking on the **Advanced Search** link on the **GENIUS** start page.

Advanced Search [Return](#)

Full Profile Search **Research Interests**

[using Keywords](#) [in Department](#)

Search Options

Return results per page.

Database

- Local
- US
- Canada
- UK
- Ireland
- Australia
- Worldwide

Select the database you wish to search. The default one – **Local** – will only search the profiles of other UQ researchers for example. Clicking on one of the other databases will change the configuration of the search screen and give you the option of searching on six possible categories. A hyperlink above a box indicates that a pick list of selections is associated with that search category, and that free-text searching is not permitted on that field.

TIP: Do not enter information into all search fields simultaneously. Filling in too many fields will restrict search results. When search criteria are set in multiple categories within a search, a criterion from each category must be satisfied in order to produce a search result.

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Clicking on **using Keywords** will bring up a controlled list of keywords you can choose from. Hold down the Ctrl key to make multiple selections. As with the *SPIN* database, you have the option of viewing/selecting pre-defined sets of keywords grouped by major subject area.

Placing a tick next to a major subject heading will select all keywords within that subject area. Or, you can click on the subject-heading link to see a list of keywords in that area, allowing you to make specific selections within it.

If you are uncertain where to find a particular keyword you can use the keyword search box to locate it.

To progressively save your keywords, click on **Select** – your selected keywords will be listed at the bottom of the screen. Once you are happy with your selections click on **Return**.

All of the keywords selected will be linked by "OR" logic.

Running/Reconfiguring your Search

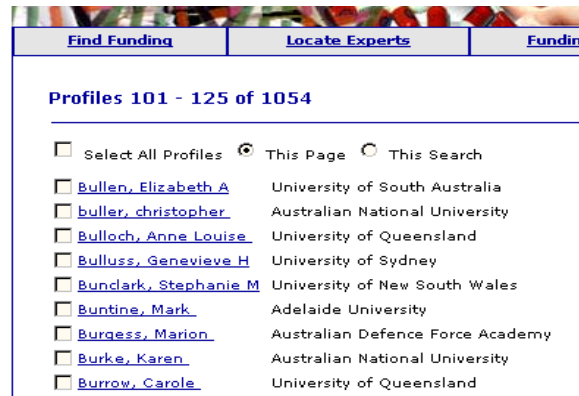
The command buttons at the bottom of the **Advanced Search** screen will allow you to:

- **Clear** - This option should only be used if you wish to discard all search criteria. Otherwise, use View Criteria/Delete Items or Delete Items to remove criteria.
- **Run** - to run the search criteria.
- **Edit** - Use this one to remove criteria from the search without clearing out the entire search. Select the terms to be removed by checking off the checkbox next to the item, or selecting the Check All option. Click **Delete** when finished.

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Viewing Search Results

To individually view a researcher's profile, simply click on their name from the results list.



Building Reports from Search Results

You can build a report from your search results if you would like to print or save them to file.

Place a tick next to any profiles you would like to include. You also have the option of selecting all profiles by checking the option **Select All Profiles** near the top of the results page.

GENIUS allows you the flexibility to choose the viewing formats:

- **Full:** This format captures all of the fields in a **GENIUS** profile
- **Custom:** You can personalize your format by specifying which fields you would like to include. Click **Save** when you have made your selections.

TIP: The GENIUS database is user-controlled; investigators fill out only information they want entered into the database. Therefore, some fields may contain no information.

The next step is to choose the **Destination** option. You can either

- **Display to Browser** – whereby your selected profiles will display in a new browser window and you will be able to print them using your browser's print command; or
- **Save to File** - whereby your results will be downloaded as a .rft Word file.

Click the **Build** command button to activate.

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Creating a GENIUS Profile

To create your SMARTS/GENIUS Profile, select the **My Portal** link in the menu bar at the top of the screen. This will take you to the **InfoEd eRA Portal** page. Click on **Get Profile** to begin.

InfoEd eRA Portal Streamlining Electronic Research Administration

Back Log Out

Get Profile

Home
Login
» Get Profile
SPIN
GENIUS

Get Profile Login

Step 1... Select your State

Continue

- **Select your State:** in the list provided. Click on *Continue*.
- **Select your Institution:** from the next list then click *Continue*.
- **Select your Profile:** You can use the ‘Set’ button to determine if you already have a profile. You will not have a profile unless you have set one up in the past.
 - **Profile Not Found in List:** If you do not have a profile, tick this box to create a new one.
 - Enter your name details and email address.

