

Research Networking:

Creating or Editing Your RTRN Profile and Joining an RTRN Cluster to Facilitate Team-Science Research

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Director, Research Resources and Research Networking



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Step 1. Go to the RTRN website at www2.rtrn.net Step 2. Click on RTRN PROFILES (bottom right)

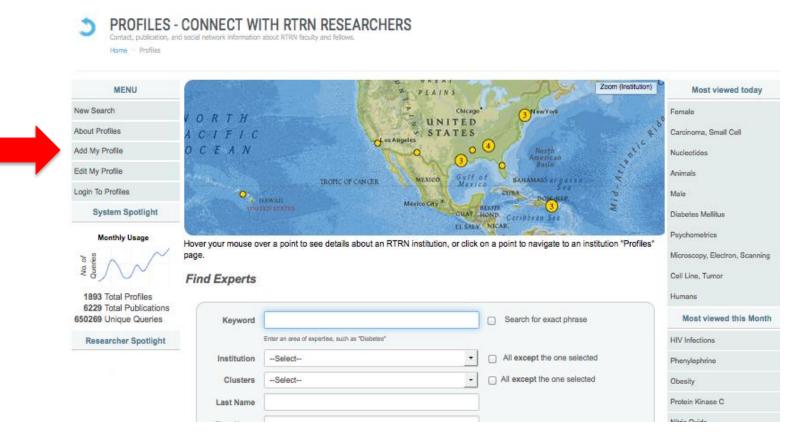


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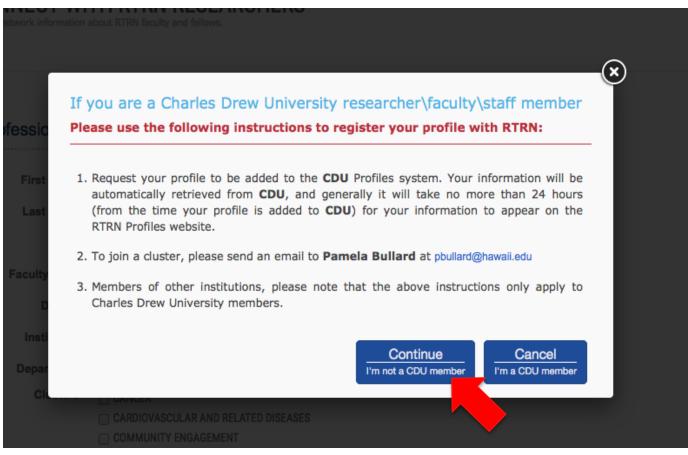
Step 3. You are now on the main PROFILES page. Click on "Add My Profile".







Step 4. Unless you are a CDU member, Click on "Continue – I'm not a CDU member".







Step 5. You are now on the PROFILES Registration page.

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		GENES AND EN	IVIRONMENTAL HEAL	TH/TOXICOLOGY			
		HIV/AIDS					
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Step 6. Enter your Professional Information.

Professional Information

First Name		
Last Name		
Title		
Faculty Rank		
Degree		
Institution	Select	<u>.</u>
Department		





Joining an RTRN Cluster

Step 7. Select one or more clusters related to your area of research interest.

Clusters

CANCER

CARDIOVASCULAR AND RELATED DISEASES

- COMMUNITY ENGAGEMENT
- GENES AND ENVIRONMENTAL HEALTH/TOXICOLOGY
- HIV/AIDS
- INFORMATICS
- INFECTIOUS AND IMMUNOLOGICAL DISEASES
- NEUROLOGICAL DISORDERS AND MENTAL HEALTH
- OBESITY AND METABOLIC SYNDROMES
- WOMEN'S HEALTH AND REPRODUCTIVE BIOLOGY
- OTHER





Step 8. Enter your professional contact information. A complete address, including e-mail address, is required.

Address	Information
---------	-------------

Address	1	
City		
City	4	
State	Select a State	-
Postal Code	0	
Telephone		
Fax		
Email		





Step 9. Create your personal login. Passwords must be 4-16 characters with at least one number. Please save this information. It is needed to complete your Profile, and to edit or update your Profile in the future. Answer the math question and click "Submit".





Step 10. You are now successfully registered on PROFILES.

