And he will give you an overview of profiles.

All right. Hi, everybody and thank you for joining.

Today, like Justin said, we’re going to cover how to edit profiles.

So we did cover this briefly in some of the intro and the intro sessions, but we’re going to take a deeper dive into each section if we have time.

I do think we’re going to spend a little more time on publications because we have been getting the most questions about that.
so I'm assuming most everyone else has two.

Anyway, I'm just going to get started so we leave plenty of time for questions after.

Oh, and just one caveat like the other presentations.

I am currently in our development environment, so you might see me put some silly stuff into some silly content that we would never want to actually appear on our profile in this demonstration.

It’s all in our development environment.

We never want to put fake content on the live site,

the live Beatrix application.

OK, so when after I log into
Beatrix to get to profiles,

I'm going to click on people on the left side here already you're going to see some of these gibberish entries here.

That we've tested with users,

but by default we're going to be brought is a list of every user that I have access to edit the profile for in the system.

I can search by their name.

As I type,

the results will reduce as I'm typing.

If I type some name that I'm sorry,

that's my cursor.

If I type sub name that does not exist or that doesn't match any kind of user,
I'm going to get no entries to display. And that means that my filter or search is a little too specific and I probably need to remove some characters here. Once we have, we can also filter by their job code that is coming from. Work day. So everybody in the school has some kind of classification for their job. The one thing I'll note is if you use this faculty filter, it's going to be 100% accurate according to how your records this thing records this information. But what we have found is that what we and the departments consider faculty all don't always 100% match.
00:02:29.992 --> 00:02:33.085 up with what who is considered
00:02:33.085 --> 00:02:36.055 a faculty member in work day.
00:02:36.060 --> 00:02:38.268 So if you don’t see the person you’re
00:02:38.268 --> 00:02:40.518 looking for after you filtered a faculty,
00:02:40.520 --> 00:02:41.705 please just try removing the
00:02:41.705 --> 00:02:43.150 filter and search for their name.
00:02:43.150 --> 00:02:44.440 Um, if there is a problem
00:02:44.440 --> 00:02:45.085 with the classification,
00:02:45.090 --> 00:02:47.585 we could try to address it,
00:02:47.585 --> 00:02:49.720 but it probably needs to
00:02:49.720 --> 00:02:50.760 be fixed in the HR system.
00:02:50.760 --> 00:02:52.320 And occasionally people have
00:02:52.369 --> 00:02:53.647 dual roles of some kind and
00:02:53.647 --> 00:02:55.249 we just have to work around it.
So with all those caveats, let me actually jump into a profile. Again, I'm picking on Doctor Grauer because he is a very full profile. This is going to be a little bit of a rehash from the intro session, but importantly if I am a comms officer, maybe I've identified people who can spend more time working on individual profiles and might be useful for them to have access to one or a handful of profiles that they are responsible for editing. But we might not necessarily want to give this person access to every
single profile in our organization.
We could handle that by going to each profile that we want them to be able to edit and adding them as an editor. I've already added myself as an editor who's a little helpful little description and her info bubble here. But if I was going to add Justin as the another profile editor of Jonathan Grauer, I would just click add. I'd type his name into this field and we have both his name, his headshot, and it's that idea to confirm that this is absolutely the right person that I want to give access because maybe
they’re three Justin fans, lawyers, and I’m not sure which one is the right one.

Secondly, name info. This name that appears here is what we’re getting from work day if this name is wrong. You can use this request edit but a link to contact us, but we are probably just going to send you to work today to get that corrected. We really should correct this name if it’s wrong. The the person can go into these display fields and fix their name here so that at least will appear correctly on their profile.
But if the wrong name is showing up here we should make sure it gets corrected in the system the record of system of record. So please either request an edit or you can even just start work trying to work with. Are directly to get this corrected so that we have the right name in all Yale systems. Display name fields are really more for. For example, if Jonathan Grauer went by John, he might want to have his display name be John instead of Jonathan. That’s really what it’s for. You can choose to elect to show or
00:05:18.076 --> 00:05:20.343 hide your middle name if it’s imported
NOTE Confidence: 0.783878303333333
00:05:20.343 --> 00:05:22.619 from your profile by using this box.
NOTE Confidence: 0.783878303333333
00:05:22.620 --> 00:05:24.720 If you’re middle name, is it imported?
NOTE Confidence: 0.783878303333333
00:05:24.720 --> 00:05:26.676 Sorry, isn’t present in work day.
NOTE Confidence: 0.783878303333333
00:05:26.680 --> 00:05:28.336 Maybe that’s not the most important
NOTE Confidence: 0.783878303333333
00:05:28.336 --> 00:05:29.800 thing that you care about.
NOTE Confidence: 0.783878303333333
00:05:29.800 --> 00:05:31.591 You could just put the initial or the name
NOTE Confidence: 0.783878303333333
00:05:31.591 --> 00:05:33.565 you want to appear in the middle name field.
NOTE Confidence: 0.783878303333333
00:05:33.570 --> 00:05:33.947 Um.
NOTE Confidence: 0.783878303333333
00:05:33.947 --> 00:05:36.209 Suffixes are another thing we get
NOTE Confidence: 0.783878303333333
00:05:36.209 --> 00:05:38.829 lots and lots of questions about.
NOTE Confidence: 0.783878303333333
00:05:38.830 --> 00:05:39.064 Again,
NOTE Confidence: 0.783878303333333
00:05:39.064 --> 00:05:40.936 this is a little bit of a rehash,
NOTE Confidence: 0.783878303333333
00:05:40.940 --> 00:05:43.397 but I think it’s worth going over again if
NOTE Confidence: 0.783878303333333
00:05:43.397 --> 00:05:46.025 I want to add additional suffixes here,
NOTE Confidence: 0.783878303333333
00:05:46.030 --> 00:05:49.378 I’m free to add whatever familial
and professional suffixes I’d like. We have some preset lists here.
I think family suffixes are a little more straightforward for professional certifications that people might want to add to their suffix list on their web profile. There are many, many more.
We have a pretty comprehensive list here, but it certainly is not a complete list of every suffix that anyone might ever need to add to their name. So if you don’t see the suffix there for the professional suffix you’re trying to add,
I'm sorry, I'm working with a smaller screen today, so I need to drag my own windows over. Please use this report. A bug button on the right edge of your screen doesn't necessarily have to be a bug that you're telling us about, this is just an easy way. For you to contact us and let us know, hey, we need another value in this professional suffixes list, we'll make sure it's not somehow duplicating one of the values we already have, and we'll add it for you.
00:06:47.220 --> 00:06:50.322 Academic suffixes are a little bit trickier because we want to ensure we have the appropriate educational information stored in your profile, even if it’s not necessarily displaying publicly.

00:06:50.322 --> 00:06:52.675 We just want to have the backup information to be able to confirm if we had to that this person does have this degree.

00:06:54.573 --> 00:06:56.678 Into their profile.

00:06:59.080 --> 00:07:01.257 So when I go to academic I’m only going to see suffixes that the this person has added educational information for.

