And.

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,
00:00:35.340 --> 00:00:38.564 so I’m assuming most everyone else has two.

00:00:38.570 --> 00:00:41.072 Anyway, I’m just going to get started so we leave plenty of time for questions after.

00:00:41.072 --> 00:00:43.475 Oh, and just one caveat like the other presentations.

00:00:43.475 --> 00:00:46.265 I am currently in our development environment,

00:00:46.265 --> 00:00:47.660 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.

00:00:49.500 --> 00:00:51.692 It’s all in our development environment.

00:00:51.692 --> 00:00:53.979 We never want to put fake content on the live site,

00:00:53.979 --> 00:00:56.101 the live Beatrix application.

00:00:56.101 --> 00:00:58.399 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 a 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. 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 information. But what we have found is that what we and the departments consider faculty all don’t always 100% match
up with what who is considered a faculty member in work day.

So if you don’t see the person you’re looking for after you filtered a faculty,

please just try removing the filter and search for their name.

Um, if there is a problem with the classification,

we could try to address it,

but it probably needs to be fixed in the HR system.

And occasionally people have dual roles of some kind and there’s really no good fix and 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. 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 going to be responsible for editing. But we might not necessarily want to give this person access to every
Our organization has a single profile that we could handle by going to each profile 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 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
hide your middle name if it’s imported from your profile by using this box. If you’re middle name, is it imported? Sorry, isn’t present in work day. Maybe that’s not the most important thing that you care about. You could just put the initial or the name you want to appear in the middle name field. Um. Suffixes are another thing we get lots and lots of questions about. Again, this is a little bit of a rehash, but I think it’s worth going over again if I want to add additional suffixes here, 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,
00:06:22.220 --> 00:06:22.562 please.
00:06:22.562 --> 00:06:23.246 I'm sorry,
00:06:23.246 --> 00:06:25.640 I'm working with a smaller screen today,
00:06:25.640 --> 00:06:27.989 so I need to drag my own windows over.
00:06:27.990 --> 00:06:29.234 Please use this report.
00:06:29.234 --> 00:06:32.077 A bug button on the right edge of your
00:06:32.077 --> 00:06:33.310 screen doesn’t necessarily have to be
00:06:33.310 --> 00:06:34.580 a bug that you’re telling us about,
00:06:34.580 --> 00:06:35.870 this is just an easy way.
00:06:35.870 --> 00:06:37.796 For you to contact us and let us know,
00:06:37.800 --> 00:06:38.182 hey,
00:06:38.182 --> 00:06:40.474 we need another value in this
00:06:40.474 --> 00:06:41.620 professional suffixes list,
00:06:41.620 --> 00:06:43.146 we’ll make sure it’s not somehow duplicating
00:06:43.146 --> 00:06:44.758 one of the values we already have,
00:06:44.760 --> 00:06:47.220 and we’ll add it for you.
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. We just want to have the backup information to be able to confirm if we had to that this person does have this degree. So when I go to academic I’m only going to see suffixes that the this person has added educational information for. Into their profile. So Doctor Grauer already has added his
and I'm sorry this keeps collapsing on us.

It's a little frustrating.

I should probably fix that.

Doctor Grauer has already added his MD

so I do not see that in the list that’s

already appearing in his suffixes.

I do see these other two

degrees that he’s added as an edge into

his education as options to add as a suffix.

We could take a little bit of

a closer look by looking at the

education page at this information.

I’m just going to switch tabs for a minute.

So I can save my place.

And you’ll see we have his

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 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. Sorry. I can also, when I’m adding the suffix, elect to add it directly to my list of suffixes by checking off this box. So this will by checking this. It should automatically add this degree to doctor Grauer suffixes 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.

I believe we force the family suffixes to appear first because it would just be weird to be doctor.

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 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

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,

for example,

I hope me 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 a

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.
We are adding some templates that will do so soon, but honestly even more important, we are working on lots of new reporting features for Beatrix and it'll be really handy for reporting purposes to have the assistance for all of the faculty you have them, so if you know this information, please do take the time to add it when you're editing profiles. Mailing addresses are pretty straightforward. That's simply the address. Again, we do have show hide. Probably is helpful to have at least one mailing address displaying on the profile.
so that they have a mailing address handy.

