# Supplement to FIS manual

Import data- slides 2-4Master data- slides 5-6Research output- slides 7-13Activities- slides 14-15Prizes- slides 15-17Press/Media- slides 18-19

### Master data

#### Master data

-> Editable -> Select entry on the right (available master data are displayed, see next slide.)

### As a second step, please edit master data!

Here, existing master data on the professorship can be matched (e.g. metadata such as address, website, contact information, cost centre and keywords, but also staff details).

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	Editor 🛛 🔫	Master data 🕴 🔻	Dashboard			
(	Master d	lata overview ational units	Search for organisational units	Sort by: 1 Created date 🕶	 Search	+ Add content Tasks 5 Research outputs are waiting to be pushed to next workflow step

### Master data -> Personnel

Existing master data on the staff currently or previously assigned to the professorship are listed here.

### Metadata can be updated continuously.

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Metadata 🔹	Type *	
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Persons		
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Display	🕀 Chair of Medical Systems Biology	
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History and comments	HSB MSB	
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	Profile information	
	Organisation profile     Edit -	
	Add profile information	
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	Photo	
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	Physical address	
	Addresses  Type of address: Visiting Adress.  Edit + -	
	BIOTEC	
	Medical Systems Biology, Prof. Dr. Frank Buchholz Tatzberg 47/49	
	01307 Dresden	
	Germany	
	▶ Type of address: Postal address. Edit + - UCC, Medical Systems Biology	
	Prof. Dr. Frank Buchholz	
	Medizinische Fakultät, TU Dresden Fetscherstr. 74	
	01303 Decodes	

### These staff data cannot be edited, but only checked for the time being. Please do not delete! Changes can only be made by the FIS team. Please request by mail!

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	I Jan 2010 - P present     Academic Staff      Z I XI Dai     10 Dec 2021 - P present     Academic Staff, Current	ø	
	Li Ding 28 Jan 2022 → present Academic Staff		
	26 Nov 2019 - + present Academic Staff, Current	C	
	Lenna Hoersten     10 Jul 2020 → present     Academic Staff, Current	Ø	
	Manavi Jain 11 Feb 2022 → present Academic Staff, Current	C	
	Milica Jelicic 24 May 2019 → present Academic Staff, Current	C	
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	👤 Jonas Pöhls	0	

### Import data

### We recommend to import data right at the beginning!

Here, data can be imported from different sources and thus do not have to be entered completely anew. Please make manual additions after checking the imports.

### 1. To import data, press the small arrow to the right of "Editor", then the overview under the black menu opens.

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Editor 🔽 Master dat	a 🔻 Dashboard						
Research outputs	Activities	<b>Prizes</b>	🛱 Press/Media	📲 Applications	line Awards	👔 Projects	🚰 Courses
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My research output	My activities	My prizes	My press/media	My applications	My awards	My projects	My courses
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### Import data



# Import data

### Import or reject the result. Entry can be edited and supplemented after import.

•••	Import o	candidates from Scopus for Frank E	Buchholz					
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### Research Output

Research output of the professorship can be compared and supplemented here.

To view the existing research output in the editor, select the respective category in the second column from the left under "Research outputs". After importing, data should already be available. Further editing can be done from there.

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To add publications, please click on the + symbol next to research output (see marking). Continued on next page.

### Pure TUD Dresden University of Technology

Editor 🔻 Master data 👻 Dashboard

Editorial overview	Research outputs 📼	133	Activities -=	194	+ Add content
Research outputs	Research article	70	Talk/Presentation	162	
Activities	Doctoral thesis	16	Keynote	20	Tasks
Prizes	Patent application/Patent	12	Editorial work	11	Tasks
	Master thesis	12	Lecture	1	C Descent subsuts are uniti
Press/Media	External associations only	8	+ New		5 Research outputs are waitin to be pushed to next workflor
Applications	Review article	8			step
	Corrections (errata and retractions)	3	🛱 Press/Media 🛛 📼	8	step
Awards	Chapter in book/anthology/report	2	Press/Media	8	
Projects	Short survey/review	1	+ New		
Courses	Preprint	1	+ INCW		
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Curricula Vitae	Other distinction	2			
Report definitions	Other fellow/scholarship	2	Facilities/Equipment =	0	
	PhD Thesis Prize	1			
	Innovation/transfer prize	1	🔀 Report definitions	0	
	Other Honors/Acknowledgements	1	View Report definitions		
	PhD Scholarships	1			
	Fellow Appointment	1	+ New		
	Research projects/Networks	1			

# Research Output

Research output of the professorship can be added here (this can be done manually or via import, see next page).



For entering new research output:

Research output

- -> Create from template
- -> Contribution to journal
- -> Research article

### Research Output

Importing research output of the professorship from an online source.

#### **Research output**

- -> Import from online source
- -> Choose source (e.g. PubMed)



# Research Output – Import from PubMed

Import research output / publications from PubMed here.

#### Example: Import from PubMed

	Pure 5.27.0 - Choose submission			
○ A ē <sup>e</sup> https://fis.tu-dresden.de/admin	/submission.xhtml	120%	☆ =	
Choose submission				
Submission guide	Publiced Import from PubMed Query			Insert
V Research output	Search			
Import from online source				
Activity	Search with free text words from title, author or organisational	l unit – or use PubMed ID (PMID),		
T Prize	PubMed Central ID(PMCID) or DOI. Several PMIDs can be used, comma, e.g. PMID1 PMID2 or PMID1, PMID2.			
Press/Media				

Insert title or similar and start query.

