

PROFESSIONAL SERVICES MEDIA & CORPORATE COMMUNICATIONS

Staff Profile Web Page:

Guidance for Academic & Research Staff

Notes:

- 1. Staff profile pages will be available world-wide from end of May.
- 2. Up until end of May staff profile pages will only be viewable on campus.
- 3. Currently, empty fields are displayed on the staff profile pages.
- 4. From end of May empty fields will not be displayed.
- 5. Data for the pages is fed from other systems; mainly Pure and HRIS.
- 6. The beta website will finish updates from Pure and HRIS at 9.30am and 5.00pm each day.
- Changes made in Pure and HRIS between 9.30am and 3.00pm will be reflected in the 5.00pm update.
- Changes made in Pure and HRIS between 3.01pm and 7.30am will be reflected in the 9.30am update.



UK Entrepreneurial University of the Year 2013/14 UK University of the Year 2012/13

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1. Personal statement tab

1.1 Title, name and job title

This information is taken from the Human Resources Information System (HRIS).



This information is maintained by HR and can be changed by emailing <u>humanresources@strath.ac.uk</u>.

1.2 Personal statement

This is the first area that most people will read when they look for you on our website. It's a space for you to display a summary of your role and responsibilities.

The information shown here is taken from a new field in PURE - the 'Personal Statement' field.



*Please see <u>Personal Statement Style Guide</u> on page 12 of this document for guidance on how to write your personal statement.

**At the moment there are no paragraph breaks within the Personal statement however this will be fixed by June 2014.

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2. Expertise tab

2.1 Expertise

The first area - a bulleted list - is part of a planned development and is the first step of a process which will allow us to vastly improve how we showcase the University's talent and expertise.



Please enter your areas of expertise in PURE in the tab called 'Expertise and Capabilities'.

This area is a free text box and you should enter your areas of expertise in a list format.

Use words that you use with students, colleagues and peers. Examples include:

- Speech sound development
- Stroke rehabilitation
- Non-linear dynamics
- Multi-disciplinary design

**In the future, the web team will work with every department to rationalise these terms and develop a grouping of departmental metadata.

This metadata will enable us to improve our website's search capabilities, group areas of expertise and make it easier for users to access and understand the breadth of our capabilities.

2.2 Prizes and awards

The information here is taken from the 'Activities' field in PURE.

This section includes medals and awards and other distinctions.

The six most recent awards will be shown here.

Users will be able to click on the button MORE PRIZES AND AWARDS to view a complete list.

| Prizes and awards | |
|--------------------------|--|
| MORE PRIZES AND AWARDS > | |

This button will take users to the Knowledge Base portal.

2.3 QUALIFICATIONS

This area is under development and will go live in a later phase of the project.

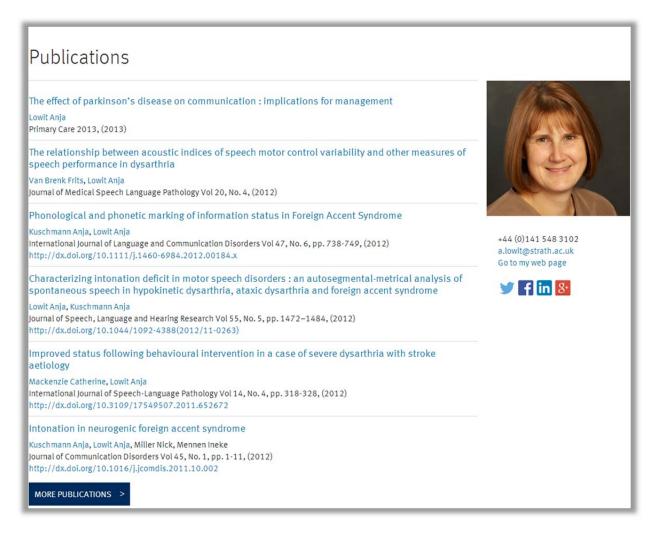
You can help us to develop this area by inputting your qualifications to the HR IS system (In My Personal Details) and PURE (under Academic/Professional qualifications).

Qualifications

3. Publications

This information is taken from the 'Publications' field in PURE. The six most recent and validated publications will be shown on the website.

Users will be able to click on the button MORE PUBLICATIONS to view a complete list. This button will take users to the Knowledge Base portal.



**We are working to develop a way to display the publications that you want to showcase by introducing a favourites tool. This will be made available through PURE as the web project develops.

4. Teaching

Teaching

This information is taken from 'Teaching Interests' in PURE.