Locations are a bit more daunting to manage 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 Ys.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, 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.
Sorry, one important note here.
The rest of this is pretty obvious, but building we do have a preset list of Yale buildings.
That will populate here if that’s. 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.
00:15:23.950 --> 00:15:25.966 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.

00:15:34.080 --> 00:15:36.096 Um, other than that, I think the details are pretty straightforward.

00:15:40.092 --> 00:15:41.996 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.

00:15:46.140 --> 00:15:49.620 You can add a phone for this location. I'll show you in a minute.

00:15:50.910 --> 00:15:51.828 We've done a lot of edits.

00:15:53.396 --> 00:15:55.507 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. Umm.

You know, I’m wondering if I didn’t click save on my education page and that’s why I’m not seeing the
other updates I expect to see.

No, they’re all saved.

OK, well that’s a little disappointing.

These should be updating.

We have been having some issues with content as some of you have noticed with content updating on the websites, and I think this may be is just another symptom of that problem right now.

Hopefully it’ll update a little bit later.

I did promise I would go to questions now if there are any. I did promise I would go to

Do we have any questions in the chat or that anybody has just been holding in their head that 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. Um, I’m not totally positive why this happened. 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.

Biography. OK, a few notes here.
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 especially 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. OK. So I hope it’s here. 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 his standard 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.
00:21:42.060 --> 00:21:43.880 They can request an edit,
NOTE Confidence: 0.885725928571428
00:21:43.880 --> 00:21:45.917 so if I spot a typo here,
NOTE Confidence: 0.885725928571428
00:21:45.920 --> 00:21:49.189 or there’s some aspect of Doctor Grauer’s
NOTE Confidence: 0.885725928571428
00:21:49.189 --> 00:21:52.928 role in LAPD that’s not reflected here.
NOTE Confidence: 0.885725928571428
00:21:52.930 --> 00:21:54.334 He could click request,
NOTE Confidence: 0.885725928571428
00:21:54.334 --> 00:21:56.089 edit and edit as needed,
NOTE Confidence: 0.885725928571428
00:21:56.090 --> 00:21:57.806 or add to it as needed.
NOTE Confidence: 0.885725928571428
00:21:57.810 --> 00:21:59.553 Send us a request and we’ll make
NOTE Confidence: 0.885725928571428
00:21:59.553 --> 00:22:01.791 sure it work with the website for
NOTE Confidence: 0.885725928571428
00:22:01.791 --> 00:22:03.227 the appropriate website stakeholder
NOTE Confidence: 0.885725928571428
00:22:03.227 --> 00:22:05.279 and make that it if appropriate.
NOTE Confidence: 0.8739102
00:22:07.500 --> 00:22:11.046 Those are. The organization specific
NOTE Confidence: 0.8739102
00:22:11.046 --> 00:22:13.006 biographies and what they’re about,
NOTE Confidence: 0.8739102
00:22:13.010 --> 00:22:15.593 and the last bit that only faculty
NOTE Confidence: 0.8739102
00:22:15.593 --> 00:22:18.375 who are in the Yale Medicine
NOTE Confidence: 0.8739102
00:22:18.375 --> 00:22:20.487 clinical practice will see,
NOTE Confidence: 0.8739102
00:22:20.490 --> 00:22:23.526 is this YMCA Patient Care biography.
NOTE Confidence: 0.8739102
00:22:23.530 --> 00:22:26.146 These biographies are written by the
NOTE Confidence: 0.8739102
00:22:26.146 --> 00:22:28.604 Yale Medicine editorial team, so again,
NOTE Confidence: 0.8739102
00:22:28.604 --> 00:22:30.746 we’re not allowing faculty to just
NOTE Confidence: 0.8739102
00:22:30.746 --> 00:22:32.784 directly edit this, but they can.
NOTE Confidence: 0.8739102
00:22:32.784 --> 00:22:34.692 If they have some issue where
NOTE Confidence: 0.8739102
00:22:34.692 --> 00:22:36.690 something’s missing from this biography,
NOTE Confidence: 0.8739102
00:22:36.690 --> 00:22:39.426 they find some problem they can reach out to.
NOTE Confidence: 0.8739102
00:22:39.430 --> 00:22:41.452 The Yale Medicine content team by
NOTE Confidence: 0.8739102
00:22:41.452 --> 00:22:43.164 contacting this address and they
NOTE Confidence: 0.8739102
00:22:43.164 --> 00:22:45.018 will work with them to correct
NOTE Confidence: 0.8739102
00:22:45.018 --> 00:22:46.170 whatever the problem is.
NOTE Confidence: 0.8792999975
00:22:48.630 --> 00:22:49.773 Any question about
NOTE Confidence: 0.8792999975
00:22:49.773 --> 00:22:51.678 biographies before I move on?
NOTE Confidence: 0.88527143
00:22:55.390 --> 00:22:58.604 OK. Education we already covered,
NOTE Confidence: 0.88527143
00:22:58.604 --> 00:23:01.185 so I’m going to go ahead and skip
NOTE Confidence: 0.88527143
00:23:01.185 --> 00:23:03.045 past this because it really is
NOTE Confidence: 0.88527143
00:23:03.045 --> 00:23:05.275 simply adding the degrees with the
NOTE Confidence: 0.88527143
00:23:05.275 --> 00:23:06.433 appropriate backup information
NOTE Confidence: 0.88527143
00:23:06.433 --> 00:23:08.452 plus suffix at managing suffixes.
NOTE Confidence: 0.88527143
00:23:08.452 --> 00:23:11.008 We also output suffixes here so
NOTE Confidence: 0.88527143
00:23:11.008 --> 00:23:13.560 that you can quickly and easily
NOTE Confidence: 0.88527143
00:23:13.560 --> 00:23:15.990 manage them if you’re making lots
NOTE Confidence: 0.88527143
00:23:16.062 --> 00:23:18.157 of changes to your education.
NOTE Confidence: 0.88527143
00:23:18.160 --> 00:23:21.106 Career. This is where the user’s
NOTE Confidence: 0.88527143
NOTE Confidence: 0.88527143
00:23:23.830 --> 00:23:25.996 The first title you should always
NOTE Confidence: 0.88527143
00:23:25.996 --> 00:23:28.476 see in Anyones career tab is going
NOTE Confidence: 0.88527143
00:23:28.476 --> 00:23:30.730 to be their imported work day title.
NOTE Confidence: 0.88527143
00:23:30.730 --> 00:23:32.470 You cannot edit this title here.
NOTE Confidence: 0.88527143
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 themself 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 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 past 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 to show or hide the date. So again, some faculty don’t want to necessarily give away their age. We do need it for verification purposes if necessary. And I can add to my training. And I can. Add to my training history. Um, appointments.
get your current appointments,