00:07:01.257 --> 00:07:03.034 We just want to have the backup information to be able to confirm if we had to that this person does have this degree.

00:07:04.919 --> 00:07:06.759 So Doctor Grauer already has added his
00:07:20.460 --> 00:07:22.780 and I’m sorry this keeps collapsing on us.
NOTE Confidence: 0.8410079372
00:07:22.780 --> 00:07:24.356 It’s a little frustrating.
NOTE Confidence: 0.8410079372
00:07:24.356 --> 00:07:26.326 I should probably fix that.
NOTE Confidence: 0.8410079372
00:07:26.330 --> 00:07:28.150 Doctor Grauer has already added his MD
NOTE Confidence: 0.8410079372
00:07:28.150 --> 00:07:31.050 so I do not see that in the list that’s
NOTE Confidence: 0.8410079372
00:07:31.050 --> 00:07:32.730 already appearing in his suffixes.
NOTE Confidence: 0.8410079372
00:07:32.730 --> 00:07:35.002 I do see these see these other two
NOTE Confidence: 0.8410079372
00:07:35.002 --> 00:07:37.444 degrees that he’s added as an edge into
NOTE Confidence: 0.8410079372
00:07:37.444 --> 00:07:40.724 his education as options to add as a suffix.
NOTE Confidence: 0.8410079372
00:07:40.730 --> 00:07:42.865 We could take a little bit of
NOTE Confidence: 0.8410079372
00:07:42.865 --> 00:07:45.372 a closer look by looking at the
NOTE Confidence: 0.8410079372
00:07:45.372 --> 00:07:46.751 education page at this information.
NOTE Confidence: 0.8410079372
00:07:46.751 --> 00:07:48.590 I’m just going to switch tabs for a minute.
NOTE Confidence: 0.8410079372
00:07:48.590 --> 00:07:49.658 So I can save my place.
NOTE Confidence: 0.883550394
00:07:52.050 --> 00:07:56.907 And you’ll see we have his
NOTE Confidence: 0.883550394
00:07:56.907 --> 00:07:59.598 educational history here.
You’ve got the degrees here if I need to add some new degree. Um, I could click add new. I would select whatever degree I’m trying to add. I have no idea what university I might have to attend to get that degree, but I’m just going to pretend for now we do require at least an end date, so we. The the year that the degree was conferred so that it could be confirmed, if we ever had to, that this degree was actually obtained. So we’ll pretend that he received it in May 2019.
We'll say we want to display this data on the profile.

Oh sorry, display this date.

I can also, when I'm adding the suffix, I elect to add it directly to my list of suffixes by checking off this box.

So this will be checked.

It should automatically add this degree to doctor Grauer's list after I complete it.

The last bit of information that's required here is the location.

And now I should be able to add the suffix.
And it should show up directly.

If I go back to my overview and refresh the page, I'm going to have to refresh because I didn't actually navigate. I'm going to see my new degree in this list.

You also can sort these suffixes, but we do have some rules like we force the family suffixes to appear first because it would just be weird to be doctor and MD Junior.

Jonathan Grauer and MD Junior. But to some extent you, at least for the professional certifications and the academic degrees.
you can sort those as you wish.

Foreign languages. This is just nice information to have specifically for.

Faculty who see patients to have the languages that they can speak.

We just store a few data points about that and then this information will show up in your profile.

We all know this is definitely going to show up in your profile unless you indicate it’s private like this.

Clinic fax and mobile phone for example are considered private.

These will not show up on Doctor Graves profile,
but these first two, his academic office and office office
fax will display on his profile because they are set to display.
I could always show or hide these I could always show or hide these
by toggling this option here, or I could delete one of these
if it’s no longer accurate if I’m missing some contact.
Information I can click add phone, select the appropriate type,
and go ahead and add it.
One important note is as you’ll see, there is no appointment phone listed for
Doctor Grauer even though he sees patients.
There is this message here that says your appointment phone is set to the Yale Medicine Care Center number since right now the Care Center is rolling out department by department if you are in a if you are, your faculty member that you’re editing a profile for is in the department. That is, using the care center, we’re automatically setting this appointment phone to the care center. If this causes some kind of issue, we’d like to know about it. So again, just oh, you can always use this report a bug feature to contact us,
or you can e-mail us at wisn.editor@yale.edu.

Additional e-mail.

I believe this is just the test

value because this is going to be,

this will be the same as

his e-mail that’s imported.

Again, we’re importing the data

from work day, but if you had,

if for whatever reason you had some

other e-mail that you preferred

to receive communications at,

you could plug this in and click it.

Click this display e-mail checkbox

that will override your standard Yale

e-mail that would appear on the profile
with that display e-mail that’s sent here.

Um, assistance?

This is fairly well.

The interface is the same as profile editors.

If I want to add an assistant here, I could just type their name and they should start showing up and I could select their appropriate person.

Assistance do not necessarily get access to edit the profile, although we do make it easy for you to elect.

Again, I’m going to use Justin as an example.

We do make it.

Well, that was a bad example because Justin’s already a profile editor.

If I had somebody who’s not already
a profile editor,

I hope Spire is not already in here.

I will get a confirmation dialog.

Would I like to give this assistant

access to edit the profile?

And I can say yes.

That will automatically both

track Denise as an assistant for Doctor Grauer.

And if I scroll back up, I'll see that.

Denise has also been added as a user

who has access to edit this profile.

This information does not display

on the public website just yet.
00:13:30.550 --> 00:13:32.230 We are adding some templates
NOTE Confidence: 0.903977492727273
00:13:32.230 --> 00:13:33.910 that will do so soon,
NOTE Confidence: 0.903977492727273
00:13:33.910 --> 00:13:37.390 but honestly even more important,
NOTE Confidence: 0.903977492727273
00:13:37.390 --> 00:13:40.502 we are working on lots of of new
NOTE Confidence: 0.903977492727273
00:13:40.502 --> 00:13:42.572 reporting features for Beatrix and
NOTE Confidence: 0.903977492727273
00:13:42.572 --> 00:13:44.926 it’ll be really handy for reporting
NOTE Confidence: 0.903977492727273
00:13:44.926 --> 00:13:47.134 purposes to have the assistance for
NOTE Confidence: 0.903977492727273
00:13:47.134 --> 00:13:49.650 all of the faculty you have them,
NOTE Confidence: 0.903977492727273
00:13:49.650 --> 00:13:50.970 so if you know this information,
NOTE Confidence: 0.903977492727273
00:13:50.970 --> 00:13:52.580 please do take the time to add
NOTE Confidence: 0.903977492727273
00:13:52.580 --> 00:13:54.189 it when you’re editing profiles.
NOTE Confidence: 0.873388266
00:13:56.470 --> 00:14:00.670 Mailing addresses are pretty straightforward.
NOTE Confidence: 0.873388266
00:14:00.670 --> 00:14:02.558 That’s simply the address.
NOTE Confidence: 0.873388266
00:14:02.558 --> 00:14:05.180 Again, we do have show hide.
NOTE Confidence: 0.873388266
00:14:05.180 --> 00:14:07.940 Probably is helpful to have at least one
NOTE Confidence: 0.873388266
00:14:07.940 --> 00:14:09.995 mailing address displaying on the profile
so that they have a mailing address handy. Locations are a bit more daunting because some faculty may have a lot of them. But this is really important because this information populates both the profiles that appear on medicine.edu and Y.h.yale.edu as well as the Yale Cancer Center site and Patient care locations like this one will also display. On the Yale Medicine website, the clinical practice website.

