

Welcome to the UNIWeb instruction guide

The screenshot displays the McGill Research Network website. At the top left is the McGill logo. The navigation bar includes links for Network, Members, Groups, and More, along with a search bar. The main heading is "McGill Research Network" with the subtitle "Explore the research community at McGill University." Below this are four main sections: "Research Clusters" (with a colorful circular graphic), "Members" (with a grid of researcher portraits categorized by Professors, Lecturers, and Research Associates), "Research Groups" (with a grid of group images), and "Research Places" (with a map of the United States showing research locations).

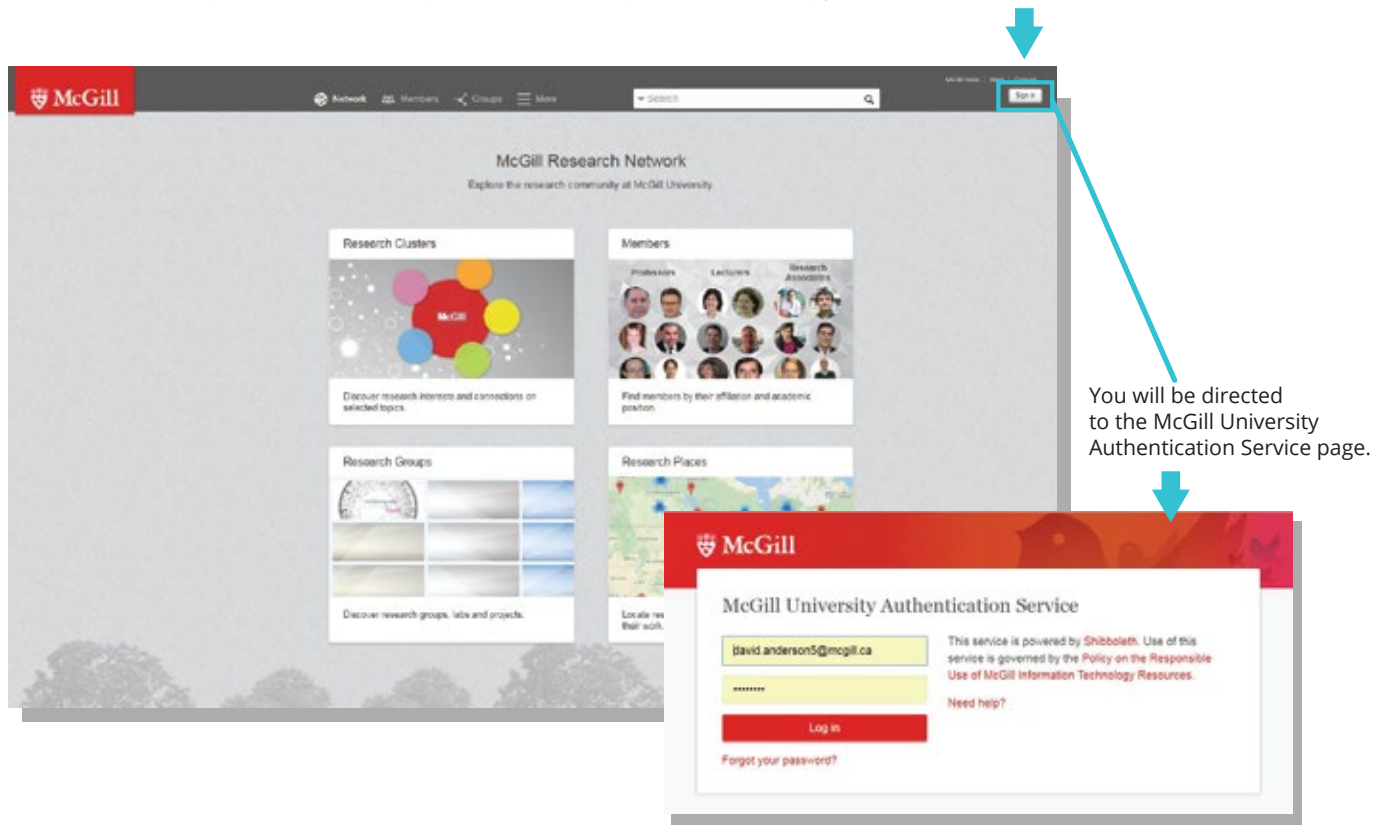
<https://uniweb.mcgill.ca/>

2018

Step 1.

