

Account Management Guide



List of Account Management Job Aids

Instructions: Scroll down to each job aid in this guide or use the links below to navigate directly to the job aid.

- 1. Register for a New NSF Account
- 2. Migrate Your Existing NSF Account

Reviewer Job Aids

1. Provide Reviewer Profile Information



Register for a New NSF Account

Register for a New NSF Account

To submit proposals to NSF and conduct other award-related activities using NSF systems, you must have an NSF ID. Proposers submitting NSF proposals via Grants.gov must also have an NSF ID. You may only have one NSF ID. This ID is a unique alphanumeric identifier assigned to users by NSF through the registration process outlined below. The NSF ID is yours for you to use no matter your affiliation(s) in the future. Follow the step-by-step process to create a new NSF account to be assigned an NSF ID. A <u>Register for a New NSF Account</u> video tutorial is also available.

Step 1: Confirm you do not have an existing NSF account

• If you forgot your password for an established NSF account, follow the below steps to reset it:

Account

Management

- Open <u>Research.gov</u> and click "Sign In" located at the top of the screen. (Figure 1).
- Click "Sign In Using NSF Credentials." (Figure 2)
- Enter your Primary Email Address or NSF ID and click "Next". (Figure 3)
- Click "Forgot Password ?" (Figure 4)
- Click "Send me an email" (Figure 5) to have a verification email sent to the registered email address on your account. An email will be sent to you prompting a password reset. Select on the "Reset Password" link within the email and follow the instructions to reset your password. Note that your email address can only be associated with one NSF account (i.e., only one NSF ID per person).
- If you do have an existing NSF account and you know your password, you can edit your account profile information by selecting the "**My Profile**" option located on the top right of <u>Research.gov</u> homepage after signing in and completing authentication
- If you do not have an existing NSF account, proceed to Step 2.

Step 2: Access the Account Registration page

- Open <u>Research.gov</u>
- Click "Register" located at the top of the screen. (Figure 1)

Step 3: Complete the Account Registration page

Input the requested account registration information. (Figure 6)

<u>Important Note</u>: Your primary email address will be used for NSF account notifications including password resets. Please make sure you have ongoing access to this email account (e.g., a Gmail address). It is critical that you have continued access <u>to</u> this email account, especially if you were to ever change organizations.



I confirm that I am at least 13 years of age.

 Save & Preview
 Cancel

Figure 6



Register for a New NSF Account (continued)

(Continuation of steps to complete the Account Registration page)

- If your Primary Email Address domain suffix is "edu", an important message and checkbox will display. Check the box to confirm ongoing access to your ".edu" Primary Email Address for account management and password resets and to acknowledge that sign-in to Research.gov may not be possible if access to this ".edu" Primary Email Address is lost.
- Check the box to confirm that you are at least 13 years of age. (Figure 7)
- Click "Save & Preview." (Figure 7)
- Verify that your account registration information is correct on the Preview Account Registration screen. (Figure 8)
- If you need to update your account registration information, select the "Edit" button to return to the previous screen.
- Check the box to confirm you are not a robot and click "Submit." (Figure 8)
- You will receive an Account Registration Confirmation on the screen. (Figure 9)
- Check the primary email account that you just used for two messages: one containing your new NSF ID and another containing your temporary password.



- Click "Return to Sign In" (Figure 9) or select "Sign In" on the top of <u>Research.gov</u>. (Figure 1)
- Click "Sign In Using NSF Credentials." (Figure 10)
- Enter your Primary Email Address or NSF ID and click "Next." (Figure 11)
- Enter your temporary password and click "Verify." (Figure 12)
- Set a new password for your account and click "Change Password." (Figure 13)
- Check the primary email account that you used for an email confirming that your password has been changed.



Required				
Prefix	* First Name	Middle Name/Initial	* Last Name	Suffix
Select Prefix	✓ John		Doe	Select Suffix
Jecondary Email Ad	dress	Confirm 5	Secondary Email Address	
		Bhone Number		Extension
ORCID ID (16-digits	ie. 1234-1234-1234-1234)	Filone Number		

Account Registration Confirmation

• Your account has been successfully created.

Figure 7



Figure 9

A john.doe@tester.com

Your research.gov password

has expired

assword requirements

× At least 8 characters



Step 5: Set up your preferred security method to access your account

- Once you complete resetting your password, you will be prompted to set up your security method (i.e., multifactor authentication method) for accessing your account. Follow the corresponding prompts to set up your preferred security method. For more information on setting up your preferred security method, including guides and video tutorials, go to <u>"About</u> Research.gov Sign In".
- Once you have completed setting up your preferred security method, you will be redirected to the Research.gov homepage. (Figure 15)
- · You have successfully registered for a new NSF account!

Step 6: Add a new organization role

 Now that you have an NSF account, you can add organizational roles to your account profile.

<u>Important Note:</u> Reviewers, GRFP Applicants, GRFP Fellows, and fellowship reference letter writers will not add an organizational role. GRFP-specific Account Management training resources including guides and FAQs are available on the <u>GRFP</u> <u>Account Management page</u>.