So when you’re adding a new location, I’m not going. Should be pretty straightforward.
Importantly, just make sure you select patient care if this is a patient care location or they’re seeing patients.

Excuse me? Building.

The rest of this is pretty obvious, but building we do have a preset list of Yale buildings.

If you’re if there is a Yale building that’s missing here, it’s entirely possible we haven’t found a good way to import this data yet, unfortunately. So if we are missing building, that’s again another cue to please let us know.
We need to add it to our list again, it’s why sn.editor@yale.edu or click this reporter bug button in the side column and we can make sure that building gets added.

Um, other than that, I think the details are pretty straightforward. If there is an applicable weighing floor suite room, please add that. I mean, usually only one or two of these is going to be relevant, if any. You can add a phone for this location, I’ll show you in a minute. We’ve done a lot of edits. I’m going to preview the profile in a second and give you a minute.
00:15:55.507 --> 00:15:57.340 to ask questions if you have them.
NOTE Confidence: 0.858519958333333
00:15:57.340 --> 00:16:00.960 But this phone will appear as
NOTE Confidence: 0.858519958333333
00:16:00.960 --> 00:16:02.512 associated with this location,
NOTE Confidence: 0.858519958333333
00:16:02.520 --> 00:16:04.190 so if there's a specific.
NOTE Confidence: 0.858519958333333
00:16:04.190 --> 00:16:06.486 Phone you need to get in touch with
NOTE Confidence: 0.858519958333333
00:16:06.490 --> 00:16:08.566 Doctor Grauer at this specific location.
NOTE Confidence: 0.858519958333333
00:16:08.570 --> 00:16:09.725 You might want to add it here.
NOTE Confidence: 0.858519958333333
00:16:09.730 --> 00:16:11.188 It'll show up on their profile,
NOTE Confidence: 0.858519958333333
00:16:11.190 --> 00:16:12.468 the location with the phone number.
NOTE Confidence: 0.868232056666667
00:16:14.950 --> 00:16:17.830 That's about it for the dresses,
NOTE Confidence: 0.868232056666667
00:16:17.830 --> 00:16:19.755 and I'm going to leave the stuff
NOTE Confidence: 0.868232056666667
00:16:19.755 --> 00:16:21.688 I don’t want to add a new one.
NOTE Confidence: 0.868232056666667
00:16:21.690 --> 00:16:23.484 So like I said, let’s click
NOTE Confidence: 0.868232056666667
00:16:23.484 --> 00:16:25.158 preview this profile and take a
NOTE Confidence: 0.868232056666667
00:16:25.158 --> 00:16:27.308 look at what we’ve done so far.
NOTE Confidence: 0.868232056666667
00:16:27.310 --> 00:16:30.054 Actually, not a lot of the changes
are going to show up just yet.
Well, unfortunately I don’t see my suffix edition yet, which is disappointing, but you can see at least for these locations here.
I do have an associated phone number with this patient care location, so that is helpful to have.
The mailing address that was already added to his profile is displayed here.
You know, I’m wondering if I didn’t click save on my education page and that’s why I’m not seeing the
00:17:11.176 --> 00:17:13.060 other updates I expect to see.
NOTE Confidence: 0.872820619615385
00:17:13.060 --> 00:17:14.248 No, they’re all saved.
NOTE Confidence: 0.886295246666667
00:17:16.280 --> 00:17:18.638 OK, well that’s a little disappointing.
NOTE Confidence: 0.886295246666667
00:17:18.640 --> 00:17:19.728 These should be updating.
NOTE Confidence: 0.886295246666667
00:17:19.728 --> 00:17:21.662 We have been having some issues with
NOTE Confidence: 0.886295246666667
00:17:21.662 --> 00:17:23.433 content as some of you have noticed
NOTE Confidence: 0.886295246666667
00:17:23.433 --> 00:17:25.179 with content updating on the websites,
NOTE Confidence: 0.886295246666667
00:17:25.180 --> 00:17:27.574 and I think this may be is just another
NOTE Confidence: 0.886295246666667
00:17:27.574 --> 00:17:29.379 symptom of that problem right now.
NOTE Confidence: 0.886295246666667
00:17:29.380 --> 00:17:32.908 Hopefully it’ll update a little bit later.
NOTE Confidence: 0.886295246666667
00:17:32.910 --> 00:17:34.597 I did promise I would go to
NOTE Confidence: 0.886295246666667
00:17:34.597 --> 00:17:36.149 questions now if there are any.
NOTE Confidence: 0.886295246666667
00:17:36.150 --> 00:17:37.452 Do we have any questions in the
NOTE Confidence: 0.886295246666667
00:17:37.452 --> 00:17:38.755 chat or that anybody has just
NOTE Confidence: 0.886295246666667
00:17:38.755 --> 00:17:40.153 been holding in their head that
NOTE Confidence: 0.886295246666667
00:17:40.153 --> 00:17:41.527 they’d like to ask at this point?
OK, I will keep going.

You’re the only bit I left off here for this overview tab is the lab website.

This is pretty straightforward if I add.

A live website and I don’t have no idea if he has an actual live website.

You just need to put in the name in the URL.

If this preview was working properly,

when I clicked preview it should show up in the side column.

Here there would be a link to doctor Growers Lab website.

Um, OK, let’s move on to headshots.

There’s not a whole lot

that’s different here.
The one thing I will say is that we have discovered that some people, for whatever reason, their headshot didn’t get imported with the correct crop. It doesn’t affect everybody. It’s only a subset of people. But we have had several people contact us about this right now. There’s no way for me to re-crop this headshot that we imported from the profile system from the previous system. We are going to add a way to do that in the coming weeks so that
we can fix the cropping issues that some of these headshots have.

So much else to say about headshots that hasn’t really changed at all from profile system.

The primary bio. This is pretty straightforward. The faculty member has the ability for they or their admin to add a biography about themselves. The important thing is that should be brief, and I think this sentence is really helpful to describe yourself as you might end up book jacket in paragraph form.
So that’s what Doctor Grauer has done here.
That will appear on his medicine at yale.edu/his School of Public Health website Profile if he has one.
Additionally, there are other biographies that a faculty member might have. One type is a organization specific biography.
The point of this is to allow people who appear in listings on certain websites to have a biography that is specific.
To the website they’re appearing on.
For example, Doctor Grauer is very involved in the office of Academic and
Professional Development, so he has a bio that specifically appears if I were to go to the LAPD website and look him up instead of seeing this bio that he’s entered himself. When I click his name in a list and you know what, I’ll try to find this. I’m not positive where it appears, so this might be a really bad idea. But it will just be a lot easier to demonstrate than explain. Yes. OK. So I hope it’s here. Yes. So when I go to the office of Academic and Professional Development website,
I see Doctor Grauer’s bio here.