Go to <https://uniweb.mcgill.ca/>

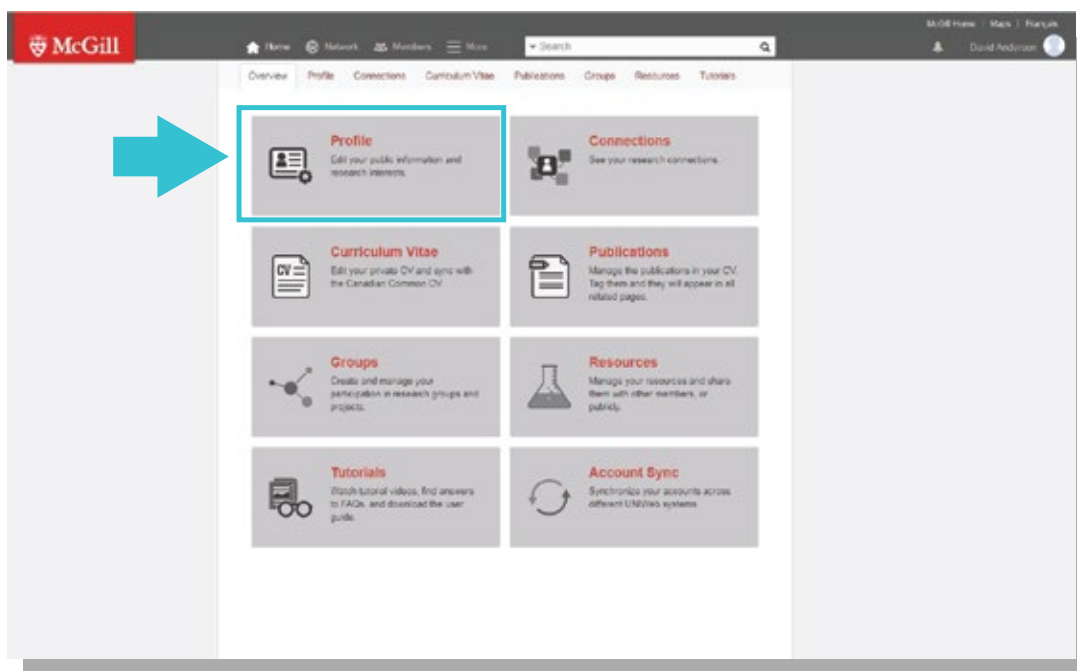
Start with creating an account or login to an existing account, using your McGill credentials.



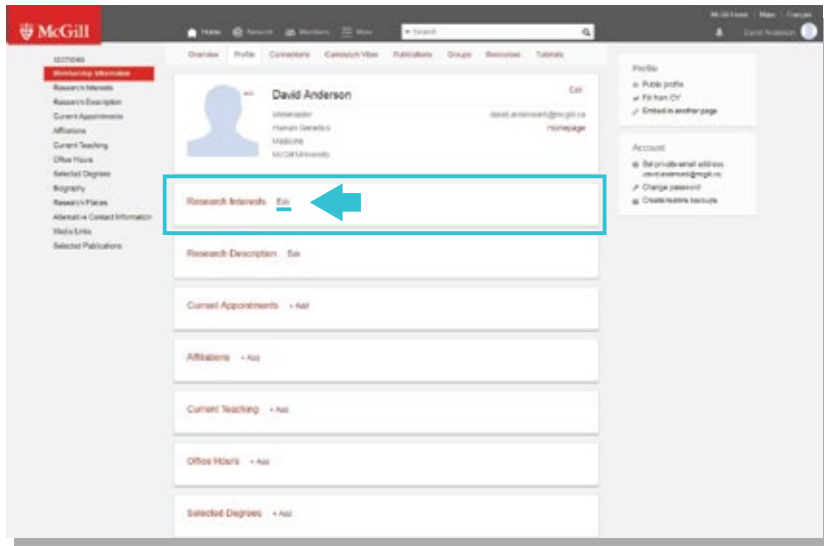
You will be directed to the McGill University Authentication Service page.