Keyword	Your information has been submittee	I successfully	
Last Name	THANK YOU FOR PARTIC	PATING IN THE RTRN RESEARCH COLLAB	ORATION AND
Institution Select		ONAL NETWORKING SERVICE (PROFILES)	
Search	LOGIN TO PROFI	LE	
MENU New Search		inter your institution, user name and password to log in.	
bout Profiles	Institution:	Select-	
dd My Profile	User name or		
dit My Profile	Email address:		
ogin To Profiles	Password:		

Please contact our help desk if you have any questions or concerns about your newly added profile.





Step 11. Next, you will need to enter your affiliations, awards and honors, narrative and publications. To do so, enter your institution, username and password, then click "Login".

Home · Profiles	twork information about RTRN faculty and fellows.		
(eyword			
ast Name	LOGIN TO PROFIL	E	
nstitution Select		Enter your institution, user name and password to log in.	
Search	User name or Email address:	Select	
MENU	Password:		
ew Search		REMEMBER MY LOGIN	
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dd My Profile	Login Forgot yo	our password?	
dit My Profile			
ogin To Profiles			





Step 12. Click on the arrow to edit and add information.

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c Information	
Professor	
M.D.	4 23
University of Hawaii	
Pediatrics, Medicine, Hawaii Center for AIDS, Tropical Medicine	
Cancer HIV/AIDS Neurological Disorders and Mental Health	
University of Hawaii, John A. Burns School of Medicine 651 Ilalo St. BSB 325AA	
Honolulu	
HI	
96813	
(808) 692-1677	
bshirami@hawaii.edu	
	 Information Professor M.D. University of Hawaii Pediatrics, Medicine, Hawaii Center for AIDS, Tropical Medicine Cancer HIV/AIDS Neurological Disorders and Mental Health University of Hawaii, John A. Burns School of Medicine 651 Ilalo St. BSB 325AA Honolulu HI 96813 (808) 692-1677





Step 13. Enter Other Affiliations and Awards and Honors.

Title	Institution	Department	Divisio
	University of Hawaii		
Awards and Honors			





Step 14. Add a Narrative and additional information.





Step 15. Search for and add your Publications.

Publications

- Add PubMed (Search PubMed and add multiple articles.)
- Add by ID (Add one or more articles using codes, e.g., PubMed ID.)
- Add Custom (Enter your own publication using an online form.)
- Delete (Remove multiple publications from your profile.)

None





Step 16. To add your publications using PubMed, enter your name in the box and click "Search". Once you have selected your publications, click "Close".

Publications

Author(s) (One per		
line)		
Affiliation		Optional
Keyword		Optional
Or you can also	search by an arbitrary F	PubMed query in the field belo
Query		



Step 17. Adding your Funded Awards

Adding your ID reporter number in the Basic Information section will auto-populate your awarded grants.

To find your RePORTER ID:

- Navigate to <u>https://report.nih.gov/</u>
- Select "RESEARCH"
 - Click on "RePORTER" <u>https://projectreporter.nih.gov/reporter.cfm</u>
 - Under "RESEARCHER AND OGANIZATION" Enter your name
 - Right side of page "Fiscal Year (FY)" click on "SELECT"
 - Click on "Check/uncheck All" (leave checkmark in box)
 - Click on "SELECT"
 - Left side of page Click on "SUBMIT QUERY"



