Research in View – Required Fields

This document provides a quick list of the individual fields within each category that are required by the Research in View application. This document does not represent ‘required fields’ according to the Office of Academic Affairs.

**Introduction – Biographical Information:**

Awards / Honors – Type of Award/Honor, Name of Award/Honor, Sponsor of Honor  
Certifications – Started On, Active?, Ended On (if Active is No), Certification Title, Certifying Body  
Degrees – Conferred On, Conferring Institution  
Licenses – Started On, Active?, Ended On (if Active is No), License Title  
Positions – Started On, Is this your current position?, Ended On (if Is this your current position? is No), Higher Education position?, (if Higher Education Position is Yes) – Institution, Position Title, Position Type. (if Higher Education Position is No) – Business / Employer  
Preferred Personal Information – First Name, Last Name, Current Email Address(es), Address 1, City, Country, State / Province, Phone Number

**Teaching:**

Academic Advising – Advisee Name, Institution, Academic Level, Advising Role, Advising Started On, Advising Ongoing?, Advising Ended On (if Advising Ongoing is No), Graduated?, Graduated On (if Graduated is Yes)  
Extension & Continuing Education Instruction – Started On, One-day Course?, Institution, Course Title, Type of Course  
Undergraduate / Graduate / Professional Courses Taught – Started On, Ended On, Academic Calendar, Institution, Course Title, Type of Course, Course Number

**Published Works:**

Abstracts & Short Entries – Author(s), Title of Publication, Title of Entry, Type of Work, Publication Status, Reviewed Item?, Type of Review (if Reviewed Item is Yes)  
Books & Monographs – Author(s), Title, Type of Work, Publication Status, Reviewed Item?, Type of Review (if Reviewed Item is Yes)  
Bulletins / Tech Reports / Fact Sheets – Author(s), Title, Publication Type, Publication Status, Published On (if Publication Status is Published), Reviewed Item?, Type of Review (if Reviewed Item is Yes)  
Chapters in Edited Books – Chapter Title, Chapter Author(s), Book Title, Publication Status, (if Publication Status is Published) – Published On, Publisher, City, Reviewed Item, Type of Review (if Reviewed Item is Yes)  
Conference Papers & Proceedings – Author(s), Title of Paper, Publication Status, Published On (if Publication Status is Published), Reviewed?, Type of Review (if Reviewed is Yes), Publication
Document Type, (if Publication Document Type is Journal) – Journal Title, Pages / Article Number, (if Publication Document Type is Book-in-Series or Book) – Publisher, City, Pages / Article Number, Book Title

**Edited Books** – Author(s), Book Title, Editor(s), Type of Work, Publication Status, (if Publication Status is Published) – Published On, Publisher, City, Reviewed Item?, Type of Review (if Reviewed Item is Yes)

**General press Articles** – Publication Type, Single or Series, (if Single or Series is Single) – Article Title, (if Single or Series is Series) – Series Title, Series Started On, Series Ongoing, Series Ended On (if Series Ongoing is No), Author(s), Is it a Review?, (if Is it a Review? Is Yes) – Review of What?, Review of Whom?, Name of Publication, Reviewed Item?, Type of Review (if Reviewed Item is Yes)

**Journal Articles** – Author(s), Article Title, Journal Title, Article Type, Published On, Volume, Pages / Article Number, Reviewed Item?, Type of Review (if Reviewed Item is Yes)

**Potential Publications Under Review** – Author(s), Title, Submitted?, Submitted On, Type of Review

**Scholarly Presentations** – Speaker(s), Presentation / Panel Title, Your Role, Invited Speaker?, Conference Name, Conference Started On, Reach of Conference

**Creative Works:**

**Artwork & Exhibits (Artwork)** – Type of Work, Artist(s), Title of Work / Collection, Completed?, Completed On (if Completed is Yes), Exhibition / Collection Name, City

**Artwork & Exhibit (Exhibited Artwork)** - Type of Work, Artist(s), Title of Work / Collection, Completed?, Completed On (if Completed is Yes), Exhibition / Collection Name, Solo or Group Exhibition?, Juried, Started On, Ongoing?, Ended On (if Ongoing? is No), City

**Artwork & Exhibit (Collection)** - Type of Work, Artist(s), Title of Work / Collection, Completed?, Completed On (if Completed is Yes), Exhibition / Collection Name, Solo or Group Exhibition?, Juried, Started On, Ongoing?, Ended On (if Ongoing? is No), City

**Artwork & Exhibit (Curated Exhibit)** - Type of Work, Artist(s), Title of Work / Collection, Completed?, Completed On (if Completed is Yes), Exhibition / Collection Name, Solo or Group Exhibition?, Juried, Started On, Ongoing?, Ended On (if Ongoing? is No), City

**Audiovisual Works** – Type of Work, Title of Work / Program, Started On, Completed?, Ended On (if Completed is Yes), Forthcoming? (if Completed is No or Ongoing?), Artist(s) / Performer(s)

**Inventions & Patents** – Inventor(s), Title, Application Number, Application Filed On, Patent Granted?, (if Patent Granted is Yes) – Patent Granted On, Patent Number, Issuing Organization, Patent Assignee(s)

**Multimedia/Databases/Websites** – Type of Work, Title of Work, Author(s), Published On, Last Updated On

**Musical Works & Performances** – Type of Work, Artist(s) / Composer(s), Title of Work, Completed?, Performance?, (if Performance is Yes) – Performance Title, Performer(s) / Troupe(s), Started On, Ongoing?, Ended On (if Ongoing is No), City

**Other Creative Works** – Type of Work, Title of Work, Author(s), Started On, Completed?, Ended On (if Completed is Yes)
**Funding:**

**Grants / Contracts** – Type of Grant, Fellowship, Status, Title / Name of Grant, Your Role, Principal Investigator(s), Agency / Sponsor, Started On, Ongoing?, Ended On (if Ongoing is No), Submitted On, Denied On (if Status is Unfunded)

**Service:**

**Advising Student Groups** – Institution, Student Group, Type of Group, Academic Level, Your Role, Started On, Ongoing?, Ended On (if Ongoing is No)

**Clinical Interests** – Clinical Interest by AAMC Medical Specialty

**Clinical Service** – Type of Service, Title, Location, Started On, Ongoing?, Ended On (if Ongoing is No), Your Role

**Editorships & Reviews** – Type of Editorship, Publication Title, Editorship Started On, Currently an Editor, Editorship Ended On (if Currently an Editor is No)

**Other Professional / Public Service** – Name of Activity, Category of Activity, Started On, Was this a one-time occurrence?, Ongoing?, Ended On (if Ongoing is No)

**Service on Unit / College / University Committees** – Institution, Committee Level, Committee / Group, Started On, Currently on Committee?, Ended On (if Currently on Committee is No), Your Role

**Service to Professional Societies** – Professional Society / Organization, Your Role, Started On, Ongoing?, Ended On (if Ongoing is No)

**Strategic Initiatives** – Institution, Activity, Started On, Currently Active?, Ended On (if Currently Active is No)