It’s actually his organization specific bio which is specifically about COPD.

I see a special page that previews just that bio.

I could click through to see this full profile page by clicking the view full profile button.

So that’s the point of organization specific BIOS.

The reason why faculty can’t edit those is it might be not at all clear to that person why this bio exists at all.

Let alone why it’s different from their primary biography.

So we blocked them for editing.
They can request an edit, so if I spot a typo here, or there’s some aspect of Doctor Grauer’s role in LAPD that’s not reflected here. He could click request, edit and edit as needed, or add to it as needed. Send us a request and we’ll make sure it work with the website for the appropriate website stakeholder and make that it if appropriate. Those are. The organization specific biographies and what they’re about, and the last bit that only faculty and who are in the Yale Medicine.
clinical practice will see,

is this YMCA Patient Care biography.

These biographies are written by the Yale Medicine editorial team, so again,

we’re not allowing faculty to just directly edit this, but they can.

If they have some issue where something’s missing from this biography,

they find some problem they can reach out to.

The Yale Medicine content team by contacting this address and they will work with them to correct whatever the problem is.

Any question about biographies before I move on?

OK. Education we already covered,
so I’m going to go ahead and skip past this because it really is simply adding the degrees with the appropriate backup information. We also output suffixes here so that you can quickly and easily manage them if you’re making lots of changes to your education. The first title you should always see in Anyone’s career tab is going to be their imported work day title. You cannot edit this title here.
If this title is wrong, you need to get in touch with employee services to correct this information. As for the other titles, these can be added by either the faculty or staff person themselves or by a profile editor. We actually keep a record. This is again for internal reporting purposes. Even though they won’t display on your profile because it would be silly because they’re in the past, these past administrative positions will be appear here and be stored. This is just helpful for reporting purposes.
If I need to add some new title, you could see that there are only these two titles in addition to doctor Rowers imported title that are displayed on his profile today if I need to add some new title. It’s very, very easy process. I simply choose whether it was a position at Yale or elsewhere. Enter the Title and the actual title as well as a little bit of backup information and then I can add it to my profile. It’s pretty straightforward.
And to training, this is pretty similar to the past administrative appointments. Again, sorry, the yes, the past administrative positions again, I can just enter some limited information about this training that I took. Or underwent, and once I add it all, I can choose, well, I can choose to show or hide the date. So again, some faculty don't want to necessarily give away their age. We do need it for, again, verification purposes if necessary. We do need it for, again, verification purposes if necessary. And I can. Add to my training. Um, appointments. I can also add, we should hopefully
get your current appointments, but we are not necessarily going to have information about all of your past appointments. So that’s really what this ad new feature is for, to add non Yale appointments that are from previous positions. And again it’s a set number of fields, we need some relevant dates in order to store it again for record keeping purposes. That’s how you can add it there. Patents is admittedly a bit underdeveloped at the moment. I think there are probably more
changes coming here in the future.

These are really important for the CV people who are interested in using CV builder, though they may need to enter patents here so I don’t have eventual plan is also to import patents from dimensions, which is the same tool that we’re using to import publications, so hopefully that will help. For some of this data. Yeah, and I, correct me if I’m wrong Justin, but I’m pretty sure these are not appearing on the website today appearing on the profile on. They’re only for CV builder really.
But again, I think we’ll add the ability in the future, but they’re not really known for now. They really were just added so we could make sure we have a complete, we have all the information we need for CV builder. There are probably some changes here if you’re adding these do, if there are multiple Yale people involved, especially please add the other relevant people to this patent so we know it’s just helpful and I’ll save some work on the other end and make sure we don’t get duplicate data.
That's really it for patents questions about the career tab.

We spent a little time reviewing this in the intro session because it is critical for any faculty who are appearing on the Yale Medicine website.

I'm going to reiterate some information. I'll try to give a little more context.

Importantly, specialties are going to help. Well, they're going to display prominently on your profile,

so they should reflect what you're working on.

They're also going to help us figure out how to associate.
This faculty member’s profile with certain conditions. The primary relationship we're looking at is an export of data from the hospital. We are trying to associate doctors and specialists with the conditions and treatments, the conditions they treat, and the treatments they perform by using their ID and CPT codes that are entered in their medical billing data. There's no patient information in there. We're literally just seeing what kinds of things. Each faculty member is doing.
And using that information to associate the faculty and specialists with specific conditions. But this other information can be helpful and provide some context for the EPIC data which. Sometimes doesn’t give the full picture. There is this daunting tree. If you’re looking to add a new specialty, you’re probably better off trying to use this search off the bat. But if you’re not having luck with the search, then we are exposing the full tree so you can dig down to whatever specialty you are trying to add to your profile.
Once I get past this oh right and if the specialty doesn’t appear, please click this button and suggested we add a new specialty to this tree. Uh, similar similarly to the specialties, we it would be really helpful, especially if. You or the faculty member is noticing that a particular specialist is not appearing on the Yale Medicine site where they would where it would make sense for them to appear. To fill out this expertise in areas of specialization section this allow, this is the best way for an
00:29:42.709 --> 00:29:44.682 individual specialist to get us
NOTE Confidence: 0.864225494827586
00:29:44.682 --> 00:29:46.986 the information that might not be
NOTE Confidence: 0.864225494827586
00:29:46.986 --> 00:29:48.988 reflected in their epic data.
NOTE Confidence: 0.864225494827586
00:29:48.990 --> 00:29:51.324 About the conditions they treat and
NOTE Confidence: 0.864225494827586
00:29:51.324 --> 00:29:53.243 the procedures they perform that
NOTE Confidence: 0.864225494827586
00:29:53.243 --> 00:29:55.350 they maybe are not showing up for.
NOTE Confidence: 0.864225494827586
00:29:55.350 --> 00:30:00.471 For example,
NOTE Confidence: 0.864225494827586
00:30:00.471 --> 00:30:02.669 if they have some super specialty for
NOTE Confidence: 0.864225494827586
00:30:02.670 --> 00:30:04.296 some rare disease that they’re only
NOTE Confidence: 0.864225494827586
00:30:04.300 --> 00:30:08.948 going to treat maybe once a year.
NOTE Confidence: 0.864225494827586
00:30:08.950 --> 00:30:11.320 That definitely needs to be entered
NOTE Confidence: 0.864225494827586
00:30:11.320 --> 00:30:13.868 into this list because if we try
NOTE Confidence: 0.864225494827586
00:30:13.868 --> 00:30:15.961 to look at that persons epic data,
NOTE Confidence: 0.864225494827586
00:30:15.970 --> 00:30:18.598 they’re not going to have a whole lot of
billing codes for this really rare disease.

So it’s important to indicate that they are really focused on treating this specific condition by adding it to their super specialties here.