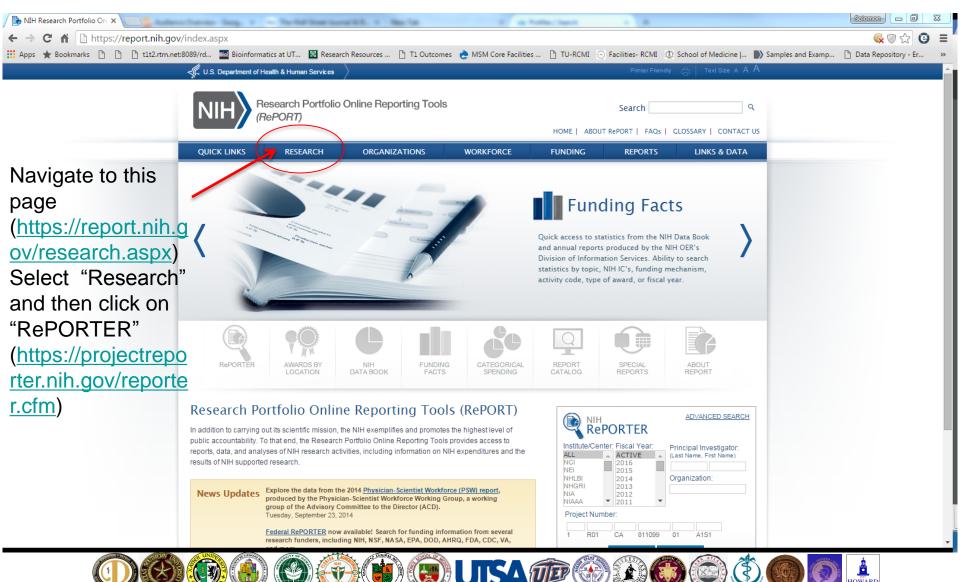


Step 18. Finding Your NIH RePORTER ID

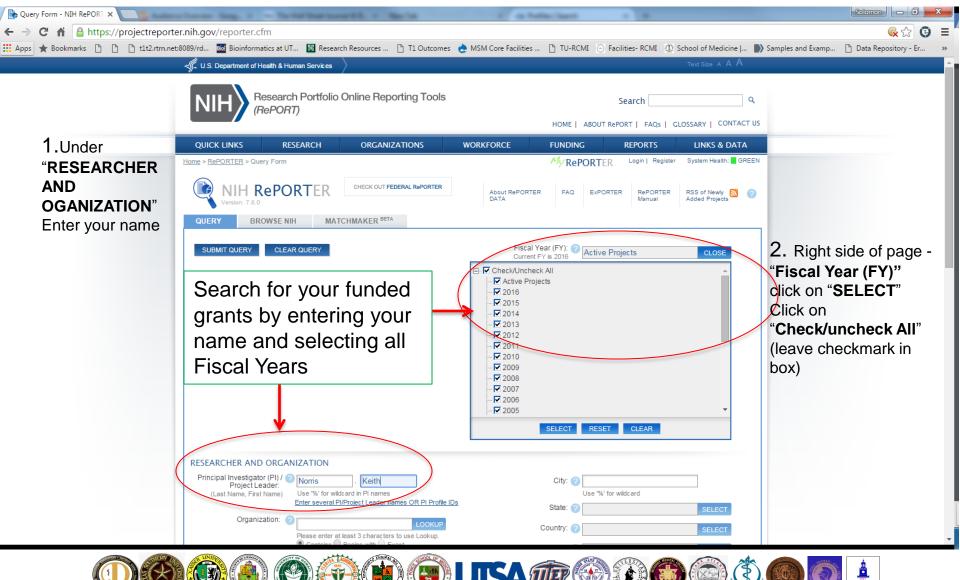
- A new page populates with search results
 - Hover over your name and right click and select
 "Open Link in New Tab"
 - Within the Url shown in "New Tab" you will find your ID numbers
 - Copy the numbers after "pid= and before the ampersand ...<u>8070940</u>
 - Enter these into PROFILES









