

# Pivot in a Nutshell

**NB: Pivot's excellent help text** is available on each page, bottom left corner, and includes video guides.

## 1. Access and Login

- Basic funding searches are accessible via any UCI computer:  
<http://pivot.cos.com>
- More customized functions require login (upper right corner of most Pivot pages):  
Use your UCI email address and make a password.



- Once you log in, you will be able to access your personal Pivot homepage (click the house icon to the left), which will enable you to manage all your Pivot-related business.

## 2. Funding Search: Pivot's main function, accessible through either quick or advanced search

### • Quick Search

- In either search box, type in any single word (or enclose two or more words in quotes to search the string)



- Any search can be refined by clicking the "refine" button after you receive the search results

### • Advanced Search

- Customizable, highly flexible
- The top of the page is for things you want to include, the bottom for things to be excluded.
- Use Pivot's keyword thesaurus. Any individual research project can be described by a variety of keywords. Experiment with Pivot's keyword thesaurus to achieve the greatest flexibility in finding resources for your project.

- After reviewing the results, refine your search by selecting restrictors such as activity location, sponsor type, limited competition, applicant type, or funding amount.
- Use the bottom of the advanced search page to exclude particular terms (e.g., particular geographical areas).

### 3. Email Alerts

- Run a search
- Customize it as desired
- Save the search, name it, and check the box to receive a weekly alert

### 4. Sharing Opps with Others

- Run a search; click the ones you want to save
- Click the “share” button at top of list

The screenshot shows the Pivot website interface. At the top, there's a navigation bar with 'pivot' logo and 'University of California, Irvine'. A search bar contains 'Environmental Biology'. Below the search bar, there's a section for 'Search Funding Results' with options for 'Advanced Search', 'Save Search', and 'Refine Search'. The main content area displays a list of funding opportunities with columns for 'Submission type', 'Track', 'Set to Active', 'Share', 'Export', 'Curate', 'Deadline', and 'Amount'. The list includes entries like 'Orville Erickson Memorial Scholarship Fund (OEMSF)', 'Marine Ecosystems Research Programme', 'Opportunities for Promoting Understanding Through Synthesis (OPUS)', and 'Cooperative Ecosystem Studies Unit, Great Lakes Northern Forests'. On the left side, there are filters for 'Submission type', 'Top funding types', and 'Top sponsor types'.

### 5. Profiles

- To enable faculty to find potential collaborators, and another avenue for finding funding
- Available through toolbar at top of page: via button at left or drop-down menu at right
- Captured from publicly available websites
- Edited by Pivot editorial staff to address copyright concerns
- May differ from your UCI profile
- For profiles to be current, faculty must claim their profiles and update
- Help text provides instructions for claiming an existing or creating a new profile

### 6. Questions? Please contact Beth Riley, [briley@uci.edu](mailto:briley@uci.edu).