This is a new area to showcase your teaching interests and expertise.

I am responsible for the clinical linguistics curriculum for the BSc in Speech and Language Pathology. My teaching includes pragmatics, semantics, grammar, bilingualism and instrumental speech analysis. I also contribute to a variety of clinical modules and supervises students on clinical placement.

This is a free text box and should be written in the same style as your personal profile.

**At the moment there are no paragraph breaks within the Personal statement however this will be fixed by June 2014.

5. Research

5.1 Research interests

This information is taken from the 'Research Interests' tab in PURE.

This is an opportunity for you to showcase your research interests.

Research interests

My research mainly focuses on motor speech disorders. This includes the application of instrumental techniques to diagnosis and treatment, the investigation of prosodic difficulties and the evaluation of assessment and treatment techniques for these disorders. Furthermore, I am interested in the nature of other speech problems, such as cleft palate speech, prosodic disturbances across a range of disorders, including autism, as well as the relationship between speech perception and production, and cognition and speech and language skills in degenerative disorders. Recent work also extends to evaluating outcome measures for speech and language therapy, as well as investigations of service delivery models.

This is a free text box and should be written in the same style as your personal profile.

**At the moment there are no paragraph breaks within the Personal statement however this will be fixed by June 2014.

5.2 Professional activities

This information is taken from the 'Professional Activities' field in PURE.

The six most recent activities will be shown, excluding awards and prizes.

Activities will be displayed by the start date of an activity.

Activities include knowledge exchange and public engagement.

Users will be able to click on the button MORE PROFESSIONAL ACTIVITIES to view a complete list.

| Professional activities |
|--|
| International Congress of Phonetic Sciences Organiser 8/2013 |
| 3 days Seminar Series at University Fernando Pessoa in Portugal Visitor 5/2011 |
| Radio interview with BBC World Service Interviewee 10/2010 |
| international symposium on Basal Ganglia Disorders Keynote/plenary speaker 7/2010 |
| Vice-President Education (head of the Education commission) of the European SLT Association (CPLOL) Member 10/2008 |
| International Research Group for Motor Speech Disorders Organiser 6/2008 MORE PROFESSIONAL ACTIVITIES > |

This button will take users to the Knowledge Base portal.

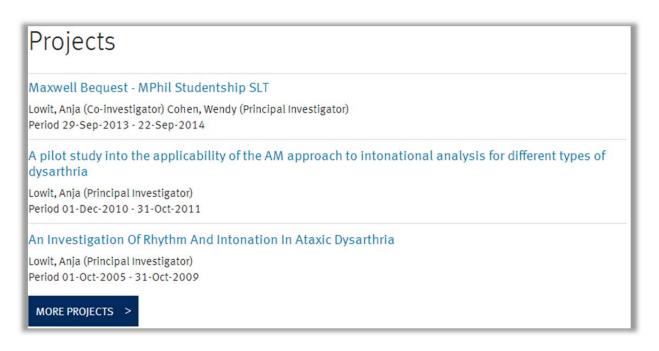
5.3 Projects

This information is taken from the 'Projects' field in PURE.

The six most recent projects will be shown, excluding those not started.

Activities will be displayed by the effective start date of an activity.

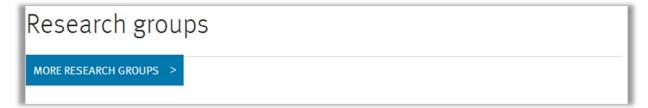
Users will be able to click on the button MORE PROJECTS to view a complete list.



This button will take users to the Knowledge Base portal.

5.4 Research groups

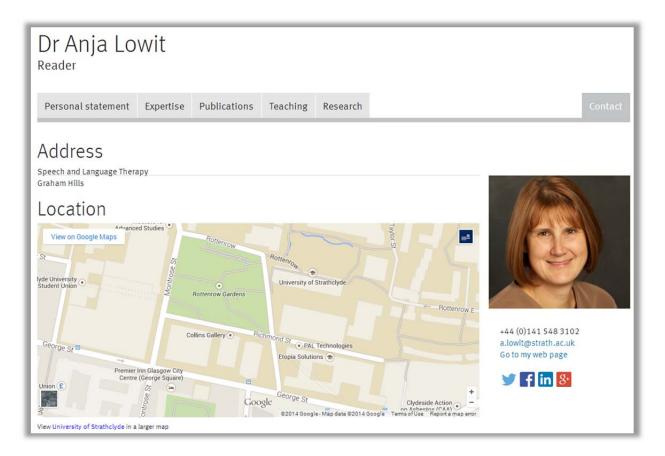
This area is under development and will go live in a later phase of the project.



