VIVO Quick Start (Mountain West CTR-IN)

A new VIVO account has recently been created for you. You should have received an automatically generated email containing instructions on how to set your password. You should now be able to log on at your institution’s VIVO site. After setting your password, you will be able to go directly to your VIVO site where you can log in with your email address and password. To find the URL of your school’s VIVO site, go to “CTR-IN Vivo Sites,” located on the right-hand side of http://ctrin.unlv.edu/.

1. Publications
Publications that are in PubMed do not need to be manually entered into VIVO. Each publication in PubMed is uniquely identified by a PMID. Just email a list of PMIDs for publications that you want included in your profile to edweagel@salud.unm.edu. With the PMID we can automatically pull the citation, coauthor list, abstract, and various other kinds of information into your VIVO profile from PubMed. If your email address is included on your profile, you will receive email notification when our system finds additional publication(s) in PubMed that may be yours. The email will ask you to verify whether the publication is indeed yours and whether you want it added to your VIVO profile.

2. Photograph
Uploading your picture is fairly straight forward, but be aware that the minimum image size is 200 x 200 pixels, and the maximum is about 500 x 500 pixels. Photographs that don’t meet these requirements can easily be adjusted in a program such as MS Paint or Adobe Photoshop. Ed Weagel at the University of New Mexico can assist you with this if needed.

3. Example Profiles
Here are links to some VIVO profiles that can serve as examples:
https://vivo.health.unm.edu/display/n7948
https://vivo.health.unm.edu/display/n3558
https://vivo.health.unm.edu/display/n461
https://unlv.vivo.ctr-in.org/display/n7689
Some of these profiles contain a lot of information, but you can create a useful profile with very little time and effort. Often a VIVO research overview can easily be adapted from an NIH Biosketch. This, together with some recent publications (see #1 above) and a picture, will give you a meaningful initial presence in VIVO.

4. Searching Your Institution’s VIVO Site
On most of the pages of your school’s VIVO website there is a search box toward the upper-right corner of the page that can be used to search your site using search terms such as research key words, people’s names, etc.

5. Searching Multiple Institutions Simultaneously
There is a link on the lower part of your VIVO home page which will take you to the search page for the Mountain West Research Consortium.

Note: You only need to log in to edit your profile. You do not need to log in to search your institution’s site or to search the consortium.

For other VIVO questions, please contact Ed Weagel:
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