



## Pivot (Formerly Community of Science)

The University of New England pays for access to Pivot for access by all members of our community. Initial access is based on setting up an account (username, password). Once you've set up an account, you can access it from anywhere by logging in.

NOTE: Community of Science became Pivot in early 2012 and we are still working out our administrative access and how best to use the system. As we learn about their process, we will get the word out to faculty, but Pivot will be a very strong addition to funding search resources.

To begin, drive your webbrowser on over to:

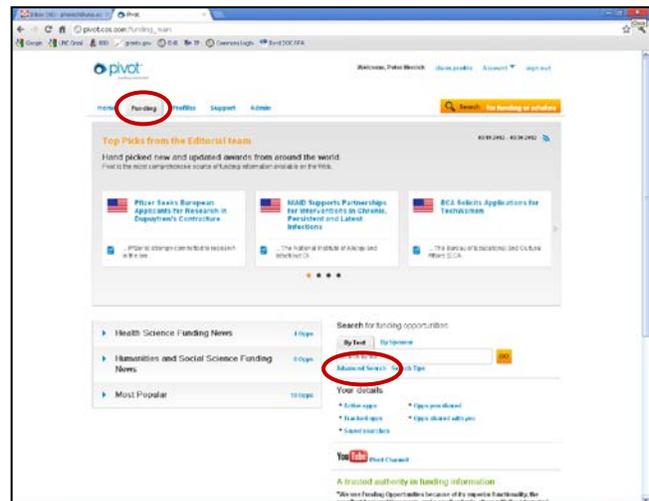
<http://pivot.cos.com/>

In the top right hand corner, click "Sign up" and follow instructions. This will set up an account for you.

Once you have an account and log in, there will be four options across the top left corner of your screen. Click on "Funding" (in oval).

Then you'll see towards the bottom right a Search window. Click "Advanced Search" and follow Pivot instructions.

NOTE: you should also set up a "Profile" if you do not already have one (they set up some automatically). Next to "Funding", click "Profiles" and do a search. If you can't find yourself, towards the bottom of any search page is place to click "Suggest a Scholar". Use that to suggest yourself and, once they've set up the profile, you will need to "claim" it, but then you can fill it out with your papers and expertise and Pivot should be able to identify potential funding sources based on that information and send it to you. Stay posted as we'll be doing some trainings on this as we learn more.



Note the words in red “More Search Fields” under the initial search boxes. Clicking on any of these will open up more options.

Click on “**Activity Location**” and you’ll that category of search box appear:

Select Maine from that drop-down list, and several options appear. If you select “unrestricted” along with Maine, you’ll eliminate places that will only give money to organizations in, say, California.

You can select similar options under the other Search Fields, and also EXCLUDE options below, which can be useful if you’re getting lots of hits that are due this week.

Once you have set these the way you want, go ahead and put your search topic terms into the boxes at the top, decide whether you want to search “All Fields”, “Abstract”, “Title”, or “Sponsor” in the drop down box to the left, and hit SEARCH at the bottom of the screen.

### **Getting Too Many Hits**

You may find that you hit way, way too many options feasibly to sort through. If you are hitting more than 50 (or 100, or 200, or whatever you have energy to sort through), come back here and try other search terms or change the Search Fields. Sometimes it is useful to sort through the first handful of returned items to see what sorts of things you are catching that you don't want to catch. Are you getting lots of things that require European Union member state citizenship? Are you getting lots of \$2-3,000 items when you need over \$250,000 (or vice-versa)? Tweak the Search Fields to eliminate those and narrow your search and search again.

## Sorting through your Hits

Your hit list will show 25 to the page. At the top right corner, the total number of hits will be shown so you know how big your list is. The list only shows the title, sponsor, deadline, and amount, but to find out more, **hover** your mouse over the Grant Title and you'll see a popup box with details, like this:

The screenshot shows a search results interface. On the left, there are several filter categories: Top Sponsor Types (Federal, U.S.: 69; Other Nonprofit: 33; Professional Society or Association: 24; Private Foundation: 15; Academic Institution: 6), Top Funding Types (Research: 69; Training or Scholarship or Fellowship: 43; Program or Curriculum Development or Provision: 24; Prize or Award: 21; Collaboration or Cooperative Agreement: 17), Top Requirements (PhD or MD or Other Professional: 78; Academic Institution: 67; Nonprofit: 59; Small Business: 47; Commercial: 45), and Top Keywords (Marine and Ocean Sciences: 48; Oceanography: 23; Atmospheric Sciences: 23; Marine Ecology: 22; Engineering: 21). The main table lists 11 grants. The first grant, 'Watershed Research Internship', has a popup box open over its title. The popup contains an abstract, eligibility requirements, and a URL. The table columns are: Grant Title, Sponsor, Deadline, and Amount. The table is sorted by 'R' (Relevance) and shows 1-25 of 157 results.

