

CV “Contributions” Section

Old Format (Individual Attachments)

New Format (CCV Contributions)

1. Five Most Significant Contributions



Not found in the New CCV. It is highly advisable to continue using .pdf upload for this section (1 page).

2. Activities and Contributions



Data now dispersed throughout CCV. Still highly advisable to continue using a .pdf upload (1 page).

3. Interruptions and Delays



Found in the **“Leaves of Absence”** section of the CCV. *(You are no longer allowed a .pdf Upload for this category)*

4. Intellectual Property and Patents



Found in the **“Intellectual Property”** section of the CCV. *You can leave this blank and do via .pdf upload if you wish.*

5. Publications and Presentations



Found in the **“Publications”** section of the CCV. *You can leave this blank and do via .pdf upload if you wish.*

CCV Section	CIHR requires data from...
Personal Information	N/A
User Profile	
Education (including all subfields)	Full Career
Recognitions	Full Career
Employment (including all subfields)	Full Career
Research Funding History	Last Five Years Only
Activities 'Student Supervision' 'Mentoring Activities'	Full Career
'Community and Volunteer Activities,' 'Knowledge Translation Activities,' & International Collaboration Activities'	Last Five Years Only
Contributions 'Presentations' & 'publications' sections.	Last Five Years Only
'Intellectual Property'	Full Career

CIHR CCV Instructions

<u>Category</u> Grey = Fillable	<u>Instructions</u> (via CCV Helpbutton)
Personal Information	
Identification	Most Info drawn from "Account" tab
Language Skills	List of languages in which the person has a level of competency along with an indication of competency level. A minimum of 1 record(s) must be submitted A maximum of 6 record(s) may be submitted
Address	Physical addresses with a known postal route location at which the person can receive courier packages or mail. A minimum of 1 record(s) must be submitted A maximum of 5 record(s) may be submitted
Telephone	Telephone and facsimile numbers at which the person can be contacted A minimum of 1 record(s) must be submitted A maximum of 7 record(s) may be submitted
Email	Electronic mail addresses at which the person can be contacted A minimum of 1 record(s) must be submitted A maximum of 2 record(s) may be submitted
Website	Web addresses at which the person maintains a presence in connection with research activities A maximum of 1 record(s) may be submitted
User Profile	Disciplines Trained In: The discipline is a field of knowledge which is taught at the university level and where it is institutionalized as a unit, like a department or a faculty. In this section select values that describe your expertise and experience related to your disciplinary training A minimum of 1 record(s) must be submitted A maximum of 10 record(s) may be submitted Research Disciplines: The research discipline is a field of knowledge which is taught at the university level and where it is institutionalized as a unit, like a department or a faculty. In this section select values that describe your expertise and experience related to your areas of research or research projects. A minimum of 1 record(s) must be submitted A maximum of 10 record(s) may be submitted Areas of Research: The area of research is the natural, technological or social phenomenon which attracts the attention and interests of the scientific community. The area of research is sometimes a specialty within a research discipline or the meeting ground of several research disciplines. A minimum of 1 record(s) must be submitted A maximum of 10 record(s) may be submitted

User Profile	Fields of Application: The field of application is the scientific, social, economic, cultural, or political area where the research can be applied, most of the time to help resolve a problem. A minimum of 1 record(s) must be submitted A maximum of 10 record(s) may be submitted Research Specialization Keywords: Keywords that best correspond to the person's expertise in research, creation, instrumentation and techniques A maximum of 10 record(s) may be submitted
Education	
Degrees	An academic title conferred by universities and colleges as an indication of the completion of a course of study
Credentials	A designation earned to assure qualification to perform a job or task such as a certification, an accreditation, a designation, etc.
Recognitions	Recognitions are any acknowledgments, appreciations and monetary rewards that were obtained and which were not directly related to your research funding. Research funding are to be entered in the Research Funding History section.
Employment	
Academic Work Experience	Employment in an academic environment
Non-academic Work Experience	Employment in a non-academic environment
Affiliations	Organizations with which the person is affiliated. These can be work or non-work related. A minimum of 1 record(s) must be submitted
Leaves of Absence and Impact on Research	Gaps in the employment history of the student, postdoc or research associate
Research Funding History	Collection of information records that, in combination, represent the full and up-to-date history of research funding received by the person from any source Only entries with Funding End Date within the past 5 years may be submitted
Activities	
Supervisory Activities	
Student/Postdoctoral Supervision	Contribution to the productivity and progress, usually for academic credit, of directly supervised students, postdocs or research associates.
Advisory Activities	
Mentoring Activities	Services contributed, in order to provide counsel, guidance, and instruction to a protege
Community and Volunteer Activities	Services contributed, unpaid, on behalf of one's locality, social, religious, occupational, or other group sharing common characteristics or interests, but not directly related to the person's research activities Only entries with End Date within the past 5 years may be submitted
Knowledge and Technology Translation	Contribution to knowledge and technology translation Only entries with End Date within the past 5 years may be submitted
International Collaboration Activities	International Collaborations can be described as situations where the applicant worked with others outside of Canada on administrative, professional, research, or knowledge translation projects. These activities should be relevant to the application the researcher is submitting with this CV. If the researcher has worked with international researchers, participating jointly in research as the result of a research grant, this would be included here. It would be important to briefly describe the nature of the collaboration and the research project Only entries with End Date within the past 5 years may be submitted