InfoEd eRA Portal Streamlining Electronic Research Administration

Back Log Out

Get Profile

Home
Login
» Get Profile
SPIN
GENIUS

Get Profile Login

Step 1... Select your State
Queensland

Step 2... Select your Institution
University of Queensland

Step 3... Select your Profile
 Profile Not Found in List

Last Name
First Name
Middle Name
Email Address
Primary Department Set

Continue

- Select your Primary department by using the ‘Set’ button and locating your Centre or School alphabetically.

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- Click on **continue**. An account will be created and your Login information will be sent to your email address. Please follow the instructions it contains to access your account.

Updating an Existing Profile

To update your existing *SMARTS/GENIUS* profile, go to **My Portal** and enter your login details. Once entered, this will bring you to the *Profile Summary* page.

NOTE: If you do not remember your username and/or password, or get an "Access Denied" message after submitting them, please contact Diana Cassidy on 53786 or d.cassidy@research.uq.edu.au

Profile Summary Page

Back Save Log Out Help | Profile > General

NOTE: Mandatory fields are marked with a red asterisk (*).

Personal

Messages

Profile

» General

Advisees

Appointments

Backups

Biosketch

Certifications

Collaborators

Courses Taught

Creative Activities

Custom Category

Education

Employment

Honours & Awards

More...

Calendar

Contacts

Find Funding

CV Database

Projects

Help

Administration

Name and Contact Information

Salutation

First

Middle

Last

Suffix

Degrees

Title

Email

Email Format

Phone

Fax

Image

GAMS ID

Commons ID

Employee ID

Check In History

Other Profile Data

Profile Status

Web Page (URL)

Status

Appointment Date

Academic Rank

Citizenship

Citizenship Status

Titles

Departments

Primary Department

Locations

Primary Address


Address Type

Address

Select the **General** category to enter your general administrative information and user preferences.

- Complete your *Name* (middle initial, if desired), *Suffix* (3 to 5 characters), *prefix/salutation* (ie. Dr, Mr, Ms. - up to 5 characters) and *Degrees*.
- Add your contact address details if desired.
- Your *School/ Centre* (called Department by the system) should appear in the next field; please verify that it is correct. You may add more than one Department if desired.

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- *Image*: You can upload a .gif or .jpg image into your profile using the  Upload button.
- *Employee ID*: There's no need to include your staff number – you can ignore this field.

Status	<input type="text"/>
Title	<input type="text"/>
Email	<input type="text" value="d.ford@research.uq.edu.au"/>
Web Page (URL)	<input type="text"/>
Phone	<input type="text"/>
Fax	<input type="text"/>
Appointment Date	<input type="text" value="28-Jan-1966"/>
Citizenship	<input type="text" value="Australian Citizenship"/>
Citizenship Status	<input type="text"/>
Academic Rank	<input type="text"/>

Position(s)		
<input type="checkbox"/> Adjunct Faculty	<input checked="" type="checkbox"/> Investigator	<input type="checkbox"/> Staff
<input type="checkbox"/> Administrative Only	<input type="checkbox"/> IRB Member	<input type="checkbox"/> Student

Roles and Responsibilities In Portal		
Assigned Roles	System	Department

Security	<input type="button" value="Set"/>
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Username **DeborahF**

- *Title*: Your position title in the University of Queensland.
- Your *Email* address: This is the address that **SMARTS** matching notifications will be sent to (see below).
- *Web page (URL)*: You may create a link to you own research-related website here if you wish.
- *Phone* and *Fax*: for contact purposes.
- *Appointment date*: This defaults to the same date and is not important to the function of **GENIUS** if you do not wish to correct it.
- *Citizenship status*: assumes you are a US citizen so you can ignore this field.
- *Academic Rank*: Select your rank from the list (or select the “blank” if none apply).
- *Positions*: This defaults to Investigator when you create your profile.
- *Roles and Responsibilities in Portal*: You will not have any assigned roles in the Portal.
- *Security*: Use the ‘Set’ button to change your *username* and *password*.

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Finding Funding

This section includes two options.

- The **SPIN** link will take you to the *SPIN* search page so that you can search for funding opportunities.
- The **SMARTS** link will allow you to determine your *SMARTS* criteria. *SMARTS* is an email alert system that will send you new funding opportunities from the *SPIN* database that match criteria that you set here.

Back Save Log Out Help | Find Funding

Personal	Find Funding
Messages	
Profile	
Calendar	
Contacts	
>> Find Funding	SPIN Funding opportunity database
SPIN	SMARTS Funding opportunity e-mail alert service
SMARTS	
CV Database	
Projects	
Administration	

SMARTS Preferences

This is where you will go to configure your email alert criteria; your *SMARTS* matches.