	R	Grant Title	Sponsor	Deadline	Amount
1.	****	<input type="checkbox"/> Watershed Research Internship	institute	continuous	<a href="#">see record</a>
2.	**	<input type="checkbox"/> MERI Education Internships	institute	continuous	<a href="#">see record</a>
3.	**	<input type="checkbox"/> Fellowships	science	Jan 31, 2011	<a href="#">see record</a>
4.	**	<input type="checkbox"/> AMSA Allen International Student	ciation	Feb 28, 2011	<a href="#">see record</a>
5.	**	<input type="checkbox"/> Marine Fisheries	ucille m	continuous	<a href="#">see record</a>
6.	**	<input type="checkbox"/> Need-Based Scholarships for Sho	iences	Apr 16, 2010	<a href="#">see record</a>
7.	**	<input type="checkbox"/> Challenger Medal	ience	Jan 31, 2011	<a href="#">see record</a>
8.	**	<input type="checkbox"/> Marine Geology and Geophysics	(F) (D) (F)	Feb 15, 2011	<a href="#">see record</a>
9.	**	<input type="checkbox"/> Chemical Oceanography - PD 98-109	Directorate for Geosciences (OCE) Division of Ocean Sciences (OCE)	Feb 15, 2011	<a href="#">see record</a>
10.	**	<input type="checkbox"/> Research Initiatives at the Naval Postgraduate School - NPSBA09003	United States Department of Defense (DOD) Department of the Navy Naval Supply Systems Command	May 15, 2010	<a href="#">see record</a>
11.	**	<input type="checkbox"/> Gilbert Morgan Smith Medal	National Academies National Academy of Sciences (NAS)	unspecified	<a href="#">see record</a>

On the left are several of the Search Fields with the top responses within your search requirements. If you click on one of them, it will narrow your search to the category of what you click (i.e. the screen shot above has “Federal, U.S.: 69” under Top Sponsor Types. Clicking on this will show only those 69 hits within your overall list. This is exactly the same as if you had selected that category in the original Search Fields and run your search that way.)

If you go through this list and click on the boxes of grants that look interesting to you, the software keeps track of which ones you’ve selected even when you go to page two, or narrow the search by clicking on the “Federal, U.S.” example.

## What to do with your selections and your search

Once you have all the opportunities you like selected by clicking the boxes next to the Grant Titles. You have some options:

1. Click on “Download Citations” above the list. You’ll have the option of downloading the entire page, or only the ones you’ve selected, plus you can decide what format you want it and how much detail you want (more detail means a bigger document, but may mean you don’t have to look things up again later).
2. Click on “Track Records” above the list. You can save these records in a list on your Workbench. You will have to log into your Workbench to do this.
3. Click on “Save Search” above the list. You will have to log into your Workbench to save it.

# Setting up your Workbench

In COS, each individual user can set up their own Workbench. This is the area where you save searches, set up auto-searches that are emailed to you, and how you access the site from off campus.

To begin with, while you are on campus, head your browser over to:

<http://www.cos.com/login/join.shtml>

And click on the button with the word **JOIN** in it.

You will be taken to a page that asks for your information. Fill that out and submit it.

Your Workbench will look something like this:

Search Name	Run Search	Edit	Delete	Share	Number of New Results Feb 28, 2010	Weekly Email
biomedical center of excellence	<a href="#">Run</a>	<a href="#">Edit</a>	<a href="#">Delete</a>	<a href="#">Share</a>	1	<input checked="" type="checkbox"/>
internal coordination required	<a href="#">Run</a>	<a href="#">Edit</a>	<a href="#">Delete</a>	<a href="#">Share</a>	15	<input checked="" type="checkbox"/>

Note the “Your Saved Funding Searches” area in the middle and that I have “Weekly email” selected.

Once you have this set up, go back and do a search. When you are looking at the search results, click on “Save Search” just above them:



You will be asked to name this search and whether you'd like to be emailed about it. Then you can control it in your Workbench.