How do you want to build your practice? This is more simply.

There may be some specialties in our list that that specialist for whatever reason is not performing often or maybe hasn’t performed at all, but is looking to get into that area. They want to add this to this, add that specialty to this list so we know that they’re trying to get
involved in that other specialty.

We can make sure they appear as a relevant specialist when prospective patients, patients are looking at content about that condition.

And two. Patient interactions is a very important section. It’s fairly straightforward. There’s a series of yes or no questions, but depending on how you answer these questions. For instance, if the person answers no to do you provide direct patient care and or clinical services related to patients, they are not going to appear on the medicine site at all.
So if you know of a faculty member who should be appearing as a specialist on Yale Medicine but is not, the very first thing to check is to make sure this value is set to yes. It’s also really helpful to know if they see patients by appointment or not. For example, a pathologist is going to be related in clinical services for patients. They might never have an appointment with the patient. So that’s just useful to know. We will make information available to prospective patients to make appointments.
00:31:58.762 --> 00:32:01.534 for people who indicate yes here.

NOTE Confidence: 0.59264824

00:32:01.540 --> 00:32:02.150 And.

NOTE Confidence: 0.87455873625

00:32:04.660 --> 00:32:07.465 This other information I think

NOTE Confidence: 0.87455873625

00:32:07.465 --> 00:32:09.148 is relatively straightforward.

NOTE Confidence: 0.87455873625

00:32:09.150 --> 00:32:12.478 There is going to be a lot more

NOTE Confidence: 0.87455873625

00:32:12.478 --> 00:32:14.996 work coming soon with regards

NOTE Confidence: 0.87455873625

00:32:14.996 --> 00:32:17.388 to booking appointments online.

NOTE Confidence: 0.87455873625

00:32:17.390 --> 00:32:19.430 We’ve been working with the hospital on that.

NOTE Confidence: 0.87455873625

00:32:19.430 --> 00:32:21.262 I don’t have a whole lot of information

NOTE Confidence: 0.87455873625

00:32:21.262 --> 00:32:23.228 right now because it’s not live just yet,

NOTE Confidence: 0.87455873625

00:32:23.230 --> 00:32:25.090 but it should be relatively soon.

NOTE Confidence: 0.87455873625

00:32:25.090 --> 00:32:27.382 So there will be more information

NOTE Confidence: 0.87455873625

00:32:27.382 --> 00:32:28.910 about booking appointments online

NOTE Confidence: 0.87455873625

00:32:28.974 --> 00:32:32.750 and the coming months. Lastly.

NOTE Confidence: 0.87455873625

00:32:32.750 --> 00:32:35.168 I think lastly in this list,

NOTE Confidence: 0.87455873625

00:32:35.170 --> 00:32:36.505 sorry, almost lastly,
are a list of the yalemedicine.org articles

that this person is going to appear in.

Occasionally there might be an article that is not really so relevant to what the specialist is doing their day-to-day work.

They can choose to hide themselves from that article if it’s really just totally incorrect.

That’s. Really all there is to it there.

Some of these lists are a lot longer.

But this is their recourse.

If for some reason they get associated with the fact sheet that they should not be associated with,
they can disable it here. It’s if um.

I’m going to give a similar spiel in a second about publications, but.

If you’re seeing a lot of incorrect articles here,

If there are a lot of incorrect articles,

it might be that there’s something wrong with our data and that this person is getting associated with articles that do not belong.

So if you see lots of articles

that simply do not match with what the specialist is working on,

please again contact us.
00:33:45.280 --> 00:33:46.600 Report a bug,

00:33:46.600 --> 00:33:47.782 let us know that something is

00:33:47.782 --> 00:33:49.339 off with the way this person is

00:33:49.339 --> 00:33:50.539 being associated with content on

00:33:50.539 --> 00:33:51.670 the Yale Medicine site.

00:33:53.780 --> 00:33:56.096 Very last thing that’s gonna appear

00:33:56.096 --> 00:33:57.640 here is board certifications.

00:34:00.320 --> 00:34:04.951 I can’t edit anything here if I am

00:34:04.951 --> 00:34:10.609 someone who’s practicing all medicine

00:34:10.610 --> 00:34:12.310 In a system of record,

00:34:12.310 --> 00:34:15.208 if you are seeing patients for Yale,

00:34:15.210 --> 00:34:17.523 so if there is some kind of issue here,

00:34:17.530 --> 00:34:20.306 please request an edit to let us know.

57
Users who are not part of Yale Medicine can add their own board certifications, but we found that the point was to allow them to add the board certification so that they could display those on their profile, their academic profile. If they have them on, they might be interested in showing that they have that certification. But it turns out because of the logic we’re using to display specific tabs of a profile, So on our profiles, we have the the Biography tab, the Research Publications tab,
the Patient Care tab.

We’ve noticed that most of the people who are not in Yale medicine do not get a patient care tab at all, and therefore even if they are allowed to manually.

This isn’t happening super soon, but we are going to be working on a new profile layout sometime the next year that will make sure we will make sure that those board certifications get exposed on the profile for the
users who are not seeing patients.

In that capacity at Yale, but want to demonstrate want to show their certification on their profile. I believe this is when I referenced the links that Denise has been helpfully sharing throughout the meeting. There is a page with lots and lots of information about how all these options work on the Patient care tab that she shared, but if anyone has questions right now before I move on to another section, I can try to answer them. Any questions about patient care tab? All right, this is a little too easy so far.
On to honors. Um, these are broken out into several categories. And this is really, uh. These categories are really for the CV. That’s why it’s not just one big list of honors. There are specific categories that are important when it comes to building the CV. So it might seem silly that there’s all these different categories, although I think we’re going to remove unknown because that is really just overkill. Especially when you already have other award. These other categories are necessary. There’s a reason they’re here to make
sure the CV gets constructed properly,

but again.

Like when a lot of the other

When I want to add a new one,

there are a few required fields here.

I have to give the name of the award.

Obviously I have to choose which of those

categories that I was just scrolling

through is appropriate for this award,

so I don’t need to worry about.

Importantly,

I don’t really need to worry about

where I click this add new button.

If I click add new under Yale

School of Medicine award,
it’ll pre populate the category.

But if I realize that’s not right, I can just change it. So don’t stress if you just want to add a new one, just click add new wherever you see it first and then you can fix this category later if you want to. And again, we do require I believe at least a date to indicate when this was a date to indicate when this was for record keeping purposes again. And once I Add all that required info, I can add it to the list. And like most other information
in the profile I can choose.

I might maybe I add some award.

I don’t really want to display out

my profile, but I need it for my CV.

I might just choose to hide that from

my profile by using this toggle here.

Then it won’t display on the web profile,

but I will have this data available

when I go to construct my CD later on.

That’s honors.

Umm.

I’m just going to move straight on

to research here.

Currently we are thinking of

reevaluating this.

Currently we still have these two
00:37:59.292 --> 00:38:01.350 separate fields for research description.

