Pure: Making your profile public
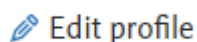
If your profile does not appear on the Public Research Portal or if your publications do not display on your page in the staff directory follow the steps below to update Pure.

Your profile and publications on the Public Research Portal

The public research portal displays your work and your profile to the wider academic community and to the public visiting our webpages. To make sure that your profile is visible, Log into Pure and follow a few quick steps:

1. Access your personal overview in Pure at
    https://pure.abdn.ac.uk/admin/workspace/personal/overview/

2. Click on Edit Profile:

    ✏ Edit profile

3. An editing window will pop up, scroll to the bottom of the window to the section marked visibility

    Visibility ℹ

    IMPORTANT NOTE: Please ensure you change the visibility setting from **Publicly available** if you do **NOT** wish this record to be displayed on the Pure Portal

    Visibility
    Backend – Restricted to Pure users ▼

4. Use the drop down box to change the change the visibility to "Public – No restriction"

    Visibility
    Public – No restriction ▼

5. Save the changes to your record, using the save button at the bottom of the window.

    Save

6. Check that your profile is now visible on the Public research portal by clicking My public profile on the personal overview screen

    ↗ My public profile

Your publications on Staff pages

The Staff directory is connected to Pure through a lookup script, the script harvests information on your publications, postgraduate research supervision and datasets from Pure. To make sure that this content is captured and displayed on your staff page, log into your staff page and follow a few quick steps:

1. Log into your staff page at https://www.abdn.ac.uk/staffpages/login

2. look for the publications section at the bottom of the left-hand menu

Teaching

My Teaching

Programmes & Courses

Publications

My Publications

3. Click on My Publications

4. Update Show publications to "Yes"

My Publications

Show Publications

Do you want to display your publications from Pure within the publications tab on your profile?

◉ Yes
○ No

5. You can also opt to have your most recent publications displayed on the overview page by clicking "Yes" in the Display Latest Publications section. This is optional and can be changed at any time.

Display Latest Publications

Do you want to display your latest 5 publications from Pure on your profile overview page?

◉ Yes
○ No

6. Save your changes by using Save Draft at the top of the screen

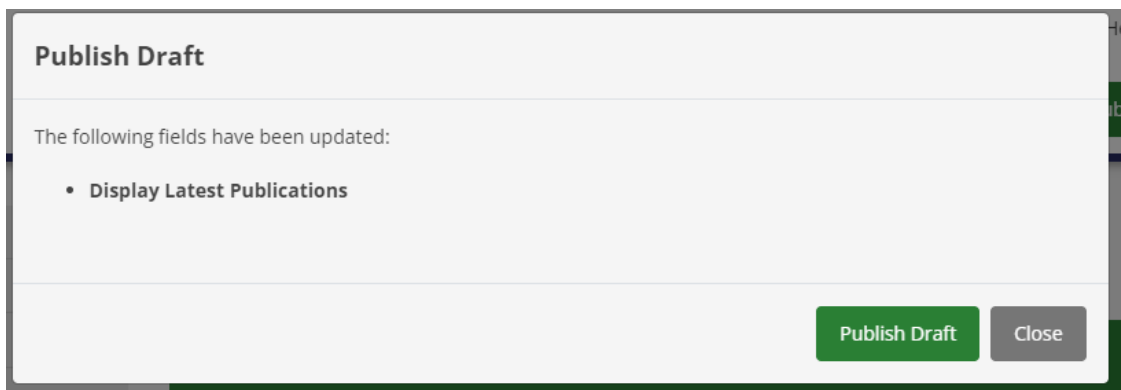[Save Draft] [👁 Preview] [✈ Publish] [🗑 Discard]

You will be notified that the changes have been saved as a draft

✓ **Success:** Your changes have been saved as draft.

7. If you are happy with your changes, click on Publish

A confirmation page will appear, click on publish draft again

Once published you will be notified that changes have been successful

If you have followed the steps for Your profile and publications on the Public Research Portal and Your publications on Staff pages and your profile or publications are still not displaying please email pure-feedback@abdn.ac.uk