Step 2.

After creating your account you will be directed to the Overview tab. Click on Profile



Step 3. In the Research Interests section of your profile, click Edit.

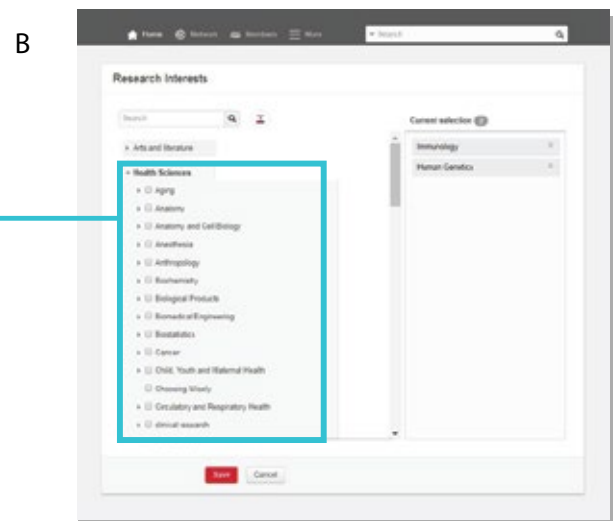
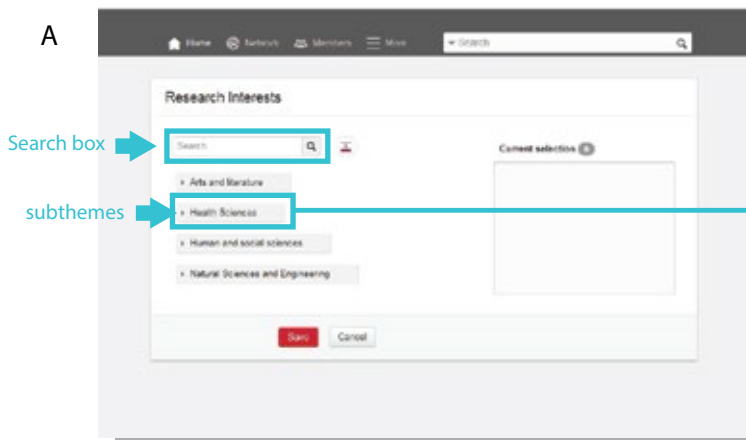


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Please note: the importance of filling in your research interests as comprehensively as possible. This information will be used to create a dynamic network of common research interests within the MiCM community.

Step 4.

Populate your Research Interests by typing in the Search box or by clicking on the arrows to open the subthemes (i.e. Immunology, Human Genetics).



Step 5.

Under Health Sciences go to [McGill initiative in Computational Medicine](#) and click on the arrow to select one of the following 3 MiCM axes:

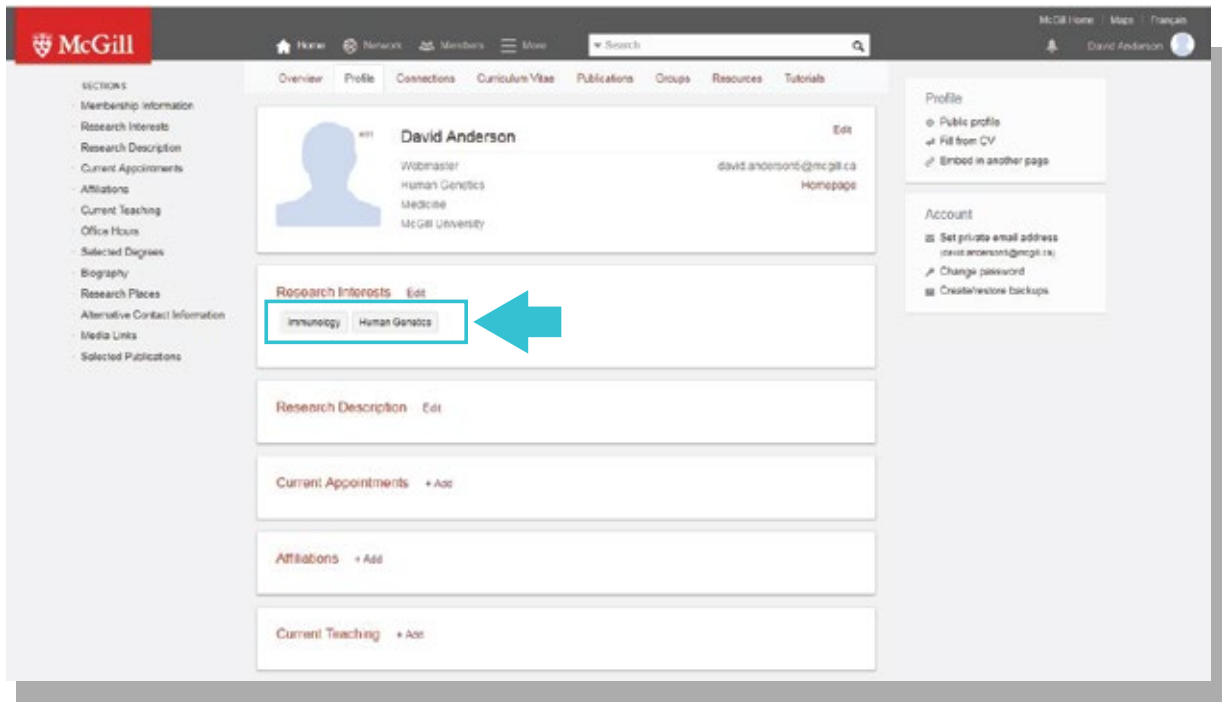
- Clinical Research
- Life Science Research
- Population Health Research

➔ [Click Save](#)

The screenshot shows a web interface for managing research interests. At the top, there is a navigation bar with 'Home', 'Network', 'Members', and 'More' icons, along with a search bar. The main content area is titled 'Research Interests' and contains a search box and a list of categories. The 'McGill initiative in Computational Medicine' category is expanded, showing three sub-axes: 'Clinical Research', 'Life Science Research', and 'Population Health Research'. These three axes are highlighted with a red box. To the right, the 'Current selection' panel shows 'Immunology' and 'Human Genetics' as selected items. At the bottom, there are 'Save' and 'Cancel' buttons, with the 'Save' button highlighted by a red box.