ONLINE GRANTS MANAGEMENT FOR THE NSF COMMUNITY				
Proposals R	eviews & Meetings	Awards & Reporting	Fellowships & Opportunities	Manage Financials
tion ORFF Applicents: Reference	wher submission deadline is 6.00	PM Eastern Time on Outober 11, 2024. 1	ws reference letters must have "Bub	ntitled to NSP* status to submit ORPP* application to NSP. Bee <u>outsits</u>
access restricted features. a Proposals Ingase and Solven Proposal times of Inter, Preliminary, transformer Felorenhips and ierro Site. Prepare Proposal ierro Site. Prepare Proposal ierro Site. Prepare Proposal ierro Site.	dd a role 5 â Fwll, Recevuel, 58R/53TTR) a (Training)	Reviews & Meetin Proteide Reviews Profile for (Paneta, Ad Hot Reviews, Jacobs, and Other (Paneta, Ad Hot Reviews, Jacobs, and Charles, Committee of Varians, Sile Subcommittees)	gS ormation Meetings device/Committees. Values, and	Awards & Reporting Project Resons & Dans Sier Appendie Rosen (Haning) Nordschart & Reports & Award Documents & Supplemental Finding Requests & (Hang) Contenting Grant Incomental Finding Requests (Hang) Contenting Grant Incomental Finding Requests (Hang) Contenting Grant Incomental Finding Requests (Hang) Contenting Grant Incomental Finding Requests (Hang) Add Research Products &
ellowships & Opp raduate Research Fellowshi yopicants, Fellowshi raduate Research Fellowshi Pitolaja & fanage Reference Latters (M ostodoctal Fellowships) (ucasion and Training Applic Applicants, Pis, Provise/Revi	ortunities p Program (ORFP) p Program (ORFP) where for GRFP and ation (CTAP) exerts)	Manage Financial ACMS (ward Cash Manage Program Income Reporting Foreign Francial Disobsure (PHT9 & Bonne Ard 102) (Pastodecoral Falvas, Hong (Pastodecoral Falvas, Hong Orant Post-Award Financial	S In Report (FFDR) = 22) • rany Aurges) Contacts Contacts	Administration Une Management & Look Up NGP D

Figure 15



Migrate Your Existing NSF Account



Migrate Your Existing NSF Account

SI

ANSF User Sign In

Uses NSF ID or Primary Email address

 Step-by-step verification using your phone, app, security key or biometrics
 Learn more About Research goy Sign In

NSF Credentials

Sign In Using NSF Cre

New to NSF? Register

Sign In for NSF Staff

Research.gov

Organization Credentials

Directs you to sign in to your organization

Don't see your organization? Learn more / Register for

NSF is updating its account management system and we need you to verify your account

On the next screen, you will be asked to review your account's primary email address and

If you have questions, please contact the NSF IT Service Desk at 1 (800) 381-1532 or

Redirects you back to Research.gov

ONLINE GRANTS MANAGEME FOR THE NSF COMMUNITY

ose a secure method to sign in to your NSF account in Research.go

Verify Your Information

phone number.

rgov@nsf.gov.

information. This is a one-time process.

To migrate your existing NSF account created in FastLane to NSF's Account Management System in Research.gov, you must verify your account's primary email address and phone number. If you created your NSF account before March 2018 and your email address is associated with more than one NSF account, you will be prompted to verify information. Depending on the information on file, you may be required to contact the NSF IT Service Desk for assistance.

How will the system prompt me to verify my information so that my account can be migrated?

- Open <u>Research.gov</u>
- Click "Sign In" located at the top right of the screen. (Figure 1)
- Click "Sign In Using NSF Credentials", enter your credentials (e.g., NSF ID and password) and sign in using your selected security method (i.e., multifactor authentication method) (Figure 2). If you have not set up your preferred security method yet, you will be prompted to complete this activity to access your account. For more information on setting up your preferred security method, including guides and video tutorials, go to "About Research.gov Sign In"
- Once you've successfully logged in using your preferred security method, you will receive a Verify Your Information pop-up. After you have read it, click "Next." (Figure 3)
- Select an email address, enter your 10-digit phone number and click "Next." (Figure 4)
- Note the information that has been saved as your account's primary email address and phone number. (Figure 5)
- Click "Add a New Role" and you will be directed to the Add a New Role page. (Figure 5)

Note:

 Upon completing the verification process, you will see a green success message at the top of the screen. To update your Contact and Academic/Professional Information, click the <u>My</u> <u>Profile</u> link in the success message. (Figure 5)

ify Your Information	X Verify Your Information
lease verify your primary email address and phone number. After this one time erification process, you will be able to make future updates to this account formation in My Profile.	Your account information has been verified and saved successfully. To update your Contact and Academic/Professional Information, visit <u>My Profile</u>
John Doe (NSF ID: 000100001)	John Doe (NSF ID: 000100001)
Required	Primary Email John.doe@test.com
Primary Email () For NSF account password recovery	Phone Number: (222) 222-2222
Select Primary Email v	Please proceed to the Add a New Role page to request a role.
Phone Number	
	Add a New Role
Next	Figr