Contributions	
Presentations	Contributions of presentations to groups of people not delivered as part of a formal course of study Only entries with Presentation Date within the past 5 years may be submitted
Interviews and Media Relations	
Broadcast Interviews	Services contributed in the form of interview(s) with the person with a member of the broadcast (TV or radio) media. Only entries with First Broadcast Date within the past 5 years may be submitted
Text Interviews	Services contributed in the form of interview(s) with the person with a member of the print or online media Only entries with Publication Date within the past 5 years may be submitted
Publications	
PubMed Articles	PubMed publications that you have written or edited on your own or in partnership with others. You can automatically retrieve a publication from PubMed by entering the PubMed Id and clicking on Retrieve.
Journal Articles	Articles in peer-reviewed publications that disseminate the results of original research and scholarship Only entries with Date within the past 5 years may be submitted
Books	Books written by a single author or collaboratively based on research or scholarly findings generally derived from peer reviewed funding Only entries with Date within the past 5 years may be submitted
Book Chapters	Texts written by a single author or collaboratively based on research or scholarly findings and expertise in a field. Only entries with Date within the past 5 years may be submitted
Book Reviews	Critical review of works of fiction or non-fiction highlighting the contributions to an art, field or discipline Only entries with Review Date within the past 5 years may be submitted
Dissertations	Treatise advancing an original point of view resulting from research: a requirement for a doctoral degree. Only entries with Completion Date within the past 5 years may be submitted
Reports	Reports disseminating the outcomes and deliverables of a research contract. May entail a contribution to public policy. Only entries with Date Submitted within the past 5 years may be submitted
Working Papers	Preliminary versions of articles that have not undergone review but that may be shared for comment. Only entries with Date Completed within the past 5 years may be submitted
Manuals	Course and assignment materials produced for teaching purposes Only entries with Date within the past 5 years may be submitted
Online Resources	Information accessible only on the web via traditional technical methods (ie hyperlinks) Only entries with Date posted online within the past 5 years may be submitted
Clinical Care Guidelines	Clinical Care Guidelines are documents based on clinical evidence, designed to support the decision-making process in patient care. Use this section to capture any Clinical Care Guidelines that you developed or co-authored. Only entries with Date First Released within the past 5 years may be submitted

Conference Publications	Conference publications include Abstracts, Posters and Papers. Abstracts: Texts of a specified length that states the issue to be discussed in a proposed conference paper. It serves as the basis for the acceptance of the paper at a conference. The abstract is published along with the paper. Posters: Posters displayed in a conference setting and conveying research highlights in an efficient manner by compelling graphics. They may be peer-reviewed prior to acceptance and be published in the proceedings. Papers: Papers written alone or collaboratively, presented at an academic conference, and published in the proceedings (not in scholarly journals). Only entries with Date within the past 5 years may be submitted
Intellectual Property	
Patents	A form of IP protection that defines the exclusive right by law for inventors and assignees to make use of and exploit their inventions, products or processes, for a limited period of time
Licenses	Signed agreements to exploit a piece of IP such as a process, product, data, or software
Disclosures	Publications that establish inventions as prior art thereby preventing others from patenting the same invention or concept
Registered Copyrights	Registered ownership of rights under a system of laws for promoting both the creation of and access to artistic, literary, musical, dramatic and other creative works
Trademarks	Marks such as a name, word, phrase, logo, symbol, design, image of a product or service that indicates the source and provides the right to control the use of the identifier
Additional Notes: - CIHR is still 'phasing in' certain sections of the Common CV (i.e. the contributions section). Because of this, it is highly recommended that you continue to use some of the old CV Contribution .pdfs, particularly the 'Most Significant Contributions' and 'Activities and Contributions' pages. These sections allow you to creatively highlight your background and expertise in such a way that is not well captured in the new CV system. - CIHR hosts a CCV Frequently Asked Questions for CIHR Applicants on their website: http://www.cihr-irsc.gc.ca/e/45688.html - Once submitted, applicants need only enter the CCV confirmation code on ResearchNet to link the CCV to their proposal. - Delays and Leaves of Absence must now be entered into the CCV, and cannot be added as a single .pdf attachment. - Funding/Grant or Journal review committee membership should go into 'Community and Volunteer Activities.'	