- Indicate whether you would like to receive *SMARTS* output; the default is **Yes**.
- Indicate whether you would like to receive your alerts as
 - One alert per email, with the program title as the email subject heading; or
 - All 'hits' batched into one email per day.
- Indicate if you would like *SMARTS* to restrict your matches to sponsors located in Australia. The default here is "No."
- Indicate whether you would like the output in: **Full Program** or **Summary** format.
- **Full Program** format will give you the full program details.
- **Summary** format will give you a shorter report including:
 - • Sponsor Name • SPIN Program Number • Title • E-mail address • URL • Synopsis • Deadline Dates • Link to full SPIN Program.

Click on "**Save**" when you have finished.

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Keywords

Click on the **Keywords** option to take you to a controlled list of keywords – this is configured the same way as the keywords feature in *SPIN*.

Select the terms that best describe your areas of interest. *SMARTS* will match these terms against opportunities listed in *SPIN* each day. These keywords will also allow other users in the world of R&D to locate your *GENIUS* profile.

The screenshot shows the 'Keywords' management page. At the top, there are navigation links: Back, Save, Log Out, and Help. The breadcrumb trail is 'Find Funding > SMARTS > Keywords'. The left sidebar contains a menu with sections: Personal (Messages, Profile, Calendar, Contacts), Find Funding (SPIN, SMARTS, Preferences, Keywords, Award Types, Geographical Restrictions, Locations Tenable), CV Database, Projects, Help, and Administration. The main content area is titled 'Keywords' and features an alphabetical index (0-9, A-Z). Under the 'Education' category, a list of keywords is shown in a scrollable box, with a 'Select' button to the right. To the right of this list is another list of subject areas with checkboxes: Agriculture, Education, Energy, Engineering, Geographical, Humanities, Law, Management and Commerce, Medicine, Other, Science and Technology, and Social Sciences. Below the scrollable list is a search box with a 'GO' button. Further down, there is a question 'How would you like your SMARTS Keywords to match?' with radio buttons for 'Exact' (selected) and 'Hierarchical'. At the bottom, there is a 'Selected Keywords' section with a 'Remove' button and a list of keywords with checkboxes: Acoustic Waves, Applied Electronics, Audiology, Noise Reduction, and Orchestral Music.

Your selected keywords will appear in the bottom section of the screen.

You have the option of getting *exact* matches or *hierarchical* matches in the *SMARTS* matching process.

Exact Matches: If you elect to include a major subject area by placing a tick next to, for example **LAW**, your search will only match on programs that have this actual keyword coded.

Hierarchical Matches: If you elect to include a major subject heading by placing a tick next to it, in this case your search will match on all of the keywords that fall within that major subject area. Hierarchical matches are only possible when you have included a parent term (ie. major subject area, in CAPS) in your keywords.

Editing your keywords

To delete any of your selected keywords - place a tick in the adjacent box and click on the **Remove** button at the right-hand end.

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Award Types

Select the **Award Types** category to define the type of funding opportunities you would like to receive matches on. If you do not make any selections here, by default, ALL award types will be included in your **SMARTS** hits.

- Make your selections and be sure to select as many awards here as you might be interested in. Click on **Add** when you have finished.

The screenshot shows the 'Award Types' configuration page. On the left is a navigation menu with categories: Personal, Find Funding, and Administration. The 'Find Funding' section is expanded to show 'Award Types'. The main content area has a breadcrumb trail: 'Find Funding > SMARTS > Award Types'. Below the breadcrumb are icons for Back, Save, Log Out, and Help. The page is divided into three sections: 'Selected Award Types' (with a 'Remove' button), 'No Award Types Selected' (with explanatory text), and 'Available Award Types' (with an 'Add' button). Under 'Available Award Types', there is a list of award types starting with 'ALL' and a list of letters for filtering. A scrollable list of award types is shown below, including: Capital Construction/Renovation, Centers, Research/Service, Challenge Grant, Collaborative Project, Computer Infrastructure/Networks, Conference--Attend, Conference--Host/Conduct, Cooperative Research and Development Agreement (CRADA), Curriculum Development, and Demonstration/Evaluation.

Geographical Restrictions

Select **Queensland** and **No Restrictions**. This will retrieve all schemes that have no restrictions on eligibility criteria, as well as those schemes that are available to Queensland researchers only. Click on **Add** when you have finished.