Additional guidance including FAQs and instructional videos can be found on the Research.gov About Account Management. page. Account Management questions may be directed to the NSF IT Service Desk at 1-800-381-1532 or rgov@nsf.gov. Sign In Register | Home | Contact | Help | Abo

Figure 1

Figure 2

x

Figure 3

Login.gov Credentials

LOGIN.GOV

Sign In Using login.gov C

Directs you to sign in using login.go

Redirects you back to Research.gov



Multiple Accounts Found

Procedures Guide (PAPPG).

your system access will cease.

your reviewer information

rgov@nsf.gov

What happens when the system prompts me to verify my information but tells me I have multiple accounts that need to be reconciled?

- You will receive a Verify Your Information pop-up. After you read it, click "Next." (Figure 3)
- The "Multiple Accounts Found" pop-up informs you that your email address(es) is associated with more than one NSF ID. (Figure 6)
- Click "Go To Research.gov Home Page." (Figure 6)
- Important Note: Please be aware that the system will allow you to access Research.gov functionality for a grace period of 30 days.

My grace period has expired. What do I do?

- You will receive a Verify Your Information pop-up. After you read it, click "Next." (Figure 3)
- The "Multiple Accounts Found" pop-up informs you that an update to your account is required in order to restore service. (Figure 7)
- This pop-up will appear each time you sign in until you contact the NSF IT Service Desk to reinstate your access to NSF systems. (Figure 7)
- Click "Close." (Figure 7)



Your account email address(es) are associated with more than one NSE ID. NSE users should only have one NSF ID account per the NSF Proposal & Award Policies &

You may continue work on proposals and awards, however, NSF has logged this discrepancy and will contact you to help reconcile your multiple accounts. Please be

aware that these accounts must be reconciled, but there will be a grace period before

If you are a reviewer or meeting participant and have been instructed to provide your reviewer profile information your accounts must be reconciled before you can provide

If you have questions, please contact the NSF IT Service Desk at 1 (800) 381-1532 or

Go to Research.gov Home Page



x

The system is telling me that my email address is not in the correct format. What do I do?

- You will receive a Verify Your Information pop-up. After you read it, click "Next." (Figure 3)
- Notice the "Account Verification Failure" pop-up informing you that your email address(es) is in an invalid format. (Figure 8)
- You must contact the NSF IT Service Desk to address this issue. (Figure 8)
- Click "Close." (Figure 8)



Figure 8



Reviewer Job Aids



Provide Reviewer Profile Information



Provide Reviewer Profile Information

NSF requires all reviewers and participants in panels, site visits, advisory committees, subcommittees, and committees of visitors to have an NSF account in Research.gov and complete a one-time registration process to provide their reviewer profile information. Until this is completed, reviewers cannot open the Reviews, Panels, and Other Meetings page in order to access proposals for ad hoc reviews, panelist, activities, meeting registration, and meeting sign-in.

Access Research.gov

- If you do not already have an NSF account in Research.gov, please refer to the <u>Register for a New</u> <u>NSF Account</u> job aid and <u>Register for a New NSF</u> <u>Account</u> video tutorial.
- Once you have an NSF account, open <u>Research.gov</u>.
- Click "Sign In" located at the top right of the screen. (Figure 1)
- Click "Sign In Using NSF Credentials", enter your credentials (e.g., NSF ID and password) and sign in using your selected security method (i.e., multifactor authentication method) (Figure 2). If you have not set up your preferred security method yet, you will be prompted to complete this activity to access your account. For more information on setting up your preferred security method, including guides and video tutorials, go to "About Research.gov Sign In".

Submit Invitation Code or Email Address

- Once you've successfully logged in using your preferred security method, you will see a "Reviews & Meetings" tile on the Research.gov homepage. (Figure 3)
- Click the "Provide Reviewer Profile Information" link to begin the one-time process to provide your reviewer profile information. Any information you previously provided to NSF will be pre-populated. (Figure 3) Note that after you complete the one-time process and sign back into Research.gov, the Provide Reviewer Profile Information link will no longer be displayed.
- Enter the invitation code provided in an email to you from NSF (<u>noreply@nsf.gov</u>) with the subject "Review for NSF - Action Needed." If you cannot locate the email, please contact the NSF IT Service Desk at 1-800-381-1532 to have it re-sent. Alternatively, enter the email address where you received the notification from NSF for the review or meeting. (Figure 4)



