Principals Investigators (PIs) and co-PIs can remove added datasets from the NSF Public Access Repository (NSF-PAR) and from their in-progress Project Report without assistance from the NSF Help Desk.

- Remove Award IDs for a dataset added in the NSF-PAR
- Remove a specific dataset in your in-progress project report that you have removed from the NSF-PAR

- Award IDs removed in NSF-PAR will immediately stop displaying on the Manage Research Products page in the NSF-PAR.
- If the dataset has only one associated Award ID, that dataset is immediately removed from the Manage Research Products page in NSF-PAR and in the NSF-PAR search results.
- Removing a dataset from the NSF-PAR does not automatically remove it from an in-progress project report. You must manually remove it from your in-progress project report.

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Steps to Remove a Dataset from the NSF-PAR

1. **Sign in** to Research.gov:
   - Open Research.gov.
   - Click **Sign In** located at the top right of the screen to enter credentials.
   - On the NSF User Sign In page, sign in to Research.gov with your NSF credentials, organization credentials, or with your Login.gov credentials and click the **Sign In** button.

2. **Click** the Manage Research Products link under Awards & Reporting on the Research.gov homepage to navigate to the Manage Research Products page in the NSF-PAR.
3 Click the Edit link in the Actions column for the dataset you want to remove from the NSF-PAR.

![Edit link]

- All datasets for the NSF awards for which you have permissions are displayed on the NSF-PAR Manage Research Products page, regardless of whether you originally added the dataset.
- You will continue seeing datasets that are not associated with one of your awards if you were the one who originally added the dataset and other awards are linked to that dataset.

4 Click the Remove award ID link located next to the Award Information on the Edit Dataset page.

![Remove award ID link]
5 Click the Confirm Award ID Removal link located to the right of the award you want to remove from the added dataset.

You will not be able to remove an award if you did not associate the award to that dataset.

6 Confirm the Award ID and then click the Remove button on the confirmation dialog box.
7 Validate award removal from the dataset on the banner success message.

The banner success message will display either on the Remove Award ID page or on the Manage Research Products page:

- If you delete one of multiple Award IDs from the list, you will see the banner success message confirming removal of the dataset on the Remove Award ID page (see example 1 below).
- If you delete the only Award ID from the list, you will see the banner success message confirming removal of the dataset on the Manage Research Products page (see example 2 below).
Steps to Remove a Dataset from Your In-progress Project Report

Note: It may take a few hours for your NSF-PAR dataset removal to be reflected in your in-progress project report.

1. View the warning banner message at the top of your in-progress project report and Click the Products tab.

2. Locate the alert icon in the Actions column that corresponds to the NSF-PAR ID provided to you during the NSF-PAR removal and Click the Delete from Report link.

Your dataset will be listed as Other Product under Product Type and as Data and Research Materials under Citation / Description.

Datasets removed from the NSF-PAR show a Removed from NSF-PAR under Product Status.

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3 Click the Delete button in the modal.

4 Review the success banner message confirming your removal of the dataset (as Other Product) from your project report.

Questions and Helpful Resources

- NSF Help Desk
  IT system-related and technical questions may be directed to the NSF Help Desk at 1-800-381-1532 (7:00 AM - 9:00 PM ET; Monday - Friday except federal holidays) or via rgov@nsf.gov.
- Additional training resources are available on the Research.gov About Public Access page. Please also refer the NSF Public Access Initiative for more information.

We Want Your Feedback!

- We want your thoughts on the workflow for removing datasets from the NSF-PAR and removing them from your in-progress project reports.
- Please send your feedback to publicaccess@nsf.gov.