

Guidance on Creating an NIH Biosketch using the New Format Required as of May 25th, 2015.

The key features of the *new* NIH Biosketch format are:

- The page limit is five pages;
- It allows descriptions of *up to five* of the most significant contributions to science;
- It allows researchers to outline the central findings of prior work and the influence of those findings on the investigator's field for each contribution;
- It provides the opportunity for investigators to describe their specific role(s) in the work;
- It permits a listing of *up to four* relevant peer-reviewed publications or other non-publication research products to accompany each contribution;
- It allows for a URL to a full list of the investigator's published work (*not* required at this time).

Fellowships: Applicants of Fellowships are required to use a Fellowship-specific format, which contains a different set of instructions and a section for applicants to include their scholastic performance.

Two options for creating the Biosketch:

- Manually, using a Word template (see below); or
- Online using SciENcv. SciENcv is *not* required at this time, however, is strongly encouraged. It will allow you to auto-populate information and save multiple versions for different circumstances. At this time, the Fellowship-specific format is not available in SciENcv.

Resources:

- [New Biosketch Forms and Samples](#) (includes standard and Fellowship formats)
- [FAQs](#)
- The Science Experts Network ([SciENcv](#))
- 3-minute [video tutorial](#) on SciENcv

Manual creation of Biosketch using Microsoft Word template:

- Follow the instructions and samples provided in the link above
- If creating a URL to a full list of published work, you can use MyBibliography of MyNCBI, or any publicly available digital database. To locate the URL in MyBibliography:
 - Log into MyNCBI at <http://www.ncbi.nlm.nih.gov/myncbi/>, using eRA Commons ID and password
 - Go to MyBibliography, and make the bibliography *public*. Making it *public* creates the URL and makes the bibliography accessible. The bibliography is only accessible to those whom you share the URL. *Public* does not mean it is found by search engines, such as Google. See screen shot below.

The screenshot shows the MyNCBI My Bibliography interface. At the top, there is a navigation bar with 'NCBI Resources' and 'How To'. Below that, the page title is 'My NCBI » My Bibliography'. A green checkmark indicates 'Bibliography permission update successful'. The main content area shows 'Public URL for your collection is' followed by a URL: <http://www.ncbi.nlm.nih.gov/sites/stephanie.scott.1/bibliography/44798319/public/?sort=date&direction=ascending>. A red circle highlights the URL. Below the URL, there is a button labeled 'make it private' and a link 'Edit settings for My Bibliography'. A red callout box points to the 'make it private' button with the text: 'Making the bibliography 'public' creates the URL. You can switch back and forth between 'public' and 'private.''. Another red callout box points to the URL with the text: 'This is the URL to include in the Biosketch.'.