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6. Contact tab

This information is taken from the HRIS system.



*In a future development phase you will also have the opportunity to add your own professional social media and other online links. Clear guidance will be made available before these new fields are live.

7. Maps tab

We are currently displaying a campus map and are working towards providing a tailored map for every building.



8. Photography tab

Staff photos which are currently in PURE will be automatically uploaded in the first phase of this project.



Colleagues have been asked to register their interest in having a new professional staff photo taken by the University photographer. If you haven't already registered, please email <u>cheryl.preston@strath.ac.uk</u>

If you have a photo of your own you'd like to use, please send it to <u>e.mccall@strath.ac.uk</u> for editing.

It will then be sent back and you will be able to upload it using the HR system and there will be guidance to do this when it is available. If you do not want to use a photo then the space will remain blank. *In a future development phase you will have the choice of whether or not you'd like to use the photo from your HR file via a tick-box option.

*For more help on how to update your staff profile, please follow this link: https://moss.strath.ac.uk/developmentandtraining/resourcecentre/Pages/Staff%20Profiles.aspx

9. Personal statement style guide

9.1 Style and Tone

Keep written content conversational in tone, with a focus on your expertise and professionalism.

Think about your audience – everyone from school pupils, to funders, to other academics – and write as though you are talking to them, not at them.

9.2 Language

Remember that we have a global audience so use language that's easy to understand and free from jargon.

Keep your sentences as short and concise as possible too.

Include areas of interest which are not directly related to your current role like language skills and/or outside interests etc.

Write in the first person and in a friendly manner. This may differ from how you have previously input your information to PURE.

For example:

- I'm a Senior Lecturer in Chemistry...
- I gained a PhD from the University of Edinburgh and worked at the University of Dundee from 2004 to 2007. I also hold a master's degree from the University of Oxford and a first degree from the University of Stirling.
- I joined the University of Strathclyde in 2010 and...
- My research focuses on the application of chemical techniques, tools and analysis to help solve the world's large biological problems like cancer and heart disease.

- I have a research group of around 25 and have featured in more than 50 publications...
- I'm the editor of the Journal of Organic Chemistry.
- I'm interested in scientific journalism, popular science writing and motivational speaking. I'm currently learning beginners' Japanese and hope to travel there soon.

For more information see the University Online Style Guide

9.3 Examples

Dr Anja Lowit

I joined the University in 1996 and I'm currently a Reader in Speech and Language Therapy. I predominantly teach clinical linguistics, where I strive to make complex linguistic theories accessible to students, and more importantly, to highlight the links between these and clinical practice.

This equally translates into my research which involves the development of new clinical techniques on the basis of advances in the theoretical field. In addition to contributing to development of analysis methodologies in clinical research, my work furthermore focuses on questions that have direct impact on patient management and wellbeing.

I also currently hold the position of Vice-Dean for Research and Knowledge Exchange for the Faculty of Humanities and Social Sciences where my role is to support colleagues in achieving greater success in research funding applications, academic publications and knowledge exchange activities.

Dr Sue Ellis

I'm a Reader in Education and I'm committed to research and teaching that leads to more effective literacy learning environments, teaching interventions and policies.

My research generates empirical, technical knowledge about literacy teaching that examines 'what works, with whom, in which circumstances'. Through this, I seek to theorize how we can construct more effective literacy policy, curricula, professional development and knowledge mobilization systems to help educators navigate the various rhetorical traditions

and methodologies that co-exist in literacy research and practice.

9.4 Social Media

*The ability to display social media icons is not currently available however will be developed in a future phase.

This can include:

• Professional or departmental Facebook and Google+ accounts.

Examples: https://www.facebook.com/MAEStrath and

https://plus.google.com/s/strathclydebusinessschool

• Professional or departmental Twitter accounts.

Examples: https://twitter.com/MAE_Strath

https://twitter.com/strathbusiness

• LinkedIn accounts.

Examples: http://www.linkedin.com/pub/lucy-robb/a/b6a/843

• Staff, professional and personal websites.

Examples: http://www.ulijnlab.com/

http://www.cmac.ac.uk

We strongly recommend that you don't use personal social media links unless they have a clear professional focus.

Think carefully about what you include as there are a number of sophisticated phishing programs which can use information taken from personal details.

If you do not have any social media links the buttons will not be displayed.

*HR are in the process of developing social media guidelines.