▲ To access restricted features, add a role Proposals Proposals (Laters of Inter, Periminary, Fall, Renewal, Postdoctoral Followships and SBR/STTR) Demo Site: Prepare Proposals (Training) Proposal Status	Reviews & Meetings Provide Reviewer Profile Information Network, Franker, and Uniter Meetings (Pranks, Ad-Reviews, Advisor, Committee, Committee, Committees, Committees, Site Visits, and Subcommittees)	Awards & Reporting Project Reports Deno Site Project Reports (Training) Notifications & Requests Award Documents Supplemental Funding Requests (including Career- Life Islancio Deno Site Supplemental Funding Requests (Training) Continuing Carel Incomments Reports @ NSF Patic Access Reports @ NSF Patic Access Reports @ NSF Patic Access Reports (NSF-PAR) Add Research Products
Fellowships Gradate Research Fellowship Program (Applicants, Fellows) Gradate Research Fellowship Program (Officials) @	Manage Financials ACMS (Award Cash Management Service) @ Program Income Reporting Foreign Financial Disclosure Report (FFDR) @ (CHIPS & Science Act of (2022) •	Administration User Management A Look Up NSFID

Figure 3

Provide Reviewer Profile Information	on		
Providing Reviewer Information is only for those users who have re-	received notice from NSF	through email to provide their information in Research.gov.	
NSF now requires all reviewers and meeting participants to manage pr You may need to provide additional information such as organizational	rofile information in Rese affiliations and demogra	arch gov. You will not be able to participate until you have completed phic information.	d this one-time proces
Invitation Code 10 characters, e.g., 123A567B8C Provide your invitation code received via email	or	Email Address Provide the email address where you received your request to review	
Submit		Submit	
< Back to Research.gov Home			
			Figure 4

- Click "Submit".
- <u>Important Note</u>: You will only receive an email with instructions to provide reviewer profile information if you are invited by an NSF staff member to review a proposal or participate in a panel, site visit, advisory committee, subcommittee, or committee of visitors meeting. If you believe you should have received an email with an invitation code or for additional assistance, contact the NSF IT Service Desk at 1-800-381-1532 or <u>rgov@nsf.gov</u>.



Verify Your Email Address

- You may be prompted to verify your email address after submitting your invitation code by entering a one-time password that will be sent to your email address. (Figure 5)
- Enter the one-time password provided in an email to you from NSF (<u>noreplyadmin@nsf.gov</u>) with the subject "NSF Email Verification - Your One-Time Password." If you cannot locate the email, click the "generate a new one" link on the screen or contact the NSF IT Service Desk at 1-800-381-1532 for assistance. (Figure 5)

•	
You will n *****t@gn <u>a new one</u>	eed to verify your email address to continue. A one-time password has been sent to all.com and will expire in 10 minutes. If you can't find it or it has expired, you can <u>generate</u> or contact the NSF IT Service Desk at 1 (800) 381-1532 or <u>rgov@nsf.gov</u> .
One-Time Pas	sword (6 digits)
Note: For secur amail listed abo	ly purposes, you will receive two emails. One to your Research.gov account email and one to the ve.

Click "Continue."

After entering your invitation code or email address, you will be navigated to a five-step wizard to enter reviewer profile information including organizational affiliations, demographic information, academic and professional references, and preferred contact information for reviewer/meeting activities. All information can be updated at any time by accessing "My Profile" in Research.gov.

Step 1: Organizational Affiliation(s)

- Indicate if you have been affiliated with any organizations in the past 12 months. (Figure 6)
- If you select "No", click "Next" to continue.
- If you select "Yes", you will need to add your organizational affiliations.

Important Note: If you already have an

organization-approved role (e.g., PI role) at NSF, then "Yes" will be automatically selected by default and the "No" option will be disabled. (Figure 9)



Adding Organization(s)

- When "Yes" is selected, a field will appear for you to add your organizational affiliation(s). (Figure 7)
- Search for your organization by typing the name of the organization in the field. If the organization is registered in <u>SAM.gov</u>, then it will appear in the list along with the organization's SAM.gov-issued Unique Entity ID (UEI) and address. Select the organization from the list. (Figure 7)
- * In the past 12 months, have you been affiliated with an organization?
- No. I have not been affiliated with an organization in the past 12 months
- Yes. I am currently affiliated or have been affiliated with an organization in the past 12 months

Search for an organization below by name. Matching results will be returned along with the organization's SAM.gov Z^{*} unique entity ID (UEI). If your organization is not listed, you may add your own by selecting "Other (Please specify)."

* Organization(s) Search by Name

1.		4
	Q TEST University	×
	TEST University UEI: XXXXXXXXXXXXX 123 Alpha Street, Austin, TX 12345, US	
	Other (Please specify)	

Figure 7

Figure 5



Adding Organization(s) - Continued

- If your organization is not in the system, you can add the organization by selecting the "Other (Please specify)" option. (Figure 8)
- If you have been affiliated with more than one organization in the past 12 months, click "Add Additional Organization" and repeat the process to add the other organizational affiliations. (Figure 8)
- If necessary, you can delete an organization you entered using the trash can icon. (Figure 8)

TEST University UEI: XXXXXXXXXXXX 123 Alpha Street, Austin, TX 12345, US	Υ	
	* Other Organization (Please specify)	
Other (Please specify)	 ABC University 	Û
Add Additional Organization	United States Institute	Ê

Click "Next" to continue.