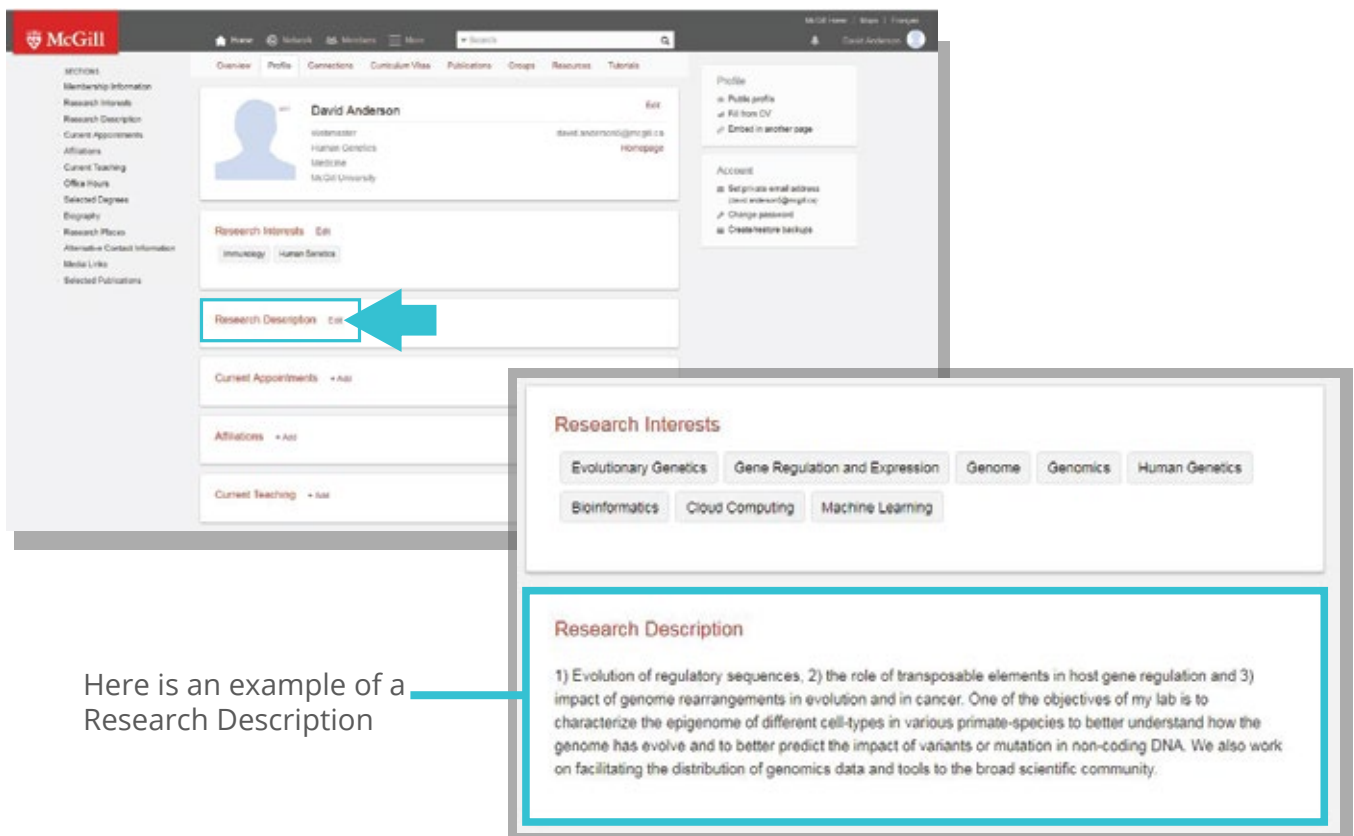
Step 6.

Once saved, your selected Research Interests will populate in the highlighted area, shown below.



Step 7.

Next, in the Research Description section to your profile, click Edit and write a short description.