but we are not necessarily

going to have information about

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
00:26:05.094 --> 00:26:06.399 changes coming here in the future.

NOTE Confidence: 0.915059062727273

00:26:06.400 --> 00:26:08.312 These are really important for the CV people

NOTE Confidence: 0.915059062727273

00:26:08.312 --> 00:26:10.260 who are interested in using CV builder,

NOTE Confidence: 0.915059062727273

00:26:10.260 --> 00:26:13.914 though they may need to enter patents

NOTE Confidence: 0.915059062727273

00:26:13.914 --> 00:26:17.418 here so I don’t have eventual plan is

NOTE Confidence: 0.915059062727273

00:26:17.420 --> 00:26:21.680 also to import patents from dimensions,

NOTE Confidence: 0.915059062727273

00:26:21.680 --> 00:26:23.136 which is the same tool that we’re

NOTE Confidence: 0.915059062727273

00:26:23.136 --> 00:26:25.360 using to import publications,

NOTE Confidence: 0.915059062727273

00:26:25.360 --> 00:26:27.384 so hopefully that will help.

NOTE Confidence: 0.915059062727273

00:26:27.384 --> 00:26:30.294 For some of this data.

NOTE Confidence: 0.915059062727273

00:26:30.300 --> 00:26:32.586 Yeah, and I, correct me if I’m wrong Justin,

NOTE Confidence: 0.915059062727273

00:26:32.590 --> 00:26:34.354 but I’m pretty sure these are not

NOTE Confidence: 0.915059062727273

00:26:34.354 --> 00:26:35.730 appearing on the website today

NOTE Confidence: 0.915059062727273

00:26:35.730 --> 00:26:37.037 on the profile on.