Figure 8

Important Note: If you already have an organization-approved role (e.g., PI role) at NSF, then the organization(s) affiliated with your role(s) will be listed. You cannot delete these organizations from the list. However, you can indicate if you have not been affiliated in the past 12 months with the organization(s) by clicking the check box next to it. (Figure 9)

In the	e past 12 months, have you been affiliated with an organization?		
- NO.	Thave not been anniated with an organization in the past 12 months		
Yes	. I am currently affiliated or have been affiliated with an organization in the	e past 12 months	
Sea add * Or 1.	rch for an organization below by name. Matching results will be returned your own by selecting "Other (Please specify)." ganization(s) Search by Name TEST University UEI: XXXXXXXXXXX 123 Alpha Street Austin TX 12345 US	along with the organization's SAM.gov C unique entity	ID (UEI). If your organization is not listed, you may a past 12 months
	120 / 1010 01 0000, / 103011, // 12043, 00	1 Other Ormanization (Disease specific)	
		Other Organization (Please specify)	
2.	Other (Please specify) v	United States Institute	
			Figure 9

	Helpful Tips
•	If you have questions about organizational affiliations, click the "What is an organizational affiliation?" link for clarification.
•	Unique Entity Identifiers (UEI) are issued by the System for Award Management (SAM). Please refer to <u>SAM.gov</u> . Note that completion of the SAM registration process may take up to one month.



Provide Reviewer Profile Information (continued)

Step 2: Affiliation Details

- If your organization is registered in <u>SAM.gov</u>, the organization address will be pre-populated. Enter your Department/Office/Subunit. (Figure 10)
- If your organization is not registered in <u>SAM.gov</u>, you must enter the required address fields denoted by a red asterisk (*), along with your Department/Office/Subunit. (Figure 11)
- If you are currently affiliated or have been affiliated with more than one organization in the past 12 months, you must select a primary organization from the list. If you have an organization-approved PI role, this selection will not affect any NSF proposal preparation or submission activities in Research.gov or Grants.gov. (Figure 12)
- Click "Next."

Provide Reviewer Profile Information	1		
1. Organizational Affiliation(s) 2. Affiliation Details	3. Demographic Information	4. Additional Information	5. Review & Confirm
Affiliation Details * Required			
Organization(s) that are not currently saved in NSF systems require more registered in SAM.gov 2.	information. Addresses that have bee	en pre-populated cannot be edited for	r organizations that have already bee
Organizations can be edited later in My Profile.			
TEST University (UEI: XXXXXXXXXXXX)			
Address 123 Alpha Street Austin, TX 12345, US			
* Department/Office/Subunit			
			Figure 1
ABC University			

Country		
Select Country	v	
Street Address	Street Address (Line 2)	
City	* State/Territory	* Postal Code
	Select State	v

Figure 11

Primary Organization				
You indicated that you are currently affiliated or have been affiliated with more than one organization in the past 12 months. Please select your primary organization to help manage reviewer selection. This will not affect proposals.				
* Primary Organization				
Select Primary Organization	v			

Step 3: Demographic Information

- Complete the required fields denoted by a red asterisk (*). (Figure 13)
- If you have previously provided your demographic information this information will be pre-populated. Review your responses and make any necessary updates.
- Click "Next."
- <u>Important Note</u>: Your demographic information will not be shared with your organizational contacts.

1. Organizational Affiliation(s) 2. Affiliation Details	3. Demographic Information 4. Additional Information 5. Review & Confirm
Demographic Information	
NSF asks for demographic data relating to gender, ethnicity/race and dis benefiting everyone regardless of demographic category; and to ensure vacancies, and other research and educational opportunities as everyon	ability to gauge whether our programs and other opportunities in science and technology are fairly reaching and that those in under-represented groups have the same knowledge of and access to programs, meetings, e else. For more information, read the Privacy Act Statement.
* Required	
* Gender (Please select one)	* Ethnicity (Please select one)
O Male	O Hispanic or Latino ()
○ Female	O Not Hispanic or Latino
 Unspecified, or another gender identity 	O Do not wish to provide
O Do not wish to provide	
* Race (Please select all that apply)	* Do you have a disability? (Please select one)
Race Definitions	What is considered a disability?
American Indian or Alaska Native	○ Yes
Asian	O No
Black or African American	O Do not wish to provide
Native Hawaiian or Other Pacific Islander	
White	
Other (Please specify)	
— • • • •	

Figure 13

Figure 12

NST

Account Management

Provide Reviewer Profile Information (continued)

Step 4: Additional Information

- Complete the required fields denoted by a red asterisk (*). (Figures 14 and 15)
- If you have previously provided your highest degree, areas of expertise, or professional references, this information will be prepopulated. Review your responses and make any necessary updates.

