## Step-by-step Access to SciENcv

1.	If you already have a login for NCB	l, start hemetps://www.ncbi.nlm.ni	h.gov/account/therwise, if you

## Linking Your Accounts

Link your accounts by clicking your user namie the upper rightand corner				
Select Changeunder linked accounts				
Searchfor the account name you'd like to lindend then follow the instructions on the link.				
As you link your accounts, y				



If you don't have any Biosketches built yet, you willselect Cick here. OR

If you do have Biosketches built, you will select Manage SciENcv





Choosethe type of Biosketch you need to build, the source of the datand if it will be public or private.



\*Note that if you choose an existing biosketch, any existing information that is required in the new biosketch will transfer for example, personal statements or NIH.





Select Create

## **BUILD AN NIH BIOSKETCH**



Once all of your edits are complete, you can create a PDF for upload to the sponsor's portal.

You can manually edit the information in each of these sections.

Unless you copied this from another NIH biosketchhe Personal Statemenection must bemanually entered. See the Formatting page following this page for how to format this section.

See the instructions in the F biosketch section above for how to tionce ecbioo Acience

Unless you copied this from another NIH biosketchhe Contributions to Science Descriptionmust bemanually entered. See the Formatting page following this page for how to format this section.

## FORMATTING TEXT BOXES IN THE BIOSKETCH



This is true of all text boxes, not just the personal statement.