The screenshot shows the 'Geographical Restrictions' configuration page. On the left is a navigation menu with categories: Personal, Find Funding, and Administration. The 'Find Funding' section is expanded to show 'Geographical Restrictions'. The main content area has a breadcrumb trail: 'Find Funding > SMARTS > Geographical Restrictions'. Below the breadcrumb are icons for Back, Save, Log Out, and Help. The page is divided into three sections: 'Selected Geographical Restrictions' (with a 'Remove' button), 'Available Geographical Restrictions' (with an 'Add' button), and a list of available geographical restrictions. Under 'Selected Geographical Restrictions', there is a text prompt and two radio buttons: 'NO RESTRICTIONS' and 'QUEENSLAND'. Under 'Available Geographical Restrictions', there is a list of letters for filtering and a scrollable list of geographical regions: AUSTRALIAN CAPITAL TERRITORY, NEW SOUTH WALES, NORTHERN TERRITORY, SOUTH AUSTRALIA, TASMANIA, VICTORIA, and WESTERN AUSTRALIA.

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Locations Tenable

Select all countries/ regions where you are interested in carrying out your project. If you make no selections, by default, ALL will be used in **SMARTS** matching. Click **Save** when finished making selections.

[Back](#) [Save](#) [Log Out](#) [Help](#) | [Find Funding](#) > [SMARTS](#) > **Locations Tenable**

Personal	Locations Tenable
Messages	Select all the countries/regions where you are interested in carrying out your project. If you make no selections, 'ALL' will be used in SMARTS matching.
Profile	
Calendar	
Contacts	
Find Funding	<input type="checkbox"/> African/South African/Sub-Saharan African Institution
SPIN	<input type="checkbox"/> Antarctic/Arctic/Polar Regions
SMARTS	<input type="checkbox"/> Any/No Restrictions
Preferences	<input type="checkbox"/> Asian Institution
Keywords	<input type="checkbox"/> Australian Institution
Award Types	<input type="checkbox"/> Canadian Institution
Geographical Restrictions	<input type="checkbox"/> Central/Eastern European Institution
>> Locations Tenable	<input type="checkbox"/> Danish Institution
CV Database	<input type="checkbox"/> European Institution
Projects	<input type="checkbox"/> Indian Institution
Administration	<input type="checkbox"/> Irish Institution
	<input type="checkbox"/> Israel Institution

CV Database

Clicking on the *CV database* link will take you to the **GENIUS** search page.

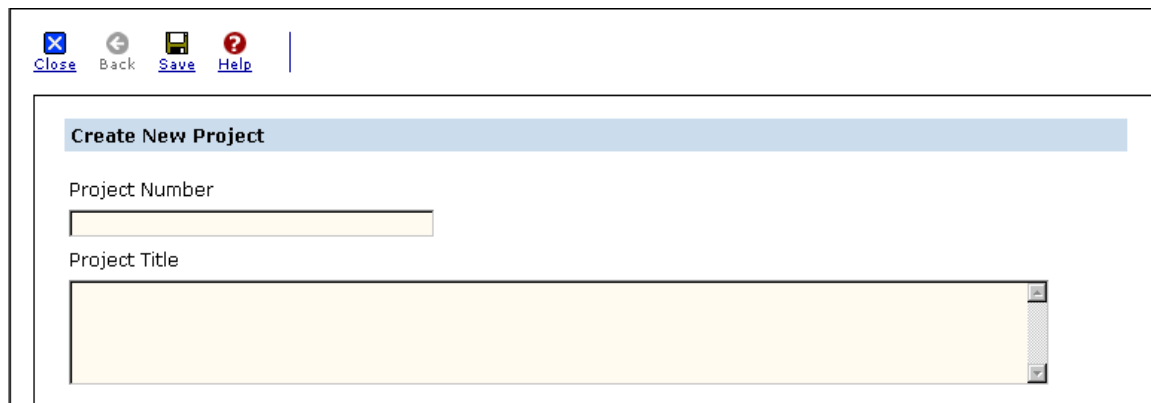
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Projects

You can add details of your past and current research projects to your profile using the **Projects** link. Click on the **Create New** button to enter the details.



When creating a new project include a Project Number as well as the Title and click **Save** before closing the window.



Logging Out

Please remember to log out of the system by clicking on **Log Out**. This will tell our server that you have completed working on your profile and will enable you to access it again at any point in time without possibility of contention.

Further Help

For more detailed help refer, to the help function provided by InfoEd. Otherwise contact Stephen Colhoun at the Research and Research & Innovation Division on 53786 or imu@research.uq.edu.au

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