

Colorado PROFILES

Edit Your Profile

Access to Edit Your Profile

Editing your profile will require Login to the Colorado PROFILES system.

Users with a UC Denver email (ucdenver.edu) or UC Boulder email (colorado.edu) can login to edit their profile.

Affiliate users with Person of Interest (POI) access can also login to edit their profile. Affiliates who do not know their POI access information may contact the issuing department for assistance.

See the tutorial "How to Login" for additional information.

About Editing Your Managed Descriptions

Managed Descriptions can be customized by you or your proxy.

Managed Descriptions are updated within 72 hours of modification by you or your proxy, and include editing your:

- photo
- biography with awards & honors
- overview narrative
- bibliographic with publications

Access Edit Menu

If you are NOT logged in, you will have a "Login" option in the Menu

If you ARE logged in, you will have a "Logout" option in the Menu

Search

Menu

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Colorado PROFILES

The Colorado Clinical & Translational Sciences Institute

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John Doe

Title Research Services Principal Pr
Institution University of Colorado Denver - Anschutz Medical Campus
Department ADM-VCR CCTSI GenOps
Address ZLOB
Leprino Office Building
12401 East 17th Avenue
Phone 720/848-7797
Email sandra_chalmers@ucdenver.edu



Biography

Click "Edit My PROFILE" to access editing features for your profile.

Bibliographic

selected publications

Publications listed below are automatically derived from MEDLINE/PubMed and other sources, which might result in incorrect or missing publications. Faculty can [login](#) to make corrections and additions.

Doe's Networks

Click the "See All" links for more information and interactive visualizations!

Concepts

[Continuity of Patient Care](#)
[Patient Discharge](#)
[Fee-for-Service Plans](#)
[Quality Indicators, Health Care](#)
[Patient Readmission](#)
[See all \(33\) concepts](#)

Co-Authors

[Coleman, Eric](#)
[Min, Sung](#)
[See all \(2\) people](#)

Similar People

[Coleman, Eric](#)
[Kutner, Jean](#)
[Henderson, William](#)
[Rumsfeld, John](#)
[Masoudi, Frederick](#)
[See all \(60\) people](#)

Navigate Edit Menu

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Keywords
Last Name
Institution
Search

John Doe [View Profile](#)

Edit Menu

Below are the types of content that can be included on this profile. Locked items can be viewed but not edited. Information in the Address section of your profile, including your titles, affiliations, telephone, fax, and email are managed by your Human Resources office; however, you may upload a custom photo to your profile using this website.

Category	Items	Privacy
Category: Address		
mailing address	1	
email address	1	
photo	0	
Category: Biography		
awards and honors	2	Public
Category: Overview		
overview	1	Public
Category: Bibliographic		
selected publications	4	Public

History
Chalmers, Sandra
Sokol, Ronald

Click on the line for:

- photo
- awards and honors
- overview
- selected publications

to access the edit window for those managed descriptions

Locked Address items can only be updated by your HR Administrator

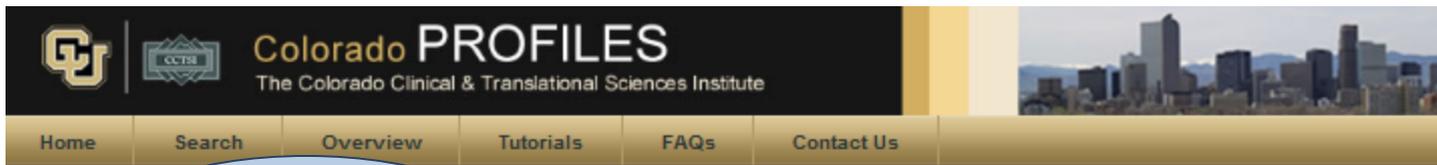
Edit a Photo

The screenshot shows a web interface for a profile page. At the top, there is a navigation bar with links for CCTSI, CU Boulder, CU Colorado Springs, and CU Denver | Anschutz Medical Campus. Below this is a header with the Colorado logo and the text "Colorado PROFILE Clinical & Translational". A search bar is located on the left side of the page, with fields for "Keywords", "Last Name", and "Institution", and a "Search" button. The main content area displays the profile for "John Doe" and includes a "View Profile" link. A dropdown menu is open, showing options: "Edit Menu > photo" and "Add/Edit Custom Photo". Below the menu, it says "No photo found." and "Select custom photo for upload" with a "Browse" button. Two callout boxes provide instructions: one points to the "Edit Menu" option, and the other points to the "Add/Edit Custom Photo" option.

Click "Edit Menu" to return to the Edit Menu

Click "Add/Edit Custom Photo" to open the upload/browse function to locate a custom photo in JPG, GIF, BMP, PNG format

Editing Awards and Honors



Keyword

Last Name

Institution

Click "Add awards" to add awards and honors.

[Add award\(s\)](#)

Enter the year(s), name and institution.
For Award Year(s), enter both fields only if awarded for consecutive years.

Award Year(s) Name (required) Institution

[Save and add another](#) | [Save and Close](#) | [Close](#)

- Use up and down arrows to change listing order
- Use Pencil button to edit a listing
- Use Trash Can button to delete a listing

When adding a listing, there are two different save options. Note: "Close" will not save the information you have entered

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[Find Research](#)

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Year of Award	Thru Year	Name	Institution	Action
			University of Illinois, Urbana	▲ ▼ ✎ 🗑
			University of Illinois, Urbana	▲ ▼ ✎ 🗑
1976		Alpha Omega Alpha	University of Chicago Pritzker School of Medicine	▲ ▼ ✎ 🗑
1986		Basil O'Connor Award	March of Dimes	▲ ▼ ✎ 🗑
1990		Mead Johnson Award for Nutritional Research	American Institute of Nutrition	▲ ▼ ✎ 🗑

NEW - Awards and Honors are now "searchable" when using the Find Research option in the Menu

History

Publication List Development

Publications are added both automatically from PubMed and manually by you or your proxy. The algorithm used to automatically add articles attempts to minimize the number of incorrect publications added to your profile; however, this method results in some missing publications.