NOTE Confidence: 0.915059062727273

00:26:37.037 --> 00:26:39.779 They’re only for CV builder really.

NOTE Confidence: 0.915059062727273

00:26:39.780 --> 00:26:40.900 OK. Right.
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.

OK, patient care.

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. 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, 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
individual specialist to get us the information that might not be reflected in their epic data. About the conditions they treat and the procedures they perform that they maybe are not showing up for. For example, if they have some super specialty for some rare disease that they’re only going to treat maybe once a year. But that’s really their main focus. All their research is about this condition. That definitely needs to be entered into this list because if we try to look at that persons epic data, they’re not going to have a whole lot of
00:30:18.598 --> 00:30:21.075 billing codes for this really rare disease.

00:30:21.080 --> 00:30:23.438 So it’s important to indicate that

00:30:23.438 --> 00:30:25.932 they are really focused on treating

00:30:25.932 --> 00:30:28.763 this specific condition by adding

00:30:28.763 --> 00:30:32.729 it to their super specialties here.

00:30:32.730 --> 00:30:34.386 How do you want to build your practice?

00:30:34.390 --> 00:30:36.590 This is more simply.

00:30:36.590 --> 00:30:39.230 There may be some specialties in

00:30:39.230 --> 00:30:41.766 our list that that specialist for

00:30:41.766 --> 00:30:44.094 whatever reason is not performing often

00:30:44.094 --> 00:30:46.408 or maybe hasn’t performed at all,

00:30:46.410 --> 00:30:48.914 but is looking to get into that area.

00:30:48.920 --> 00:30:50.390 They want to add this to this,

00:30:50.390 --> 00:30:52.371 add that specialty to this list so

00:30:52.371 --> 00:30:54.765 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 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 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.
for people who indicate yes here.

And.

This other information I think is relatively straightforward.

There is going to be a lot more work coming soon with regards to booking appointments online.

We’ve been working with the hospital on that.

I don’t have a whole lot of information right now because it’s not live just yet, but it should be relatively soon.

So there will be more information about booking appointments online.

and the coming months. Lastly.

I think lastly in this list,
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.
Report a bug, let us know that something is off with the way this person is being associated with content on the Yale Medicine site.

Very last thing that’s gonna appear here is board certifications. These are 100% imported data. I can’t edit anything here if I am someone who’s practicing all medicine because we really should have your data. In a system of record, if you are seeing patients for Yale, so if there is some kind of issue here, please request an edit to let us know.
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, 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,
00:34:50.230 --> 00:34:51.570 the Patient Care tab.

00:34:51.570 --> 00:34:52.872 We’ve noticed that most of the people who are not in Yale medicine do not get a patient care tab at all,

00:34:52.872 --> 00:34:54.174 and therefore even if they are allowed to manually.

00:34:54.174 --> 00:34:55.529 Winter or certifications,

00:34:55.530 --> 00:35:03.350 it’s not going anywhere because they don’t have a patient care tab on their profile.

00:35:03.424 --> 00:35:06.344 This isn’t happening super soon,

00:35:06.350 --> 00:35:10.866 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

00:35:12.613 --> 00:35:15.115 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

this 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
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 add some award.

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
separate fields for research description.

Brief research summary is really what we are hoping.

This is actually a pretty good one.

Really we want just a very almost elementary level explanation of what their research is about as in as simple terms as they can put it, so that someone who is maybe not a scientist or doctor could understand kind of the things they’re working on day-to-day.

And then we provide an extensive research description where they 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. Specific keywords that they associate with, they will appear. 