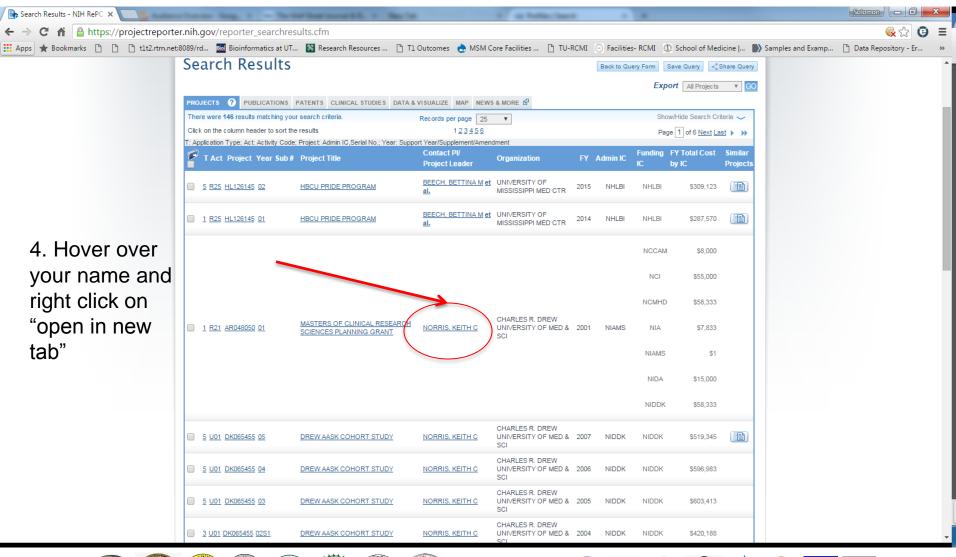




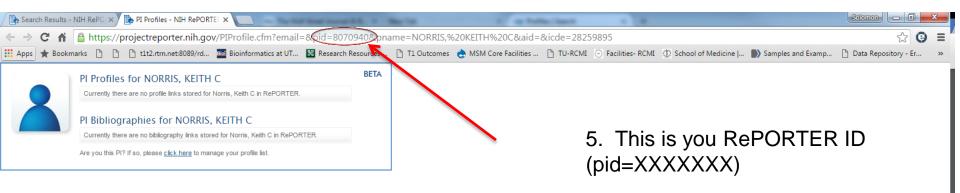
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3. Click on " SELECT " Left side of page -	SUBMIT QUERY CLEAR QUERY	Fiscal Year (FY): Active Projects SELECT	
Click on "SUBMIT QUERY"	RESEARCHER AND ORGANIZATION Principal Investigator (PI) / ?,, Project Leader: (Last Name, First Name) Use % for wildcard in PI names Enter several PI/Project Leader names OR PI Profile	City: 2 Use % for wildcard State: 2	
	Organization: ? Please enter at least 3 characters to use Lookup. © Contains © Begins with © Exact	Country: 2 SELECT Congressional District 2 SELECT	
	Department: ?	DUNS Number: 🥑	
	Organization-Type: 7		
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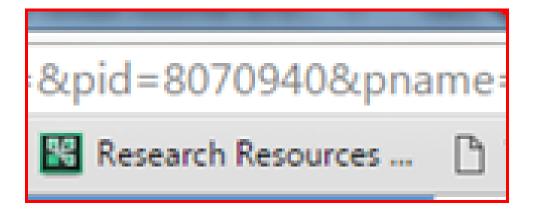
















Step 19. Entering Your NIH RePORTER ID

- While in edit mode go to your Basic Information Section
- Enter the entire number
- Save and Close awards will automatically populate

Address	University of Hawaii, John A. Burns School	
	651 Ilalo St. BSB 325AA	
City	Honolulu	
State	Hawaii	
Postal Code	96813	
Telephone	(808) 692-1677	
Fax		
Email	bshirami@hawaii.edu	
ID List		
RePORTER ID		





Step 20. Login again to review your Profile.

Keyword			
Last Name	LOGIN TO PROFIL	E	
Institution Select- Search	Institution: User name or	Enter your institution, user name and password to log in.	
MENU	Email address: Password:		
ew Search bout Profiles		REMEMBER MY LOGIN	
dd My Profile	Login Forgot yo	bur password?	
dit My Profile			

Bruce Shiramizu

Title	Professor	
aculty Rank		
Degree	M.D.	
Institution	University of Hawaii	
Department	Pediatrics, Medicine, Hawaii Center for AIDS, Tropical Medicine	
Clusters	Cancer HIV/AIDS Neurological Disorders and Mental Health	
Address	University of Hawaii, John A. Burns School of Medicine 651 Ilalo St. BSB 325AA	
City	Honolulu	26.92
State	HI	
Postal Code	96813	Ē
Telephone	(808) 692-1677	
Fax		
Email	bshirami@hawaii.edu	

Back

We encourage all faculty, especially those in clinical departments, to create or to update their RTRN Profiles. If you need assistance, please contact Pamela Bullard (pbullard@hawaii.edu) or Dr. Solomon Garner (solomon.t.garner@jsums.edu ph 601-979-1680).