00:38:01.350 --> 00:38:03.525 Brief research summary is really what we are hoping.

00:38:03.525 --> 00:38:05.265 This is actually a pretty good one.

00:38:05.270 --> 00:38:08.637 Really we want just a very almost elementary level explanation of what their research is about as simple terms as they can put it, as in

00:38:12.340 --> 00:38:14.240 Really we want just a very almost elementary level explanation of what their research is about as in

00:38:14.240 --> 00:38:16.502 their research is about as in

00:38:16.502 --> 00:38:18.320 as simple terms as they can put it,

00:38:18.320 --> 00:38:19.860 what their research is about.

00:38:19.860 --> 00:38:22.060 So that someone who is maybe not a scientist or doctor could understand kind

00:38:22.060 --> 00:38:24.105 So that someone who is maybe not a scientist or doctor could understand kind

00:38:24.105 --> 00:38:26.960 of the things they’re working on day-to-day.

00:38:26.960 --> 00:38:28.958 And then we provide an extensive research description where they

00:38:28.958 --> 00:38:30.290 And then we provide an extensive research description where they

00:38:30.344 --> 00:38:32.311 can really get into the details of
the research you’re doing.

Um, in addition, we have these research interests right now. These are simply manual lists that appear on the profile the mesh keywords. And actually, I think the public health keywords as well are involved in a use for an alternate. View of this. And now I’m forgetting what the site is called. But depending on the. Mesh keywords that a faculty member associates themselves with, they will appear. As associated with. Specific keywords that they
are interested in researching. And it builds this great directory of faculty research interests that’s promoted to the medical students every year, so they can try to find mentors who might be interested in the same kinds of research that they are. So if there’s some student who is really interested in Anticoagulants and I should have checked this beforehand. OK, we have at least one person, and this is somebody who reached out to us about the headshot issue, so that was really lucky of me.
So when I click on the research keyword, it’s going to show me a list of everybody who’s associated with this keyword. It turns out only doctor Faustino is associated. Here. Let me try to just so we get a better idea of how this actually looks. OK, so I picked biomarkers and I get a lot more people. And then also helpfully on this website and I’m just showing off this website a little bit, but. When I view a profile on this website, we show a slightly different view of the profile that’s geared toward research.
we will expose the coauthors, who are other Yale faculty who have co-authored papers with this person. So we're just trying to make connections between the faculty so that it's easier for the students to find somebody that might be a suitable mentor for them. Maybe they can help them out with their own research. There's a lot more functionality coming here in the future that I do not even have a timeline for, but we are hoping to apply some of the same AI principles that we're using on the medicine.
Website to the research keywords that we have so that we can try to automatically make these connections rather than relying on people going into their profile and selecting from this giant medical subject headings list, which is this list maintained by NIH. Rather than having requiring them to manually go in and select these keywords from this list, which can be very daunting to deal with. Faculty with keywords based primarily on their publications is most likely where this data is going to come from.
and maybe a few other sources. Anyway, that is a bigger project that is coming down the line. Eventually. The last section of this. Research section is research images. I’m planning to just move this to another section of the profile and it could be a general image bank because obviously not everyone. Lots of faculty and staff have images that are somehow relevant to their profile. They would like to display them. They’re not always research images. I don’t think we needed educated
research images first.

We're just going to be a generic media section that will probably go.

We'll probably expand this links functionality so if a faculty member has some image they want to display on their website on their profile. Even if it's not a research image, right now their only recourse is to add it through research images. Soon we will be moving this section and it's so it's in a more logical place and it's more of a generic
00:42:35.538 --> 00:42:37.792 media bank for just content they want
00:42:37.792 --> 00:42:40.560 to make available in their profile.
00:42:40.560 --> 00:42:42.344 So that’s research images.
00:42:42.344 --> 00:42:45.020 Any questions about honors or research
00:42:45.092 --> 00:42:47.287 before I jump into publications?
00:42:51.720 --> 00:42:52.770 OK, and I think I could spend
00:42:52.770 --> 00:42:54.059 a lot of time on publication,
00:42:54.060 --> 00:42:56.006 so I’m going to really quickly go
00:42:56.006 --> 00:42:58.320 through a few of these other sections.
00:42:58.320 --> 00:43:00.988 I’m just going to jump ahead a little news.
00:43:00.988 --> 00:43:02.956 News. This is literally just going
00:43:02.956 --> 00:43:05.417 to list all the articles that this
00:43:05.417 --> 00:43:07.535 special this person is tagged in.
00:43:07.540 --> 00:43:09.298 They can remove themselves from the
00:43:09.298 --> 00:43:11.358 article by clicking this little trash can.
Maybe it was made in error.

Maybe they’re just not interested in being associated with that article anymore.

When they get Googled, they can remove themselves here.

Same thing for events.

If I go to events, I’m going to see a list of events that I or the person whose profile I’m looking at is tagged in.

I can review the details for that event.

If it’s for whatever reason I want to remove myself, I can do that using this trash can.

Try to do this really quick.
This will be a combination of trials that are imported from the system of record maintained by Encore, maintained by CI and it also, for CD purposes may contain information that was manually entered by the faculty or staff member because it's a past trial that is not going to ever be, that was not ever and will never be in yales instance of Encore. That’s what the ad pass trial is for and that’s why we label it. Is add pass trial. Because if a faculty member comes to this page and they don’t see a trial.
that they are currently working on
NOTE Confidence: 0.87594265
at Yale and then something’s wrong,
NOTE Confidence: 0.87594265
they really should see it.
NOTE Confidence: 0.87594265
We should have it in encore for 100%.
NOTE Confidence: 0.87594265
If there’s an active trial at Yale,
NOTE Confidence: 0.87594265
it has to be an encore.
NOTE Confidence: 0.87594265
We should have the data.
NOTE Confidence: 0.87594265
So again, if we don’t see a current
NOTE Confidence: 0.87594265
or pending trial, that’s.
NOTE Confidence: 0.87594265
That should be appearing here.
NOTE Confidence: 0.87594265
Please contact us.
NOTE Confidence: 0.87594265
Don’t try to add it as a past trial.
NOTE Confidence: 0.87594265
Past trials are really only for the CD.
NOTE Confidence: 0.85733383625
Organizations, I just want to point this out.
NOTE Confidence: 0.85733383625
This can be really handy just for
NOTE Confidence: 0.85733383625
seeing where this is a much improved
interface over profile system.

Just helpful for seeing what organizations this faculty member or staff member or whoever belongs to.

When these items appear here in Gray, it simply means they’re not a member of this org, but if it’s appearing in this list, it means they’re in some subset of an org and it looks like.

The Development team was doing some testing with this one. I don’t think this is real, but just demonstrates how this highlighting works.

They might not be a member of these.
overarching organizations and they’re not going to be appearing on the website if there are websites for any of these orgs, but they are the member of some child org of that.

We do want to make some more improvements here so that, for example, if I had the access to manage the membership for the center of musculoskeletal care, I could click here and it take me directly to that organization. That’s something that’ll come a bit later.

