


How do I add a title or academic degree to my profile?

These instructions describe the process of logging into the UWA Profiles and Research Repository and demonstrate how you can add additional titles or academic degrees to your profile.

<p>Login to start:</p> <ol style="list-style-type: none">1. Go to the UWA Profiles and Research Repository2. Click on login to the UWA Profiles and Research Repository here.3. Log in with your UWA Office365 login details. <code>staffnumber@uwa.edu.au</code> and PHEME password, or <code>studentnumber@uwa.edu.au</code> and PHEME password	<p>Welcome to the UWA Profiles and Research Repository</p> <p>The UWA Profiles and Research Repository is an open platform where you can discover UWA staff, find information about their research, teaching, grants, and activities, and access their research outputs.</p> <p>UWA Staff and HDR students can log in to the UWA Profiles and Research Repository here.</p> <p>For further assistance please contact staffsupport-lib@uwa.edu.au (for staff) and hdrsupport-lib@uwa.edu.au (for students)</p> 
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1. Once logged in, click **Edit profile**.

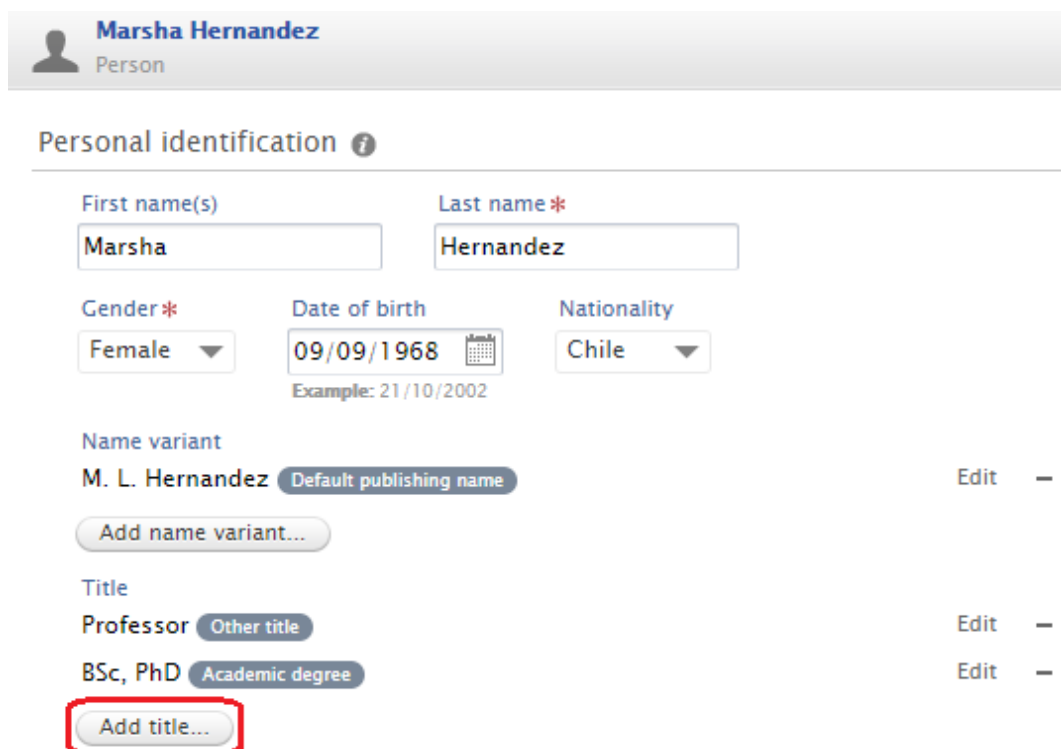


Blake Shant

- My public profile
- Add curriculum vitae
- <https://orcid.org/0000-0003-4049-0003>

Edit profile

2. Under **Personal Identification**, click **Add title**



Marsha Hernandez
Person

Personal identification ⓘ

First name(s): Last name*:

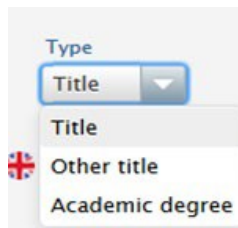
Gender*: Date of birth: Nationality:

Name variant: Default publishing name Edit

Title: Other title Edit

Academic degree Edit

3. Select either **Other title** or **Academic degree** according to the information you would like to add. The **Title** field is synchronised from Alesco and cannot be changed.



Refer to the [UWA Style Guide](#) for standardised abbreviations of postnominals/qualifications.

4. Enter the title or academic degree in the field provided, then click **Create**.
5. Click **Save** at the bottom of the screen.

Remember: When updating fields in your profile, the **Create** or **Update** button will apply your changes, but you will still need to press the blue **Save** button to retain any changes (this is always located at the bottom of the record window).

