Pivot

A quick overview of how to begin finding funding opportunities through Pivot
What is PIVOT?

The Office of the Vice President for Research has recently subscribed to Pivot, by ProQuest. Pivot is a web-based discovery and workflow tool that combines a comprehensive source of global funding opportunities with the largest collection of scholar profiles into one intuitive solution. With Pivot, faculty, research administrators, and graduate students can easily explore new avenues for funding, view funding opportunities uniquely matched to their scholar profile, collaborate with colleagues and manage the results of the process to build a funding strategy that supports both immediate and long-term funding needs.

For more detailed information or to help building your Pivot Faculty Profile, please contact Maureen Piekos or Mandy Frantz at OVPR_Pivot@stonybrook.edu.
Step 1: Create Your Pivot Account at [https://pivot.proquest.com](https://pivot.proquest.com)

You must use a stonybrook.edu or stonybrookmedicine.edu email address
Step 2: Log into PIVOT

For most faculty members, you will see a profile already set up when you first log in. You may see more than one profile. If there is more than one profile for you, select the ‘THIS IS ME’ option of the profile that is most current and email us at OVPR_Pivot@stonybrook.edu and we will ask that the second profile be removed. If you do not see a profile for you, you can create your own by following their prompts or email us and we will add your information.

Step 3: Claim Your Profile

Under your Profile drop down menu in the top right corner, select Claim Profile. You must ‘Claim’ your profile to begin receiving funding opportunities or editing your profile.
You can edit your profile at any time by going under your profile tab in the upper right hand corner.
• Left-hand menu offers current opportunities handpicked by Pivot editorial staff – these will not be specific to your keywords

• Advanced Search offers the most detailed search criteria (e.g., Keywords, Funding Amount, Deadline, Citizenship, etc.)

• Find OR Exclude funding opportunities based on your specific parameters

• For each page, you will find a YouTube tutorial
Advanced Search

Specify any/all for the narrowest search parameters.

Any web searchable word

You Tube Video on each page
Similar to above but choose funding opportunity parameters that you do NOT want to see/receive.
Save Your Search

Once you have the desired search parameters, you can save your search or refine it to adjust the parameters.

Make sure this box is checked to receive weekly emails on this particular search. You may choose multiple searches and will receive an email that is tailored to each.
Home Page

pivot™ State University of New York at Stony Brook

Active Opps

Save the most critical or time-sensitive funding opportunities you find to your Active list. Use tags to organize and receive an email when an active opp is updated (both optional).

Click on the Funding tab to begin your search or use the quick search in the navigation bar at the top of the page.

View Tutorial
Home Page

State University of New York at Stony Brook

Tracked Opps

Use your Tracked list for funding opportunities that are of interest but aren’t as timely as those on your Active list. Manage your tracked list by receiving email alerts when there are important updates and creating tags to organize the list.

Click on the Funding tab to begin searching and adding to Tracked or use the quick search in the navigation bar at the top of the page.

View Tutorial
Home Page

This is where your saved searches will appear under each saved name – you can view funding opportunities here as well as request the weekly email.
Home Page

Funding Opps Shared in Last 60 days

As you share funding opportunities with colleagues, Pivot keeps track of them on this page. You can view what, with whom and when you’ve shared something within the past 60 days.

View Tutorial
## Home Page

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### Opps Received (1)

<table>
<thead>
<tr>
<th>Type</th>
<th>Count</th>
<th>Description</th>
<th>Next Deadline</th>
<th>Received From</th>
</tr>
</thead>
<tbody>
<tr>
<td>Limited Submission</td>
<td>0</td>
<td>Early Career Research Program</td>
<td>04 Apr 2018</td>
<td>Maureen Plekos</td>
</tr>
<tr>
<td>Internal Coordination</td>
<td>0</td>
<td></td>
<td>Application</td>
<td>19 Jan 2018</td>
</tr>
<tr>
<td>Other</td>
<td>1</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Advisor opportunities are based on keywords in your publications or profile. These are generated by Pivot and will probably be broader in nature.
Profile Preferences

Deadline Notification Preferences
When I add opps to Active, send deadline reminder via
- Pivot Announcements
- My Email
- 2 weeks before a deadline
When I add opps to Tracked, send deadline reminder via
- Pivot Announcements
- My Email
- 2 weeks before a deadline

Email Preferences
- Advisor Alert: Enabled

Groups
Personal groups you've created for sharing:

Office of Proposal
TEST, Office of the Vice President for Research
State University of New York at Stony Brook
2018
PIVOT FAQ’s - we will add to this as more questions arise:

How do I have my profile updated from current information I provide or the Faculty Profile Database?

Please reach out to OVPR_Pivot@stonybrook.edu if you would like us to set up your profile for you. We will not be able to search for opportunities for you but will provide one-on-one sessions to do this or please come into OPD Walk In hours and we will set up your advanced searches for you.

How is PIVOT different from COS?

COS represents "Community of Scholars" the name of the company that provided Scholars Universe and several other offerings that have been combined into what is now Pivot.

What if I see more than one profile?

Contact OVPR_Pivot@stonybrook.edu. We will request that the duplicated profile be removed - Pivot will handle these cases individually within 48 hours.

If you have questions at any time, please contact us at OVPR_Pivot@stonybrook.edu.

For online help, you may also visit Pivot Support Resources.