I will mention really quickly about Canonical URL.
This will determine basically what the top result is when this person gets searched for on Google and where it’s pointing to. So for example, I believe, this matches what’s in production, but if I look up Jonathan Grauer, the top result is rendered at madison.yahoo.edu/profile doctor. Grauer does have the option, if he wished to, to select another organization that
he's a member of that has a website URL like orthopedics and rehabilitation. What this would do is instead of the top result being basically. In the home School of Medicine site instead, I would see his profile. On. The orthopedics website. So that just gives them a little bit more control over how they would like to be represented on the web. That's what that Canonical organized URL fields all about. We did cover these pretty just because we're running out of time, I'm going to go to publications. We did cover these pretty
00:47:11.635 --> 00:47:12.663 extensively in the overview,
00:47:12.670 --> 00:47:15.750 but I wanted to go over it again.
00:47:15.750 --> 00:47:19.113 These this is probably the page
00:47:17.394 --> 00:47:19.113 that most faculty are going to
00:47:19.113 --> 00:47:20.533 be steered toward because they’re
00:47:20.533 --> 00:47:22.255 going to get e-mail notifications
00:47:22.255 --> 00:47:24.285 if they have pending publications.
00:47:24.290 --> 00:47:26.205 You faculty will have pending
00:47:26.205 --> 00:47:28.120 publications if they have a
00:47:28.189 --> 00:47:29.725 dimensions profile associated
00:47:29.725 --> 00:47:32.285 with their profile and Beatrix.
00:47:32.290 --> 00:47:34.618 And just for reference,
00:47:34.618 --> 00:47:37.528 dimensions is this external tool.
00:47:37.530 --> 00:47:39.685 Oops.
00:47:40.660 --> 00:47:41.488 What’s not working?
00:47:41.495 --> 00:47:43.405 Yes.
OK, well that’s supposed to link 2.
The dimensions AI website.
And you know, I’m not gonna be able to pull up this profile quickly.
That’s supposed to be linking to doctor Grauer’s profile on dimensions.
And it is. Dimensions is the third party API tool that we’re using to associate publications with faculty and staff at the school.
Doctor Grauer has already reviewed his profile, so he has no pending currently.
But if he had published, if there was some new publication that got published, if doctor,
growers and author Dimensions

should identify him as an author,

it will pop into the next day,

it’ll pop into his pending publications list.

He will get an e-mail notification

that next day to come to this page and

approve or reject that publication.

Assuming he approves it,

it’ll show up in this.

Accepted tab where you can see

all of his publications have

been previously imported.

He will want to make sure

to set the category.

The vast majority are probably going
to be peer reviewed original research,

but we do have these other categories if needed.

I can always if I accept something by accident,

I can open this accepted drop down and change it to rejected to remove it from my list entirely.

Please note it’s faculty and staff should really only reject a publication if it’s truly not theirs.

If they just don’t want it to display on their web profile,

they should use this private toggle here that will prevent it from appearing on their
00:49:23.495 --> 00:49:25.770 profile or anywhere publicly. Um.

00:49:29.320 --> 00:49:31.555 There is also the option

00:49:31.555 --> 00:49:32.896 to feature publications.

00:49:32.900 --> 00:49:35.014 This will force that normally they will

00:49:35.014 --> 00:49:37.200 just be displayed in chronological order,

00:49:37.200 --> 00:49:40.308 most recent to oldest.

00:49:40.310 --> 00:49:43.327 The faculty and staff can overwrite this,

00:49:43.330 --> 00:49:45.515 override this option by featuring

00:49:45.515 --> 00:49:48.171 publications and this will force those

00:49:48.171 --> 00:49:51.006 featured publications to appear at the top.

00:49:51.010 --> 00:49:54.244 Currently, right now we have it limited

00:49:54.244 --> 00:49:56.362 to five based on popular demand.

00:49:56.362 --> 00:49:59.018 We are going to increase this to 20 simply

00:49:59.018 --> 00:50:01.285 because there are lots of faculty or in

00:50:01.285 --> 00:50:03.175 a similar situation to doctor Grauer,
they have hundreds and hundreds of publications and they can’t choose just five.

So we’re going to upgrade it to 20 so they can choose.

but we’re really trying to keep some kind of limit because if you’re featuring 50 items they’re really not even featured anymore because you’re just. It’s not.

You want to actually feature these publications and indicate they’re more important than the rest,

for whatever reason.

A couple other important notes about managing publications if.
And this will generally happen with people who haven’t looked at it before. But if they go to their pending publications tab and they see dozens of publications that are not theirs, or even they have 10 publications and seven of them are wrong, it probably means that the import settings that we have for this person are incorrect, and that person should reach out to us to correct their import settings for dimensions.

So please, we’re actually going to add some handling in the next few days so that if somebody starts rejecting...
lots and lots of publications, we'll get a little pop up. That says, hey, it looks like your import settings might be wrong, please contact us. But for now there's no limit on that. There have already been a couple of instances where people spent lots of time rejecting a ton of publications. That's really just a waste of time, because the real problem is that the imports wrong, and once we fix that, those problems should be resolved. They might have to reject a few
that are not really belong. I’m not going to say dimensions is 100% accurate all the time, but generally we’ve seen it’s like 95 to 98% accurate. It’s very it should be very close. To 100% accurate. So if it looks really wrong, please reach out to us before you or a faculty member try to go through and accept or reject everything, or reject lots and lots of content, basically.

Last bit really important. Just like profile editors,
a faculty member can designate somebody to review their publications. This works exactly like the profile editor permission. The one difference is that this person will only have access to their publications. So maybe they, the faculty member, would like to have complete control over their biography and career information and all that. I don’t have time to do this publication review bit. They can add somebody who is specifically going to review their publications here.
I think I’m going to stop there because you only have a few minutes left.
I know we haven’t had questions yet, but if anybody has questions, now would be the time to ask.
And I’ll also point out to the folks from communications here, if I’ve missed anything that I should cover before we stop, please let me know.
Thank you, Denise, for answering some questions while I was talking.
There are no other questions.
Anything I skipped over that anybody wants me to take another look at or a
first look at if I truly skipped over it?

NOTE Confidence: 0.710278476666667

00:53:06.560 --> 00:53:08.724 All right. Mark, a question just popped

NOTE Confidence: 0.710278476666667

00:53:08.724 --> 00:53:11.714 in the chat about training for CV builder.

NOTE Confidence: 0.11673349

00:53:14.250 --> 00:53:17.280 Umm. We don’t have anything scheduled,

NOTE Confidence: 0.955257118

00:53:17.280 --> 00:53:20.440 but we could schedule something.

NOTE Confidence: 0.955257118

00:53:20.440 --> 00:53:24.626 It’s honestly very straightforward

NOTE Confidence: 0.955257118

00:53:24.626 --> 00:53:29.489 and we’re happy to.

NOTE Confidence: 0.955257118

00:53:29.490 --> 00:53:31.178 I point you to the OA PD website,

NOTE Confidence: 0.955257118

00:53:31.178 --> 00:53:33.710 which contains like actual

NOTE Confidence: 0.955257118

00:53:33.710 --> 00:53:36.788 information about the kind of content.

