



Faculty-Staff Profile Database

Office of the Vice President for Research
and Dean of the Graduate School

Table of Contents

Introduction and Overview	1
Reporting and Administrative Accounts	2
How do I get an account?	2
Logging In	2
Email Addresses	2
Password Retrieval	3
Data Entry Elements	3
Data Entry Elements - 1	4
Data Entry Elements - 2	5
Entering Data in Tabular Sections	6
Entering Data in Narrative Sections	7
Carrying Data Forward	8
System-Supplied Data	9
Some Frequently Asked Questions	10
Faculty-Staff Profile Search Tools	12
Screenshot - Equipment Search	13
Screenshots: Expertise - Keywords	14
Screenshot: General - Free Text	15
Questions and Technical Support	16

Introduction and Overview

The Faculty-Staff Profile Database (FSP) is the main annual reporting tool for the University of Maine. All colleges require their regular faculty to provide an annual report using this system. Some individual departments may also require part-time faculty to report using this system. Some professional research staff also enter reports, particularly if they are grant recipients.

If you are unsure about whether you are required to report, check with your department head or college.

This system was designed to provide a uniform data-entry environment that will then enable campus administrators to present an accurate and current picture of the University's faculty and professional staff and their activities.

The primary intent of this system is to collect aggregate data on several levels: 1) by department or unit, 2) by college, and 3) for the University as a whole. The primary output for this information are department, college and research unit annual reports.

As a secondary benefit, the database can also serve as an on-going repository for individual faculty members to house information pertaining to all of their academic and professional activities, and then be able to export it for other purposes as they choose, such as into their websites, CV's, promotion and tenure reports, etc.

Because it is web-based and available 24/7, relevant data can be entered as events occur rather than waiting until the end of the academic year to gather data.

A third purpose being developed for the system is providing information to the public, such as expertise, research activities and publications. Starting in Fall 2017, several search tools are available to all faculty and administrators.

The data entry elements in the FSP were initially based on recommendations by the University Research Council, and with further input from the colleges and Faculty Senate, have been designed to be inclusive of all disciplines in all colleges. Despite variations in the types of information that different disciplines might report, all data entry elements will be available to all faculty members in order to make sure that we have the potential to capture the full breadth of what is being done on campus (e.g. engineers may also be engaged in creative activities and artists may have technical activities).

Reporting and Administrative Accounts

Two types of account exist in the system: reporting (or faculty) accounts, and administrative accounts. Reporting accounts are for data entry. Administrative accounts are used to view reports within a department, research unit or college, and generate summary reports and lists. In addition to reporting, administrators can create new accounts, reset passwords and perform other minor administrative tasks. Administrators cannot edit or change your data.

Department chairs usually have two accounts: one for administration and one for data entry. Most departmental or college administrative assistants also have an administrative account.

How do I get an account?

Because administration is decentralized, your departmental AA or your college can create one for you. Some departments and colleges proactively create accounts; others do not. You can also contact the system administrator. Contact information is found at <https://library.umaine.edu/fsprofile/contact.aspx>

Logging In

The FSP resides on Fogler library servers. The address is

<https://library.umaine.edu/fsprofile/login.aspx>

FSP passwords are maintained separately from Maine Street passwords. However, once your account has been created and you have changed your password within the FSP, you can access the system using your Maine Street passwords as follows:

- If you are already logged in the campus portal (my.umaine.edu), and you visit the login page above, the system will automatically log you in, unless for some reason we do not have your correct maine.edu address on file.
- There is also a Maine Street login link on the login page ("Click here to log in through the UMaine Portal using your Maine Street password"). After logging in you will be returned directly to the FSP.
- Note that if you have both types of accounts, the faculty data entry is the one selected by a portal login. If you intended to use your administrative account, just log out and then log in again with your administrative credentials.

Email Addresses

Two email addresses are kept on file: your preferred email address and your maine.edu email address. The preferred address is used for system notifications and password retrieval. It does not need to be the same as your maine.edu address, which is used for portal logins.

Password Retrieval

Passwords are securely stored in an encrypted form. They are not viewable by any administrator, although an administrator can change a password at your request. Password can be retrieved at <https://library.umaine.edu/fsprofile/sendpassword.aspx>

Your username and password are sent to your preferred email address. Because these are sent as plain text emails, we recommend that you change your password immediately after getting the reminder. You can also login through the campus portal, or you can request an administrator to reset or change your password for you. Administrators do not need to know the prior password in order to change it.

Passwords do not expire. It is recommended that you use a unique password for this system rather than using your MaineStreet password, or any other frequently used password.

Data Entry Elements

The next two pages are screenshots illustrating the full set of data entry elements. They fall into eight broad areas:

- General Information
- Expertise
- Teaching and Instructional Activities
- Mentoring Activities
- Research, Scholarship and Creativity
- Service
- Additional Areas of Institutional Interest
- Other comments

Data entry elements are divided into two types:

- Tabular items, such as courses taught, graduate students, mentoring, publications, grants, etc.
- Narrative items, such as General Areas of Expertise, Curriculum and Course Development, Research summaries, most Service and Additional Areas of Institutional Interest

In a few cases, simple numeric data entry elements exist, such as the number of manuscripts reviewed, or the number of undergraduate advisees.

