

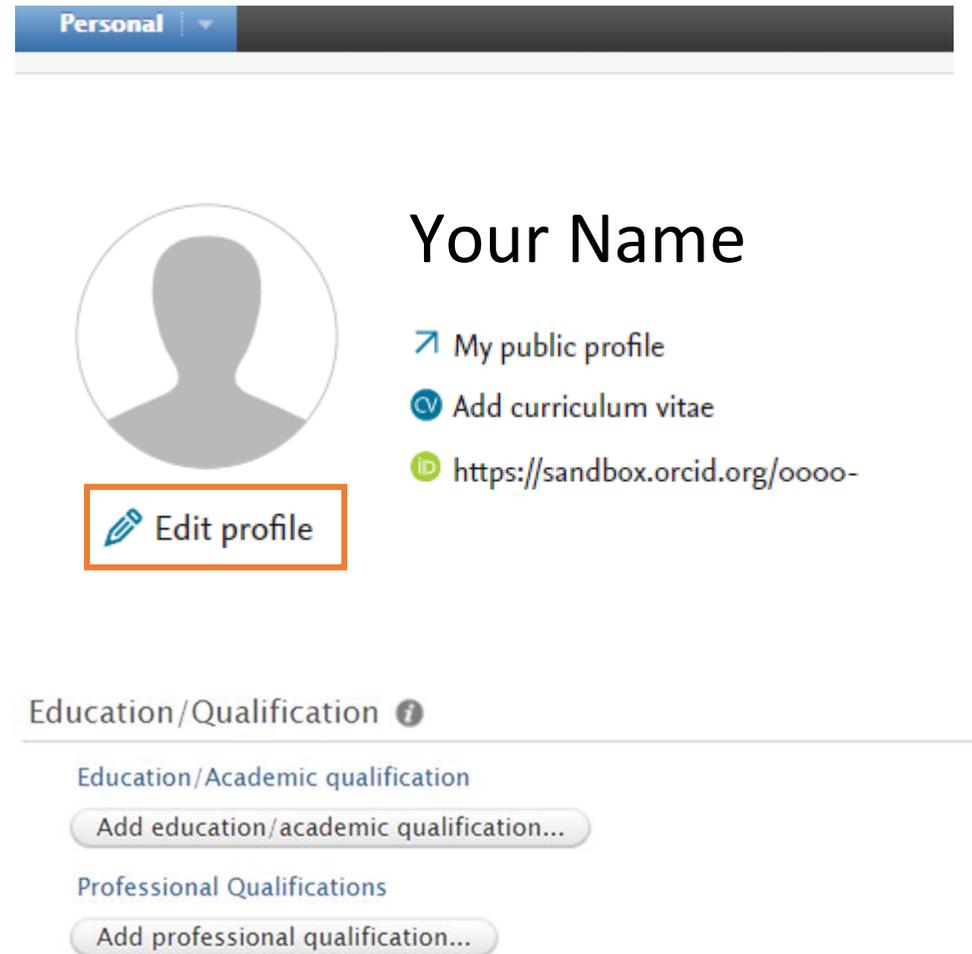
1. Log in to Pure with your University Login (formerly EASE) at <https://www.pure.ed.ac.uk>

2. Click on the blue **Personal** tab to return to the personal overview page.

3. Click on **Edit Profile**.

4. Scroll down to the Education/Qualification section.

Click on the Add buttons to add either Education/Academic or Professional Qualifications.



Personal

Your Name

My public profile

Add curriculum vitae

<https://sandbox.orcid.org/0000->

Edit profile

Education/Qualification

Education/Academic qualification

Add education/academic qualification...

Professional Qualifications

Add professional qualification...

The fields that will be displayed on your profile page on the Edinburgh Research Explorer are:

- Field of Study
- Qualification
 - If your qualification is not listed in the dropdown menu, contact pure@ed.ac.uk to get the qualification added to Pure.
- Award Date
- Organisation

Click on Create to add the academic qualification to your profile.

Add education/academic qualification

Field of Study


Qualification

Project Title


Award Date
 
Example: 21/10/2002

Organisation
 **University of Edinburgh** -
Organisational unit: University

Start Date **End Date**
Year Month Day Year Month Day

5. Remember to click on Save at the bottom of the Edit Profile window.

A blue rectangular button with the word 'Save' written in white text, set against a dark grey background.