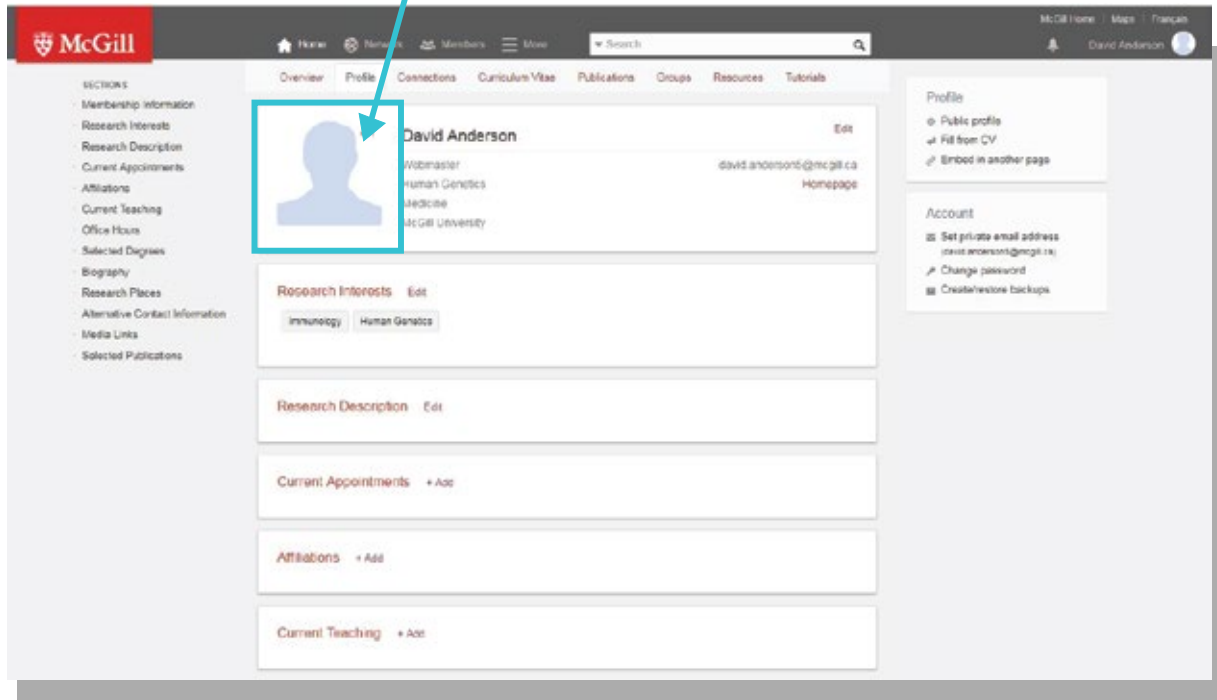


Here is an example of a Research Description

Step 8.

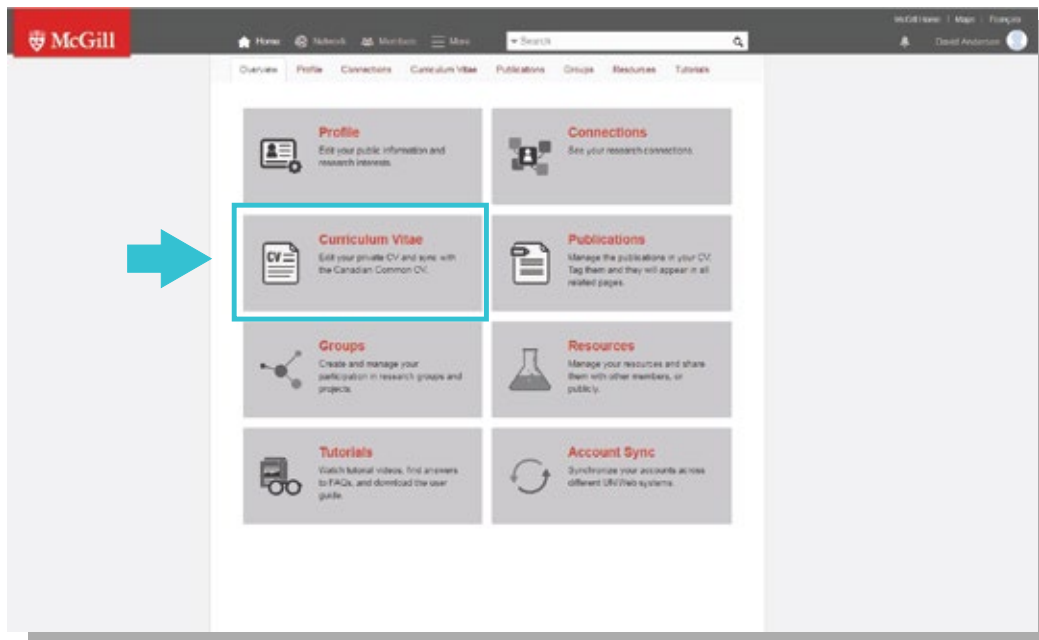
To customize your profile picture, click Edit, to upload a photo. It is important that the photo is recent and good quality.

(Click on Edit)



