

## **New NIH BIO-Sketch details**

### **How to generate your New NIH Biosketch in [SciENcv](#)**

- 1) Go to [SciENcv](#) or navigate to [PubMed](#) click “Log In” to your My NCBI account using your personal credentials (preferably with eRA Commons or other login options)
- 2) Navigate to the “SciENcv” window and click “Manage SciENcv”.
- 3) From this site you will first need to edit My Profile.
- 4) You can then create a “+New Document”, name it and select “NIH Biographical Sketch Common Form”.
- 5) From this site, you will be able to import data from various Data Sources:
- 6) Use an external source
- 7) Use an existing document in SciENcv
- 8) Start with a blank document

When doing this for the first time, it’s helpful to have a copy of your prior NIH Biosketch available from which to copy and paste.

You may be surprised to see that much is prepopulated—but do check it is correct!!

Make sure you check references under all variations of your name—first name vs first name initials for example.

There are Helpful Links available including: “How to use SciENcv”, which is a detailed guide to using this site.