NOTE Confidence: 0.955257118

00:53:36.788 --> 00:53:39.853 The CV builder itself is a

NOTE Confidence: 0.955257118

00:53:39.853 --> 00:53:40.945 very straightforward tool that

NOTE Confidence: 0.955257118

00:53:40.945 --> 00:53:43.560 just is displaying information

NOTE Confidence: 0.955257118

00:53:43.560 --> 00:53:45.725 that’s already in the profile.

NOTE Confidence: 0.955257118

00:53:45.725 --> 00:53:47.890 The questions that most people

NOTE Confidence: 0.955257118

00:53:47.890 --> 00:53:48.990 have are around the information
that needs to go into A and PCD, which is more of a COPD schedule.

With Elvis, you just wanted to quickly take them through this just to give an overview.

Yeah, so if I pretend I'm starting from scratch, I'm creating a new CV, it's actually going to tell me if I have a previous one.

Let's say I'm making an appointment and promotion CV.

I'll select that format. So just to be clear, those three different CV types.

And one is specific to appointments.
and promotions, the other is.

Just a regular CV.

And the other one is you’re making a CV that will be public.

So you can create three different versions of these CV’s based on data that’s in the profile system, right?

So it’s two for these are two different formats.

And then this last one is the same as the Yale, the standard Yale CV, but it’ll also appear in your profile.

And if I go into this,

it’s going to run me through the step by step process that is quite exhaustive because it covers every
section of the profile essentially that we’ve covered already, and asks me to indicate, for example, which mailing address needs to display, which phone number should be at the very top of my CV. And then as I get into it, I enter some information. So if I’m looking at appointments and promotions it’s going to, I’m going to have to enter some information specific to that. Sorry it’s lagging a little bit. I’m not trying to scroll so fast on everybody here.
00:55:18.420 --> 00:55:21.522 So I’d enter that appointments and
NOTE Confidence: 0.773830794444444
NOTE Confidence: 0.773830794444444
00:55:23.080 --> 00:55:25.677 Then once I complete that and again
NOTE Confidence: 0.773830794444444
00:55:25.677 --> 00:55:28.757 that’ll only be relevant for that and PCV.
NOTE Confidence: 0.773830794444444
00:55:28.760 --> 00:55:30.398 But once I get past that,
NOTE Confidence: 0.773830794444444
00:55:30.400 --> 00:55:33.109 now I’m in this step by step process of
NOTE Confidence: 0.773830794444444
00:55:33.109 --> 00:55:35.559 reviewing all the information in my profile,
NOTE Confidence: 0.773830794444444
00:55:35.560 --> 00:55:38.157 showing or hiding information if I do
NOTE Confidence: 0.773830794444444
00:55:38.157 --> 00:55:41.020 or don’t want it to display on my CV.
NOTE Confidence: 0.773830794444444
00:55:41.020 --> 00:55:42.570 I might see incomplete data
NOTE Confidence: 0.773830794444444
00:55:42.570 --> 00:55:44.120 that was entered at some,
NOTE Confidence: 0.773830794444444
00:55:44.120 --> 00:55:46.976 like maybe years ago when we had fewer
NOTE Confidence: 0.773830794444444
00:55:46.976 --> 00:55:49.419 required fields and now I’m missing some.
NOTE Confidence: 0.773830794444444
00:55:49.420 --> 00:55:50.034 Critical information,
NOTE Confidence: 0.773830794444444
00:55:50.034 --> 00:55:52.490 then I’m gonna need to generate the CV.
NOTE Confidence: 0.773830794444444
00:55:52.490 --> 00:55:54.858 We were, we’ll call that all out to

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you as you’re running through this process that you might have to make some adjustments and complete some missing fields, but that’s the general gist of it. It’s really just reviewing all of this data that we’ve entered in these other tabs of the profile to fill in gaps where necessary, choose what displays and what doesn’t, and generate my CV. At the very end, I’m just going to skip through. I will be able to preview the CV. Which? We’ll probably take a minute.
Unfortunately on the OK well I got 500 error, so that’s not great. Hopefully that’s only in my development environment.

A couple of important notes about CV builder. You don’t want to delete data out of it. If the data is accurate, don’t delete it. You can just click the button that says display on CV and you can hide that information from display on the CV if it’s not relevant.

The other piece of functionality that we’re working on is a CV importer that Elvis may have mentioned that will enable that. OK, so so the CSV importer tool is the opposite of the CV builder tool. It will.
Enable you or a faculty to upload a CV. Into the into their profile and it will extract the data from the CV. And. Put that in their profile. There will be a review process built into that, but it will enable someone who’s joining Yale for the first time, or someone who has an incomplete profile, to load their CV into the system and have it extract all that data. And then the idea is that then they would use. Metrics to maintain their information and then use the CV builder to
generate new CD’s for themselves. So it becomes less of an administrative function that lives in Word and one that lives in Beatrix that they can. Leverage. So that’s that should be coming. In the in the first half of next year. Yeah, I do think we’ve updated this UI so that it’s not possible to delete lots of information. But still, it’s good to know that if you want to hide something from the CV, just hide it. You don’t have to go and delete the information entirely. If you have other specific questions about the CV builder,
00:58:20.660 --> 00:58:23.168 it feel free to reach out to
NOTE Confidence: 0.785839725
00:58:25.950 --> 00:58:26.823 us.viays.m.editor@yale.edu and we
NOTE Confidence: 0.785839725
00:58:26.823 --> 00:58:28.569 could also look at scheduling and
NOTE Confidence: 0.785839725
00:58:28.569 --> 00:58:30.088 more in depth session of CV builder
NOTE Confidence: 0.785839725
00:58:30.088 --> 00:58:31.430 for people who are interested.
NOTE Confidence: 0.923531797777778
00:58:36.290 --> 00:58:38.201 And with that, if there are no
NOTE Confidence: 0.923531797777778
00:58:38.201 --> 00:58:40.770 other questions, we are out of time.
NOTE Confidence: 0.923531797777778
00:58:40.770 --> 00:58:42.084 Does anyone else have any questions
NOTE Confidence: 0.923531797777778
00:58:42.084 --> 00:58:43.310 that we could help answer?
NOTE Confidence: 0.952934
00:58:48.240 --> 00:58:49.755 OK. If you need to reach
NOTE Confidence: 0.952934
00:58:49.755 --> 00:58:50.750 us or you have questions,
NOTE Confidence: 0.789068220909091
00:58:53.420 --> 00:58:54.224 e-mail YS m.editor@yale.edu and
NOTE Confidence: 0.789068220909091
00:58:54.224 --> 00:58:55.580 the team will get back to you
NOTE Confidence: 0.89150742
00:58:56.080 --> 00:58:57.694 quickly. Thank you,
NOTE Confidence: 0.89150742
00:58:57.694 --> 00:59:02.000 everybody. Thank you. Right.