Helpful Tips

•

- Preferred Email Address for Review/Meeting Activities is the email address NSF will use for review activities related to panels, site visits, advisory committees, subcommittees, and committees of visitors only. Adding this preferred email address will not affect your primary, secondary, or organizational email address information in the Account Management System.
- Preferred Phone Number for Review/Meeting Activities may be used during an active panel, site visit, advisory committee, subcommittee, or committee of visitors meeting for NSF staff to contact you if you are unreachable via email. This is not for texting purposes and will not affect your other contact information in the Account Management System.
- You must provide at least one area of expertise but may not provide more than five.

Click "Next."

1. Organizational Athiation(s) 2. Athiation Details Additional Information Required Contract Professional information to enable program officials to manage reviewer selection, as well as related ment review functions. For more information, read the there was dotted frequence information to enable program officials to manage reviewer selection, as well as related ment review functions. For more information, read the there was dotted frequence information to enable program officials to manage reviewer selection, as well as related ment review functions. For more information, read the there was dotted frequence information to enable program officials to manage reviewer selection, as well as related ment review functions. For more information, read the there was dotted frequence information to enable program officials to manage reviewer selection, as well as related ment review functions. For more information, read the there was dotted frequence information to enable program officials to manage reviewer selection, as well as related ment review functions. For more information, read the there was dotted frequence information to enable program officials to manage reviewer selection, as well as related ment review functions. For more information, read the there was dotted frequence information and dotted frequence information and dotted frequence information and dotted frequence information information and dotted frequence information information and dotted frequence information and dotted frequence information information and dotted frequence information information and and dotted frequence information and dotted frequence information and dotted frequence information and dotted frequence information and dotted freque	rovide Reviewer Profile Information	_
diditional Information Repared BP desk for professional information to enable program officials to manage reviewer selection, as well as related metit review functions. For more information, read the investive ACI Statement. Contact Preferences for Review/Meeting Activities • Preference formality activities • • Contact Preferences for Review/Meeting Activities • • Contact Preference	1. Organizational Affiliation(s) 2. Affiliation Details 3. Demographic Information 4. Additional Information 5. Review & Confirm	
Requird BY asks for professional information to enable program efficials to manage revewer selection, as well as related metit review functions. For more information, read the invacy Act Statement. Contact Preferences for Review/Meeting Activities Preference Manage incom Ore (Preases specify) Preferences on the provide Freference Manage incom Ore (Preases specify) Preferences preferences Freference Freference Freference Freference Freference Freference Freference Freference Freference Freference Freference Freference Freference Freference Freference Freference F	dditional Information	
SF ads for professional information to enable program officials to manage reviewer selection, as well as related mert review functions. For more information, read the macy Act Statement. Conclust Protection 2s for Review/Meeting Activities 0 O robone (Artiggmant com) Other (Please specify) Preferred Phone Number for Review/Meeting Activities 0 O ther (Please specify) Preferred Phone Number for Review/Meeting Activities 0 O not weat to provide Freferred Phone Number for Review/Meeting Activities 0 O not weat to provide Freferred Phone Number for Review/Meeting Activities 0 O not weat to provide Freferred Phone Number for Review/Meeting Activities 0 O not weat to provide Freferred Phone Number for Review/Meeting Activities 0 O not weat to provide Freferred Phone Number for Review/Meeting Activities 0 O not weat to provide Freferred Phone Number for Review/Meeting Activities 0 O not weat to provide Freferred Phone Number for Review/Meeting Activities 0 O not weat to provide Freferred Phone Number for Review/Meeting Other (Please specify): Artigli of Expertise Select Highest Degree Note: a not Steperitise Note: a not Steperitise Add up to five I select Area of Expertise Add up to five I select Area of Expertise Professional References Religit 0 Referred Expertise Religit 0 Freferred Phone Steperities (not noviewers. I select Area of Expertise Reviewer Steperities Note: a not steperi	Required	
Contact Preterances for Review/Meeting Activities Preferred Email Address for Review/Meeting Activities O (K-Pone UATSecondary@gmail.com O (K-Pone UATSecondary@gmail	SF asks for professional information to enable program officials to manage reviewer selection, as well as related merit review functions. For more information, read the rivacy Act Statement.	
Prefered Email Address for Review/Meeting Activities 9 0 GKPoneu/AT&gonal.com 0 CKPoneu/AT&gonal.com 0 CKPoneu/AT&gonal.com 0 Hort (Please specify) Preferred Phone Number for Review/Meeting Activities 9 0 (111) 11111 0 Other (Please specify) 0 on twish to provide Preferred Phone Number for Review/Meeting Activities 9 0 (111) 11111 0 Other (Please specify) 0 on twish to provide Preferred Phone Number for Review/Meeting Activities 9 0 (111) 11111 0 Other (Please specify) 0 on twish to provide Preferred Phone Number for Review/Meeting Activities 9 0 (111) 11111 0 Other (Please specify) 0 on twish to provide Preferred Phone Number for Review/Meeting Activities 9 0 (111) 11111 0 Other (Please specify) 0 on twish to provide Preferred Phone Number for Review/Meeting Activities 9 9 (111) 1111 0 on twish to provide Preferred Phone Number for Review/Meeting Activities 9 9 (111) 1111 0 on twish to provide Preferred Phone Number for Review/Meeting Activities 9 9 (111) 1111 0 on twish to provide 9 (111) 1111 1 (111) 111	Contact Preferences for Review/Meeting Activities	
<pre>b ChromeLATSgennal.com b ChromeLATSgenn</pre>	Preferred Email Address for Review/Meeting Activities 🚯	
<pre>> CkPoneLMTSecondary@gmail.com > Other (Please specify) Prefered Phone Number for Review!Meeting Activities ● ((1)(1) 111-111) > Other (Please specify) > Do not wish to provide </pre>) CKPoneUAT@gmail.com	
Preferred Phone Number for Review/Meeting Activities • (1(1) 111-111) (1(1) 111-111) (1(1) 111-111) (1(1) 111-111) (1) Dher (Please specify) Pogree sights Degree Select Highest Degree Select Advance of Expertise Attag Professional References Professional References Select For Professional website, Linkedin, Google Scholar) Selestame der Kore Kolar) Selestame der Kore Kola) CKPoneUATSecondary@gmail.com	
