Adding Products

There are several ways to upload products:

1. To manually upload a product, click on the "Manage Products" link in the left sidebar, and then on the "Add Product" button in the Product Management page.

2. Give the product a title and add authors using the "<<" and ">>" buttons or by typing them in manually. Add other information about your product into the remaining boxes.

3. When finished, click on "Save Product."

What are products?

Products are anything that is produced as a result of your research. In addition to publications and patents, you can also include such things as conferences, presentations, start-up companies, awards, and news stories as products.

Contributions are any form of monetary or in-kind support, including grants and scholarships.

Multimedia can include any media featuring a GlycoNet project.

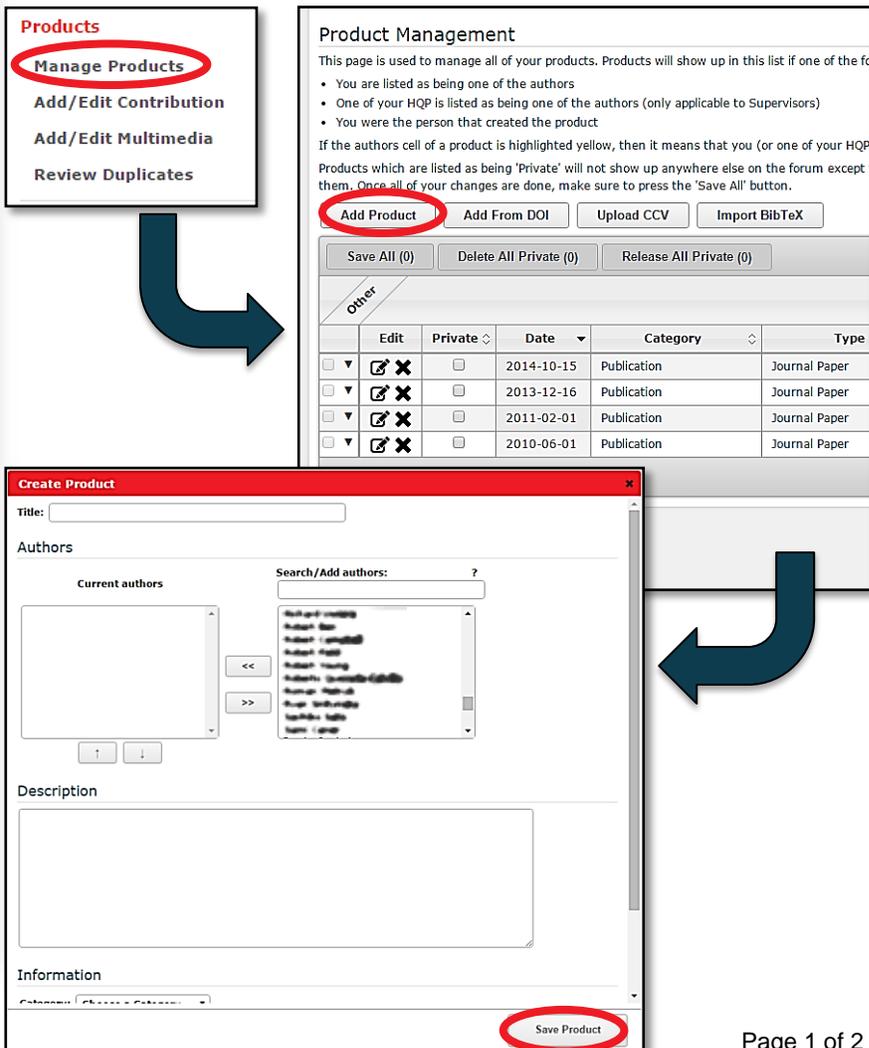Products will show up in your product list if:
- You are listed as an author;
- One of your HQP is listed as an author; or
- You were the person that created the product

Keeping products up-to-date is extremely important for reporting to the NCE Secretariat. Please try to regularly update your product list.

4. If the product is tied to a GlycoNet project, check the appropriate box in the Related Projects section.

5. Products can also be quickly added by their DOI, from your CCV, or as a BibTeX reference.

6. Products marked "Private" can only be seen by you. Uncheck this box to make the product visible to others in the forum. Be sure to click the "Save All" button to protect any changes that you make.

Troubleshooting

Sometimes, products may not appear in your profile after you add them. Often, this happens because there are differences between profile names and author names on the publication, such as initials.

To deal with this problem:

1. Click on the Edit icon.

2. Remove GlycoNet members not recognized by the Forum using the ">>" button.

3. Replace the author with a name from the drop-down list using the "<<" button. Adjust author order using the ↑ and ↓ buttons.

4. Names of authors associated with GlycoNet should appear in **bold** if they are recognized by the Forum.

If you have any other questions about the Forum, please contact Ryan Snitynsky (snitynsk@ualberta.ca) or David Turner (dwt@ualberta.ca).