66
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.
00:39:48.690 --> 00:39:51.210 So when I click on the research keyword,
NOTE Confidence: 0.761080523333333
00:39:51.210 --> 00:39:52.542 it’s going to show me a list of everybody
NOTE Confidence: 0.761080523333333
00:39:52.542 --> 00:39:53.647 who’s associated with this keyword.
NOTE Confidence: 0.761080523333333
00:39:53.650 --> 00:39:55.400 It turns out only doctor
NOTE Confidence: 0.761080523333333
00:39:55.400 --> 00:39:56.324 Faustino’s associated. Here.
NOTE Confidence: 0.761080523333333
00:39:56.324 --> 00:39:59.420 Let me try to just so we get a better
NOTE Confidence: 0.761080523333333
00:40:01.170 --> 00:40:02.785 idea of how this actually looks.
NOTE Confidence: 0.761080523333333
00:40:02.785 --> 00:40:05.409 And then also helpfully on this
NOTE Confidence: 0.761080523333333
00:40:05.410 --> 00:40:07.384 website and I’m just showing off
NOTE Confidence: 0.761080523333333
00:40:07.384 --> 00:40:09.451 this website a little bit, but.
NOTE Confidence: 0.761080523333333
00:40:09.451 --> 00:40:11.680 When I view a profile on this website,
NOTE Confidence: 0.85756992125
00:40:13.890 --> 00:40:15.850 we show a slightly different view of the
NOTE Confidence: 0.85756992125
00:40:15.850 --> 00:40:18.706 profile that’s geared toward research.
NOTE Confidence: 0.85756992125
00:40:20.990 --> 00:40:22.482 And in this view,
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

00:40:53.315 -- 00:40:57.083 that we have so that we can try to

00:40:57.083 -- 00:41:02.032 automatically make these connections

00:41:02.032 -- 00:41:04.770 rather than relying on people going into

00:41:04.770 -- 00:41:10.200 their profile and selecting from this

00:41:10.200 -- 00:41:15.996 giant medical subject headings list,

00:41:15.996 -- 00:41:21.216 which is this list maintained by NIH.

00:41:21.216 -- 00:41:27.814 Rather than having requiring them

00:41:27.814 -- 00:41:40.760 to manually go in and select

00:41:40.760 -- 00:41:50.276 these keywords from this list,

00:41:50.276 -- 00:41:58.867 which can be very daunting to deal with.

00:41:58.867 -- 00:42:04.770 That we can automate,

00:42:04.770 -- 00:42:24.204 try to automatically associate.

00:42:24.204 -- 00:42:29.782 Faculty with keywords based primarily

00:42:29.782 -- 00:42:35.125 on their publications is most likely

00:42:35.125 -- 00:42:40.760 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
00:42:04.622 --> 00:42:05.603 research images first.
NOTE Confidence: 0.85756992125
00:42:05.610 --> 00:42:08.466 We're just going to be a generic
NOTE Confidence: 0.85756992125
00:42:08.466 --> 00:42:11.680 media section that will probably go.
NOTE Confidence: 0.85756992125
00:42:11.680 --> 00:42:14.000 We'll probably expand this links
NOTE Confidence: 0.85756992125
00:42:14.000 --> 00:42:16.275 functionality so if a faculty
NOTE Confidence: 0.85756992125
00:42:16.275 --> 00:42:18.095 member the short story.
NOTE Confidence: 0.85756992125
00:42:18.100 --> 00:42:19.780 Is if a faculty member has some
NOTE Confidence: 0.85756992125
00:42:19.780 --> 00:42:21.413 image they want to display on
NOTE Confidence: 0.85756992125
00:42:21.413 --> 00:42:22.848 their website on their profile.
NOTE Confidence: 0.85756992125
00:42:22.850 --> 00:42:24.642 I mean,
NOTE Confidence: 0.85756992125
00:42:23.298 --> 00:42:26.429 right now their only recourse is
NOTE Confidence: 0.85756992125
00:42:24.642 --> 00:42:26.429 to add it through research images.
NOTE Confidence: 0.85756992125
00:42:26.430 --> 00:42:28.824 Even if it’s not a research image,
NOTE Confidence: 0.85756992125
00:42:28.830 --> 00:42:30.951 soon we will be moving this section
NOTE Confidence: 0.85756992125
00:42:30.951 --> 00:42:33.377 and it’s so it’s in a more logical
NOTE Confidence: 0.85756992125
00:42:33.377 --> 00:42:35.538 place and it’s more of a generic
media bank for just content they want.

So that’s research images.

Any questions about honors or research before I jump into publications?

OK, and I think I could spend a lot of time on publication, so I’m going to really quickly go through a few of these other sections.

I’m just going to jump ahead a little news.

News. This is literally just going through a few of these other sections.

I’m just going to jump ahead a little news.

I’m just going to jump ahead a little news.