Preferred Phone Number for Review/Meeting Activities 9 (111) 11-1111 10 ther (Please specify) be not wish to provide Prefere regres select Highest Degree Select Highest Degree select Highest Degree select Highest Degree variage of expertise Add up to five 1. Select Area of Expertise variage of Expertise <p< td=""><td>Other (Please specify)</td><td></td></p<>	Other (Please specify)	
Itilitititititititititititititititititit	Preferred Phone Number for Review/Meeting Activities 🚯	
Protect Press Press Press Highest Degree Image: Comparison of expertise Area(s) of Expertise Image: Comparison of expertise Pour area of expertise is not listed, you may add your own by selecting "Other (Please specify)." Area(s) of Expertise Area(s) of Expertise Image: Comparison of expertise is not listed, you may add your own by selecting "Other (Please specify)." Adrea(s) of Expertise Add up to five Image: Comparison of Expertise Image: Comparison of Expertise Image: Comparison of Expertise Professional References Image: Comparison of reviewers. Professional faculty, staff profile, or professional website, Linkedin, Geogle Scholar) estates may be used for NSF selection of reviewers. Image: Comparison of reviewers. Image: Comparison of reviewers. Image: Comparison of reviewers. Image:) (11) 11-111	
Po not wish to provide Figure Highest Degree Area(s) of Expertise elect up to five items that best describe your area(s) of expertise. Your area of expertise is not listed, you may add your own by selecting "Other (Please specify)." Area(s) of Expertise Professional References RCiD ID © 16-digits is., 1234-1234-1234-1234 Professional faculty, staff profile, or professional website, Linkedin, Google Scholar) Hebsites (e.g., Organizational faculty, staff profile, or professional website, Linkedin, Google Scholar) Hebsites may be used for NSF selection of reviewers.) Other (Please specify)	
Pigu	Do not wish to provide	
Select Highest Degree Area(s) of Expertise Area(s) of Expertise Area(s) of Expertise is not listed, you may add your own by selecting "Other (Please specify)." Area(s) of Expertise Add up to five I. Select Area of Expertise Add Area of Expertise Professional References RciD iD © 16-digits i.e., 1234-1234-1234-1234 ebsites (e.g., Organizational faculty, staff profile, or professional website, Linkedin, Google Scholar) ebsites may be used for NSF selection of reviewers.	Highest Degree	
Area(s) of Expertise Select up to five items that best describe your area(s) of expertise. (your area of expertise is not listed, you may add your own by selecting "Other (Please specify)." Area(s) of Expertise Add up to five 1. Select Area of Expertise Professional References Professional References Vebsites (e.g., Organizational faculty, staff profile, or professional website, Linkedin, Google Scholar) Vebsites may be used for NSF selection of reviewers.	Select Highest Degree v	
elect up to five items that best describe your area(s) of expertise. 'your area of expertise is not listed, you may add your own by selecting "Other (Please specify)." Area(s) of Expertise Add up to five 1. Select Area of Expertise Add Area of Expertise Professional References Professional References Professional References Professional faculty, staff profile, or professional website, LinkedIn, Google Scholar) rebsites (e.g., Organizational faculty, staff profile, or professional website, LinkedIn, Google Scholar) rebsites may be used for NSF selection of reviewers.	Area(s) of Expertise	
Area(s) of Expertise Add up to five 1. Select Area of Expertise Add Area of Expertise Professional References Professional References PRCID iD ID 16-digits i.e., 1234-1234-1234 Vebsites (e.g., Organizational faculty, staff profile, or professional website, LinkedIn, Google Scholar) Vebsites may be used for NSF selection of reviewers.	elect up to five items that best describe your area(s) of expertise. your area of expertise is not listed, you may add your own by selecting "Other (Please specify)."	
1. Select Area of Expertise Add Area of Expertise Professional References DRCID iD ID 16-digits i.e., 1234-1234-1234 Professional faculty, staff profile, or professional website, LinkedIn, Google Scholar) /ebsites (e.g., Organizational faculty, staff profile, or professional website, LinkedIn, Google Scholar)	Area(s) of Expertise Add up to five	
Add Area of Expertise Professional References Professional References Pro	1. Select Area of Expertise v	
Professional References PRCID iD [®] 16-digits i.e., 1234-1234-1234 Professional faculty, staff profile, or professional website, LinkedIn, Google Scholar) Professional faculty staff profile, or professional website, LinkedIn, Google Scholar) Professional faculty staff profile, or professional website, LinkedIn, Google Scholar) Professional faculty staff profile, or professional website, LinkedIn, Google Scholar) Professional faculty staff profile, or professional website, LinkedIn, Google Scholar) Professional faculty staff profile, or professional website, LinkedIn, Google Scholar) Professional faculty staff profile, or professional website, LinkedIn, Google Scholar) Professional faculty staff profile, or professional website, LinkedIn, Google Scholar) Professional faculty staff profile, or professional website, LinkedIn, Google Scholar) Professional faculty staff profile, or professional website, LinkedIn, Google Scholar) Professional faculty staff profile, or professional website, LinkedIn, Google Scholar) Professional faculty staff profile, or professional website, LinkedIn, Google Scholar) Professional faculty staff profile, or professional website, LinkedIn, Google Scholar) Professional faculty staff profile, or professional website, LinkedIn, Google Scholar) Professional faculty staff profile, or professional website, LinkedIn, Google Scholar) Professional faculty staff profile, or professional website, LinkedIn, Google Scholar) Professional faculty staff profile, or professional website, LinkedIn, Google Scholar) Professional faculty staff profile, or professional faculty staff profile, or professional website, LinkedIn, Google Scholar) Professional faculty staff profile, or professional faculty staff profile, or professional website, LinkedIn, Google Scholar) Professional faculty staff profile, or professional	Add Area of Expertise	
Vebsites (e.g., Organizational faculty, staff profile, or professional website, LinkedIn, Google Scholar) Vebsites may be used for NSF selection of reviewers.	Professional References	
Vebsites (e.g., Organizational faculty, staff profile, or professional website, LinkedIn, Google Scholar) Vebsites may be used for NSF selection of reviewers.	IRCID ID 🔞 16-digits i.e., 1234-1234-1234-1234	-
Vebsites (e.g., Organizational faculty, staff profile, or professional website, LinkedIn, Google Scholar) Vebsites may be used for NSF selection of reviewers.		
	/ebsites (e.g., Organizational faculty, staff profile, or professional website, LinkedIn, Google Scholar) /ebsites may be used for NSF selection of reviewers.	
- Add Mahalin		
	Add Wabeita	

