**Overview**

**The Home Page**

The ***Homepage*** of RIS is a summary of your activities and profile. It is the first page which you see when you log into the system.

There are four main sections to the ***Homepage***:



**3**

**4**

**2**

**1**

Figure 2: The Home page

1. **Your Profile.**

This contains the summary information which is kept on the system. By clicking on the ***Edit*** link, you are brought to ***General Information*** where you can update your profile accordingly. By clicking on ***View Profile***, you will get a preview of what your profile looks like on Maynooth University’s website; by clicking on ***Download Profile***, your profile can be downloaded as a Microsoft Office file.

1. **Search Profiles.**

Allows you to find research collaborators within the University by searching your colleagues’ profiles and / or publications by keyword.

1. **Publications That May Be Yours.**

This section automatically suggests publications which might be authored by your. This feature searches catalogues and databases such as Scopus, for your publications.

1. **Navigation Menu:**

The Main Menu allows you to navigate between all sections in the system.