They can remove themselves from the 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 and then something’s wrong, they really should see it. We should have it in encore for 100%. If there’s an active trial at Yale, it has to be an encore. We should have the data. So again, if we don’t see a current or pending trial, that’s. That should be appearing here. Please contact us. Don’t try to add it as a past trial. Past trials are really only for the CD. Organizations, I just want to point this out. This can be really handy just for seeing where this is a much improved
00:44:56.668 --> 00:44:57.976 interface over profile system.

00:44:57.980 --> 00:45:00.230 Just helpful for seeing what

00:45:00.230 --> 00:45:02.480 organizations this faculty member or

00:45:02.554 --> 00:45:04.978 staff member or whoever belongs to.

00:45:04.980 --> 00:45:08.214 When these items appear here in Gray,

00:45:08.220 --> 00:45:10.650 it simply means they’re not a member of this

00:45:10.650 --> 00:45:12.075 org, but if it’s appearing in this list,

00:45:12.080 --> 00:45:15.518 it means they’re in some subset

00:45:15.520 --> 00:45:19.118 of an org and it looks like.

00:45:19.120 --> 00:45:20.770 The development team was doing

00:45:20.770 --> 00:45:23.698 I don’t think this is real,

00:45:23.700 --> 00:45:25.640 but just demonstrates how

00:45:25.640 --> 00:45:27.095 this highlighting works.

00:45:27.100 --> 00:45:30.020 They might not be a member of these

NOTE Confidence: 0.85733383625
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.
00:46:02.120 --> 00:46:03.656 This will determine basically

00:46:03.656 --> 00:46:06.400 what the top result is when this

00:46:06.400 --> 00:46:08.584 person gets searched for on Google

00:46:08.584 --> 00:46:10.560 and where it’s pointing to.

00:46:10.560 --> 00:46:13.090 So for example, I believe.

00:46:13.090 --> 00:46:14.640 This matches what’s in production,

00:46:14.640 --> 00:46:17.258 but if I look up Jonathan Grauer,

00:46:17.260 --> 00:46:18.440 sorry, on the live website.

00:46:18.440 --> 00:46:19.328 I mean,

00:46:19.328 --> 00:46:22.880 if I look up Jonathan Grauer his profile,

00:46:22.880 --> 00:46:26.558 the top result is rendered at

00:46:26.560 --> 00:46:27.524 madison.yahoo.edu/profile doctor.

00:46:27.524 --> 00:46:29.934 Grauer does have the option,

00:46:29.940 --> 00:46:31.592 if he wished to,

00:46:31.592 --> 00:46:33.657 to select another organization that

NOTE Confidence: 0.85733383625
00:46:33.657 --> 00:46:37.108 he's a member of that has a website URL
NOTE Confidence: 0.85733383625
00:46:37.108 --> 00:46:39.299 like orthopedics and rehabilitation.
NOTE Confidence: 0.85733383625
00:46:39.300 --> 00:46:41.323 What this would do is instead of
NOTE Confidence: 0.85733383625
00:46:41.323 --> 00:46:43.239 the top result being basically.
NOTE Confidence: 0.85733383625
00:46:43.240 --> 00:46:46.288 In the home School of Medicine site instead,
NOTE Confidence: 0.85733383625
00:46:46.290 --> 00:46:49.710 I would see his profile.
NOTE Confidence: 0.85733383625
00:46:49.710 --> 00:46:55.689 On. The orthopedics website.
NOTE Confidence: 0.85733383625
00:46:55.690 --> 00:47:00.144 So that just gives them a little bit
NOTE Confidence: 0.85733383625
00:46:58.194 --> 00:47:00.144 more control over how they would
NOTE Confidence: 0.85733383625
00:47:00.144 --> 00:47:02.350 like to be represented on the web.
NOTE Confidence: 0.85733383625
00:47:02.350 --> 00:47:04.222 That's what that Canonical
NOTE Confidence: 0.85733383625
00:47:04.222 --> 00:47:06.562 organized URL fields all about.
NOTE Confidence: 0.85733383625
00:47:06.570 --> 00:47:08.658 just because we're running out of time,
NOTE Confidence: 0.85733383625
00:47:08.660 --> 00:47:10.346 I'm going to go to publications.
NOTE Confidence: 0.85733383625
00:47:10.350 --> 00:47:11.635 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 --> 00:47:17.394 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 --> 00:47:39.920 Oops.