Step 5: Review & Confirm

Review your information for accuracy and click "Submit." (Figure 16)

Provide Reviewer Profile Information		
1. Organizational Affiliation(s) 2. Affiliation Detail	Is 🗸 3. Demographic Information 🗸 4. Additional Information 🗸 5. Review & Confirm	
Review & Confirm		
Organizational Affiliations		
TEST University (UEL:0000000000) (Primary) United States Institute 0 View SMA Logit Business Name 123 Bets Street 123 Aphs Street College of Expineering College of Engineering Arriington, TX 12346, US		
Demographic Information		
Gender Male		
Race American Indian or Alaska Native		
Ethnicity Hispanic or Latino		
Do you have a disability? No		
Additional Information		
Preferred Email Address for Review/Meeting Activities CKPoneUAT@gmail.com	Preferred Phone Number for Review/Meeting Activities (111) 111-1111	
Highest Degree AS - Associate in Science (2000)		
Area(s) of Expertise Atmospheric Chemistry		
ORCID iD O None Provided		
Websites Websites may be used for NSF selection of reviewers. testsite.com ☑ mysite.com ☑		



If you indicated that you have **not** been affiliated with an organization in the past 12 months, a warning
message will display asking you to review this information since most reviewers have at least one
organizational affiliation. (Figure 17)

Provide Reviewer Profile Information		
1. Organizational Affiliation(s) 2. Affiliation Details 3. Demographic Information 4. Additional Information 5. Review & Confirm		
	_	
A You indicated that you have not been affiliated with any organizations in the past 12 months. Please review your information to ensure your response is accurate before submitting.		
	_	
Review & Confirm		
Organizational Affiliations		
Organizational affiliations are used to manage reviewer selection and determine conflicts of interest. What is an organizational affiliation? For organizational affiliation related questions, please contact the cognizant NSF Program Officer for your upcoming ad hoo review, panel, or meeting.		
None Provided		
Figure 1	17	

Submission Confirmation

 View the success message on My Profile to confirm you have successfully provided your reviewer profile information. (Figure 18)

My Profile For NSF ID		
You have successful	ly provided reviewer information	for your Research.gov account. You can now access your assigned Reviews, Panels, and Other Meetings.
Contact Information	Demographic Information	Academic/Professional Information
Update your profile information here. If you have a role at an organization, you can update your organization-specific information on <u>View My Roles</u> .		