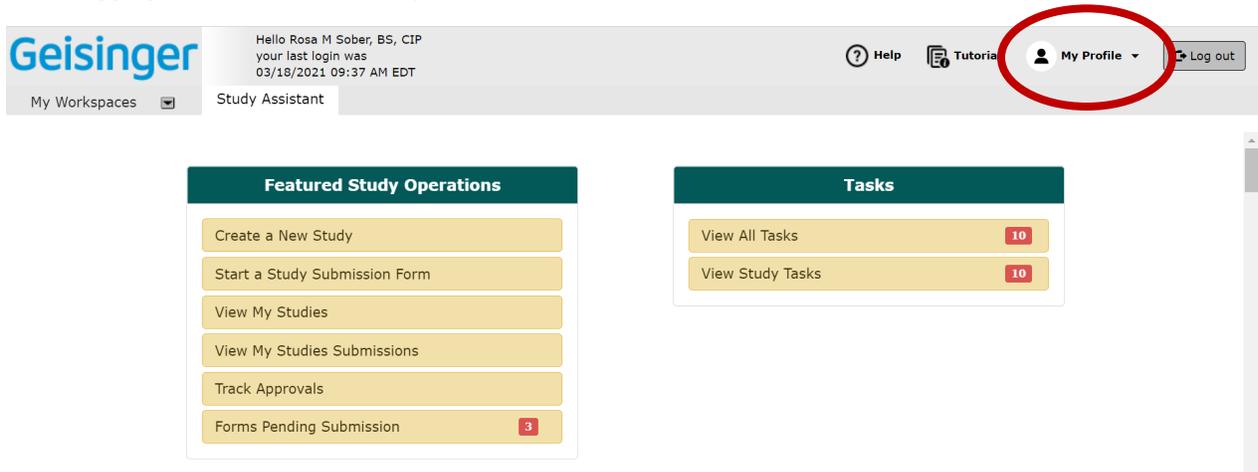
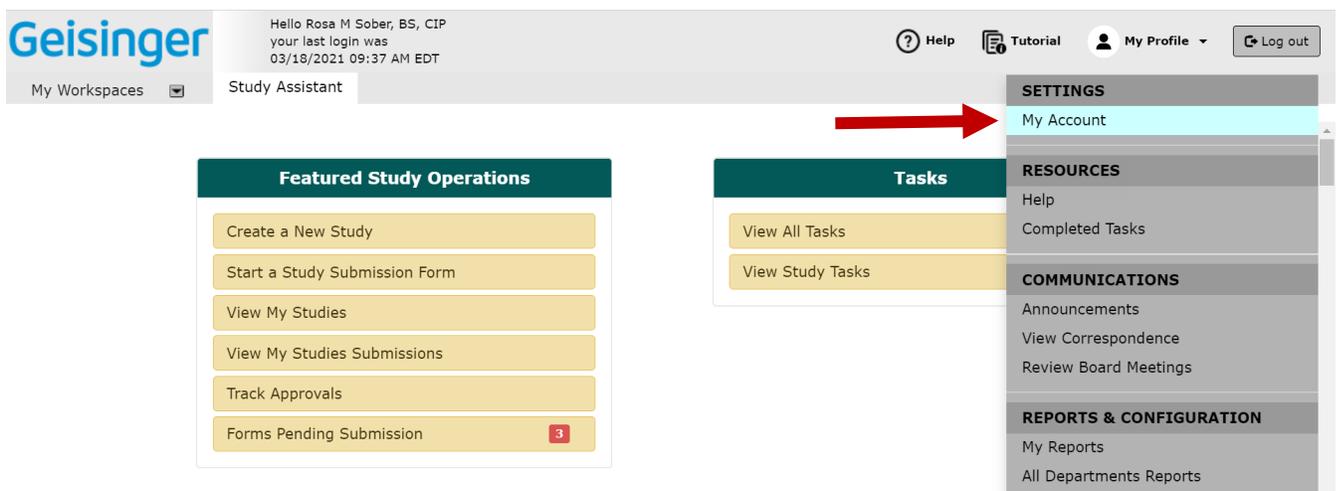


Adding a CV/Biosketch to iRIS Profile

After logging in iRIS, hover over My Profile as shown below.



Select "My Account" in the menu that appears.



That brings you to your profile shown below.

Geisinger Account: Rosa M Sober, BS, CIP
Department: Geisinger - IRB Operations & HRPP
Path: Home

My Workspaces My Profile **My Account - Rosa M Sober, BS, CIP** Back

Save Changes

| | | |
|----------------------|---|-----------------------|
| Profile | * Last Name: Sober | First Name: Rosa |
| Biosketch, CV, Pubs | Personal Question: | Personal Answer: |
| Training History | Contact Information (* fields required) Use for System Notifications | |
| Medical Licenses | * Email Address: rmsob@geisinger.edu | <input type="radio"/> |
| Signature | Email Address Required | |
| Signoff Availability | Mailing Address: | |
| Notes | Physical Address: | |

Click on "Biosketch, CV, Pubs." to get to the screen below.

Geisinger Account: Rosa M Sober, BS, CIP
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Path: Home

My Workspaces My Profile **My Account - Rosa M Sober, BS, CIP** Back

| Profile | Curriculum Vitae (CV) or Biosketch | Add CV or Biosketch | | | | | | | | | | | | |
|--------------------------------|---|---------------------|------------------|-------------------|------------------|-------------------|-----------------|--------------------------------|--|--|--|--|--|--|
| Biosketch, CV, Pubs | <table border="1"><thead><tr><th>Remove</th><th>Edit</th><th>Document Type</th><th>Version Date</th><th>Title</th><th>View Document</th></tr></thead><tbody><tr><td colspan="6">No CV has been added.</td></tr></tbody></table> | Remove | Edit | Document Type | Version Date | Title | View Document | No CV has been added. | | | | | | |
| Remove | Edit | Document Type | Version Date | Title | View Document | | | | | | | | | |
| No CV has been added. | | | | | | | | | | | | | | |
| Training History | | | | | | | | | | | | | | |
| Medical Licenses | Publications | Add Publication | | | | | | | | | | | | |
| Signature | <table border="1"><thead><tr><th>Remove</th><th>Edit</th><th>Publication Type</th><th>Publication date</th><th>Publication Title</th><th>View Attachment</th></tr></thead><tbody><tr><td colspan="6">No Publication has been added.</td></tr></tbody></table> | Remove | Edit | Publication Type | Publication date | Publication Title | View Attachment | No Publication has been added. | | | | | | |
| Remove | Edit | Publication Type | Publication date | Publication Title | View Attachment | | | | | | | | | |
| No Publication has been added. | | | | | | | | | | | | | | |
| Signoff Availability | | | | | | | | | | | | | | |
| Notes | | | | | | | | | | | | | | |

Upload CV or Biosketch on the screen below. You are able to drag and drop into the box as directed below and make sure to SAVE UPLOADED FILE.

Save Uploaded File to IRIS

- Profile
- Biosketch, CV, Pubs**
- Training History
- Medical Licenses
- Signature
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- Notes

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***Document Type:** Curriculum Vitae (CV) Biosketch

***Title:**

Version Date: 

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