00:47:40.660 --> 00:47:41.488 What’s not working?

00:47:41.488 --> 00:47:43.005 What’s not working?
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.
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
There is also the option to feature publications. This will force that normally they will just be displayed in chronological order, most recent to oldest. The faculty and staff can overwrite this, override this option by featuring publications and this will force those featured publications to appear at the top. Currently, right now we have it limited to five based on popular demand. We are going to increase this to 20 simply because there are lots of faculty or in 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, we’re going to upgrade it to 20 so they can choose. 20 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. 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
NOTE Confidence: 0.91918390875
00:51:27.698 --> 00:51:29.270 that are not really belong.
NOTE Confidence: 0.91918390875
00:51:29.270 --> 00:51:30.812 I’m not going to say dimensions
NOTE Confidence: 0.91918390875
00:51:30.812 --> 00:51:32.782 is 100% accurate all the time,
NOTE Confidence: 0.91918390875
00:51:32.782 --> 00:51:34.597 but generally we’ve seen it’s
NOTE Confidence: 0.91918390875
00:51:34.597 --> 00:51:35.936 like 95 to 98% accurate.
NOTE Confidence: 0.91918390875
00:51:35.936 --> 00:51:37.987 It’s very it should be very close.
NOTE Confidence: 0.91918390875
00:51:37.990 --> 00:51:39.061 To 100% accurate.
NOTE Confidence: 0.91918390875
00:51:39.061 --> 00:51:41.203 So if it looks really wrong,
NOTE Confidence: 0.91918390875
00:51:41.210 --> 00:51:43.450 please reach out to us before you or
NOTE Confidence: 0.91918390875
00:51:43.450 --> 00:51:45.810 a faculty member try to go through
NOTE Confidence: 0.91918390875
00:51:45.810 --> 00:51:47.545 and accept or reject everything,
NOTE Confidence: 0.91918390875
00:51:47.550 --> 00:51:49.685 or reject lots and lots of content,
NOTE Confidence: 0.91918390875
00:51:49.690 --> 00:51:50.230 basically.
NOTE Confidence: 0.799042475
00:51:52.740 --> 00:51:54.772 Last bit really important.
NOTE Confidence: 0.799042475
00:51:54.772 --> 00:51:56.804 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 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?

All right. Mark, a question just popped in the chat about training for CV builder. Umm. We don’t have anything scheduled, but we could schedule something. It’s honestly very straightforward and we’re happy to. I point you to the OA PD website, which contains like actual information about the kind of content. The CV builder itself is a very straightforward tool that just is displaying information that’s already in the profile. The questions that most people 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 are just three different CV types.
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
00:55:54.858 --> 00:55:57.494 you as you’re running through this
00:55:57.494 --> 00:55:59.999 process that you might have to make some
00:55:59.999 --> 00:56:01.928 adjustments and complete some missing fields,
00:56:01.930 --> 00:56:03.295 but that’s the general gist of it.
00:56:03.300 --> 00:56:05.208 It’s really just reviewing all of
00:56:05.208 --> 00:56:07.112 this data that we’ve entered in
00:56:07.112 --> 00:56:09.093 these other tabs of the profile to
00:56:09.093 --> 00:56:11.148 to fill in gaps where necessary,
00:56:11.150 --> 00:56:13.070 choose what displays and what doesn’t,
00:56:13.070 --> 00:56:14.718 and generate my CV.
00:56:14.718 --> 00:56:16.366 At the very end,
00:56:16.370 --> 00:56:18.248 I’m just going to skip through.
00:56:18.250 --> 00:56:21.058 I will be able to preview the CV.
00:56:21.060 --> 00:56:24.240 Which? We’ll probably take a minute.
00:56:24.240 --> 00:56:24.594 Yeah.
00:56:24.596 --> 00:56:24.858 Yeah.
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 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, just hide it.

You don’t have to go and delete the information entirely.

If you have other specific questions about the CV builder,
it feel free to reach out to us.viays.m.editor@yale.edu and we could also look at scheduling and more in depth session of CV builder for people who are interested.

And with that, if there are no other questions, we are out of time. Does anyone else have any questions that we could help answer? OK. If you need to reach us or you have questions, e-mail YS m.editor@yale.edu and the team will get back to you quickly. Thank you.

everybody. Thank you. Right.