# Research Output – Import from file

Import research output / publications from a file here.



## Research Output: Patents

Add your patents here.

**Research output** 

-> Intellectual property

-> Patent applicstion



# Research Output: Types of thesis

Add thesis and other assignments here.

**Research output** 

-> Types of thesis -> Choose (e.g. doctoral thesi	is)			
•••	Pure 5.27.0 - Choose submission			
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	Contribution to book/conference proceedings/anthology/report	Uoctoral thesis	● ● ● ○ 合 == https:	Research output > Thesis > Doctoral thesis - Pure 5.27.0 ://fis.tu-dresden.de/admin/editor/dk/atira/pure/api/shared/mode//researchoutput/editor/thesiseditor.xhtml?scheme=/dk/atira
🔰 Research output	Book/Conference proceeding/Anthology/Report	Master thesis		Research output: Types of Thesis > Doctoral thesis
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Press/Media	Von-textual form types		HISTORY AND COM History and co	IMENTS English V
Q.	🔰 Types of Thesis			Subtitle of the contribution in original language
	Memorandum/Position paper/Hearings			Abstract
	Uther contribution			Mumber of pages

### Aktivities

Here, for example, lectures or courses on the professorship can be viewed and supplemented.

To view the existing activities, select the respective category under "Activities" in the third column, further editing can be done from there. To add, please click on the + icon next to Activities.

Editor 👻 Master data 👻	Dashboard				
S Editorial overview	W Research outputs →=	133	Activities =	194	+ Add content
Research outputs	Research article	70	Talk/Presentation	162	
Activities +		16	Keynote	20	
	Patent application/Patent	12	Editorial work	11	Tasks
Prizes	New Master thesis	12	Lecture	1	
Press/Media	External associations only	8	+ New		5 Research outputs are wait
Applications	Review article	8			to be pushed to next workflo
	Corrections (errata and retractions)	3	📰 Press/Media 🖃	8	step
Awards	Chapter in book/anthology/report	2	Press/Media	8	
Projects	Short survey/review	1		C.	
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	PhD Thesis Prize	1			
	Innovation/transfer prize	1	🔀 Report definitions	0	
	Other Honors/Acknowledgements	1	View Report definitions		
	PhD Scholarships	1			
	Fellow Appointment	1	+ New		
	Research projects/Networks	1			

# Aktivities – Talk or presenation

Here, lectures on the professorship can be supplemented manually.

#### Activity

- -> Talk or presentation
- -> Select lecture type



### Prizes

Here, awards for the professorship can be added manually.

To view the existing awards, select the respective category under "Prizes" in the middle column, further editing can be done from there. To add, click on the + symbol next to "Prizes".

Editor 🔻 Master data 🔻 D	ashboard				
	W Research outputs →=	133	Activities =	194	+ Add content
W Research outputs	Research article	70	Talk/Presentation	162	
Activities	Doctoral thesis	16	Keynote	20	Tasks
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	Master thesis	12	Lecture	1	5 Research outputs are waitin
	External associations only	8	+ New		to be pushed to next workflow
Applications	Review article	8			step
	Corrections (errata and retractions)	3	🐺 Press/Media 🛛 📲	8	step
line Awards	Chapter in book/anthology/report	2	Press/Media	8	
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	PhD Thesis Prize	1			
	Innovation/transfer prize	1	🔀 Report definitions	0	
	Other Honors/Acknowledgements	1	View Report definitions	0	
	PhD Scholarships	1			
	Fellow Appointment	1	+ New		
	Research projects/Networks	1			

### Prizes

Prizes for the professorship can be added manually here.

#### Prizes

- -> Prize categories
- -> Choose category

. Pure 5.27.0 - Choose submission O A e https://fis.tu-dresden.de/admin/submission.xhtml?family=Prize&familyView=templates Choose submission 🍸 Prize Submission guide Prize categories The Honors Example: Prize Fellow/scholarship Research output Pure 5.27.0 - Choose submission • • • Ther distinction Activity 🔿 🔒 🔤 https://fis.tu-dresden.de/admin/submission.xhtml **Choose submission** Prize 📓 Press/Media 🍸 Prize 🍸 Prize categories 5 Submission guide 🝸 Research prize Q Honors Publication/Conference prize 🝸 Fellow/scholarship Prize for teaching (incl. supervision) Research output Activity The distinction Innovation/transfer prize 🍸 Prize T Sustainability Prize 📕 Press/Media 🍸 PhD Thesis Prize 🝸 Student prize

120% ☆ =

Tother prize

# Press/Media

Media contributions such as videos, podcasts, press releases about the professorship can be viewed and supplemented here.

To view the existing media contributions, select the respective category under "Press/Media" in the third column, further editing can be done from there. To add, please click on the + icon next to Press/Media.

Editor 🔻 Master data	- Dashboard				
Editorial overview	₩ Research outputs →=	133	Activities -=	194	+ Add content
Research outputs	Research article	70	Talk/Presentation	162	
Activities	Doctoral thesis	16	Keynote	20	
Prizes	Patent application/Patent	12	Editorial work	11 Tasks	
	Master thesis	12	Lecture	1	
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	Other prize	6	Courses	0	
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	PhD Thesis Prize	1			
	Innovation/transfer prize	1	🔀 Report definitions	0	
	Other Honors/Acknowledgements	1	View Report definitions		
	PhD Scholarships	1			
	Fellow Appointment	1	+ New		
	Research projects/Networks	1			

# Press/Media

### Example: Data for press/media contribution

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