We encourage you to login to the website and add missing publications or remove incorrect ones.

See the tutorial “Maintain Your Publications” for detailed publication management information.

Publication Caveats

Users with common names, those who publish using names not matching the CU Human Resources system (nicknames, middle names, etc.) or those whose names have changed are most likely to have incomplete publication lists.

In addition, articles written at institutions that are not CCTSI affiliates may not be listed.

See the tutorial “Maintain Your Publications” for detailed publication management information.

Edit Your Publications

Keywords

Last Name

Institution

Search

John Doe
[Edit Menu > selected publications](#)

- [Edit Visibility \(Public\)](#)
- [Add PubMed](#) (Search PubMed and add multiple articles.)
- [Add by ID](#) (Add one or more articles using codes, e.g., PubMed ID.)
- [Add Custom](#) (Enter your own publication using an online form.)
- [Delete](#) (Remove multiple publications from your profile.)

selected publications

1. Parry C, Min SJ, Chugh A, Chalmers S, Coleman EA. Further application of the care transitions intervention: results of a randomized controlled trial conducted in a fee-for-service setting. *Home Health Care Serv Q*. 2009; 28(2-3):84-99.
2. Parry C, Mahoney E, Chalmers SA, Coleman EA. Assessing the quality of transitional care: further applications of the care transitions measure. *Med Care*. 2008 Mar; 46(3):317-22.
3. Coleman EA, Parry C, Chalmers SA, Chugh A, Mahoney E. The central role of performance measurement in improving the quality of transitional care. *Home Health Care Serv Q*. 2007; 26(4):93-104.
4. Coleman EA, Parry C, Chalmers S, Min SJ. The care transitions intervention: results of a randomized controlled trial. *Arch Intern Med*. 2006 Sep 25; 166(17):1822-8.

• Use commands to Add publications by searching PubMed, entering ID codes, or creating custom additions.

• Use Delete command for multiple deletions OR use Trash Can symbol next to an individual publication to remove that single listing.

See the tutorial “Maintain Your Publications” for detailed publication management information.

Manage Your Proxies

You can add a proxy to make changes to your profile. A proxy is someone who has permission to edit your profile, such as your research or administrative assistant.

In order to prevent unauthorized people from editing your profile, you must set up your profile to allow edit control for a proxy.

Once logged in to Colorado PROFILES, you can add or remove proxies using "Manage Proxies" found under Menu in the left panel.

Navigate the Manage Proxies Page



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[Chalmers, Sandra](#)

[Kahn, Michael](#)

[Sokol, Ronald](#)

Contact Us

If you have any questions or feedback

Manage Proxies

Manage Proxies

Proxies are people who can act on your behalf. For example, faculty can designate someone to act on their behalf. If you have a profile, then one or more proxies can be designated. You also have the ability to designate yourself as a proxy for your department or institution.

If one of the people listed below has been designated as your proxy, you may remove that person as your proxy.

Users who can edit your profile

Name	Institution	Email	Delete
Swan, Ellert	University of Colorado Denver - Anschutz Medical Campus	swan.ellert@ucdenver.edu	

[Add A Proxy](#)

Users who have given you permission to edit their profiles

None

1. Click here to access the Manage Proxies page

2. See Proxy users with access to edit your profile

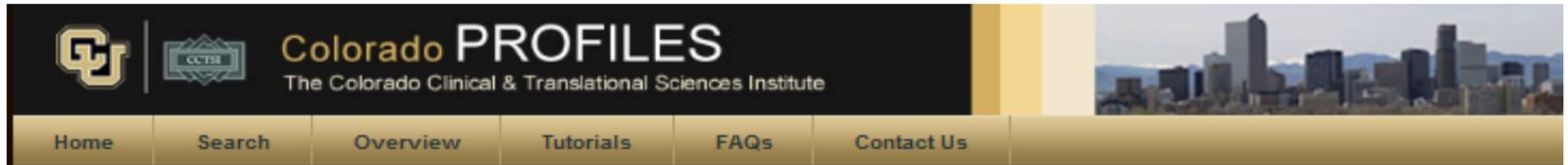
3. Use the delete button to remove a Proxy

4. Click here to add a new Proxy

5. See list of all profiles you have access to edit as a Proxy

6. Use the delete button to remove a Proxy

Add a Proxy



1. Click here to access the Manage Proxies page, then select Add Proxies to reach this page.

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[Ronald](#)

Search Proxies

Search Proxies

Proxies are people who can edit other people's profiles on their behalf. You can designate their assistants as proxies to edit their profiles. If you have a proxy or more proxies might be assigned to you automatically by your department or institution. You also have the option of designation your own proxies.

Last Name

First Name

Institution

Department

2. Search for the Proxy to be added by last name, first name, institution, or department.

3. Click on the listing in the Proxy Search Results to add them as a Proxy for your profile.

Proxy Search Results

Name	Institution
Swan Ellert	University of Colorado Denver - Anschutz Medical Campus

1 of 1 pages

4. If you cannot locate the person you wish to name as a Proxy, contact profiles@ucdenver.edu with the name and department of that person for entry into the Colorado PROFILES system. Once entry is completed, you will be notified so you can proceed with the Proxy setup process.

Additional questions?

Email: profiles@ucdenver.edu

[Go to Colorado PROFILES](#)