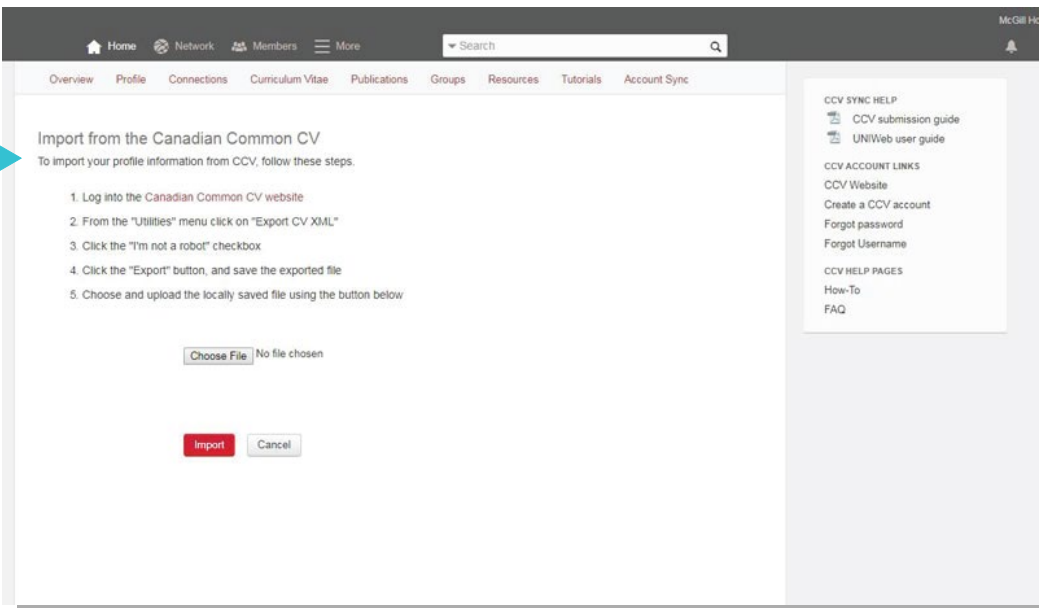
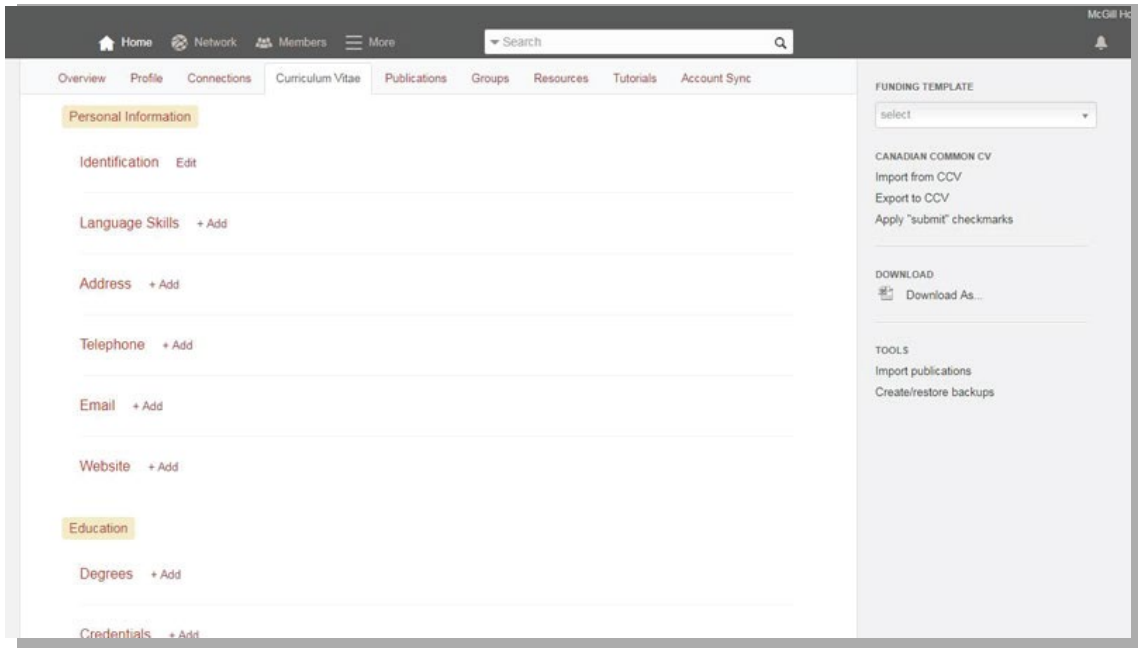
Step 9.

Return to the Overview tab. Click on Curriculum Vitae.



Step 10.

You can either manually input your CV information or directly import from your CCV by clicking [Import from CCV](#).



Thank you for updating your profile. Our extraction process will use the information from your updated profile to be represented on the MiCM web page.

Thank you