Data Entry Elements - 1

Report Items

Copy Data From Previous Year

Item	
General Information	Edit
Name	
Contact Information	
Assignment (% Instruction, Research, Administration, Service)	
Appointments and Affiliations	Edit
Expertise	Edit
General Areas of Expertise	
Summary of focus area(s) for research and/or activities	
Keywords	
Career highlights related to area(s) of expertise	
List any specialized equipment that you have in your work space	
Other	
Teaching and Instructional Activities	
Courses Taught & Assigned Teaching Load	Edit
Graduate Students (Committee Chair, Co-Chair, or Service; Academic Advising)	Edit
Undergraduate Honors Theses, Capstone Students and Directed Research	Edit
Other Teaching Activities	Edit
Number of Graduate and Undergraduate Advisees	
Undergraduate Advising: Amount and Type of Contact	
Independent Study, Directed Research, etc.	
Rehearsals, Coaching, etc.	
Maintaining and supervising lab and studio spaces	
Curriculum and Course Development	
Recruitment and Retention Activities	
Special teaching recognitions/awards/honors received	
Other Indicators of Teaching Performance	
Mentoring Activities	
Postdocs, Graduate Students, Undergraduates, Professional/Technical Staff, Faculty and Others under your supervision	Edit
Other mentoring activities	Edit
Research, Scholarship and Creativity	
Summary Section:	Edit
Summary of major findings, discoveries, results, or on-going research/activities that took place during this year	
How research/activities have contributed this year to your principal discipline	
How research/activities have contributed this year to other disciplines	
Benefits to society or public welfare from research/activities this year	
Publications (all types)	Edit
Presentations	Edit
Grants and other funding support awarded	Edit
Grants and other funding support submitted	Edit
Conferences/symposia/meetings attended	Edit
Research Expeditions and Field Trips	Edit
Creative activities (creative writing, performances, exhibitions, readings, concerts, etc.)	Edit
Artist residencies	Edit
Media presentations created (multimedia, websites, video, cds, etc.)	Edit
Intellectual Property: Copyrights/patents/licensing agreements/disclosures of inventions/breeder's rights	Edit
New companies formed	Edit
Industry sponsors	Edit
Other Research, Scholarship and Creative Activities:	Edit
New products developed	
Other Contracts Awarded	
Special Recognitions/Awards/Honors Received	
Other Indicators	

Data Entry Elements - 2

Service	
Service To Profession	Edit
Other Areas:	Edit
To Department	
To College	
To University	
To University System	
To State Legislature	
To State Government Agencies	
To General public/local community	
To Pre-K to 12 education	
Manuscripts/proposals reviewed	
Public testimony	
Television/radio/newspaper interviews	
Special public service recognition/awards/honors received	
Consulting	
Other	
Additional Areas of Institutional Interest	
Collaborations and Networking: Collaborations (UMaine, Other Institutions or Private Industry)	Edit
Professional memberships, other collaborations, and networking	Edit
Special activities in support of diversity	Edit
Special activities in support of sustainability	Edit
Integration of research and education	Edit
K-12 Education & Workforce Development	Edit
Administrative Activities	Edit
Development, Fund-Raising and Alumni Outreach	Edit
Other	
Additional Information and Comments:	Edit
Additional Information	
Additional comments related to the interpretation of this document (Confidential)	

Entering Data in Tabular Sections

While there are minor variations, tabular data entry sections will present the data in tables with buttons to edit, delete or re-order rows. The up and down triangles move rows up or down as desired. In the screenshot below there is a single button labeled "Add New Conference." Other screens may have a button at the bottom as well.

HOME	Enter Data	View Reports	Logout	About	Contacts	FAQ	Change Password				
Conferences/Symposia/Meetings Attended							Add New Conference				
Guidelines											
July 1, 2016 to June 30, 2017											
Conferences will be listed in the report by sequence number. Adjust order by using the up and down arrow buttons in each row.											
Note: GS and US columns are the number of your graduate and undergraduate students, respectively, attending the conferences for research purposes.											
No.	Date	Scope	Event	Location	URL	GS	US				
1	5/6/2017	Regional	Society of Wetland Scientists New England Chapter annual meeting	Biddeford, ME		0	0	▲	▼	Edit	Delete
2	January 2017	International	Society for Integrative & Comparative Biology	New Orleans, LA		0	0	▲	▼	Edit	Delete
3	June 2017	National	Existential Phenomenological Theory and Culture Conference	Toronto		0	0	▲	▼	Edit	Delete
4	August 21- 25, 2016	National	252nd American Chemical Society National Meeting & Exposition	Philadelphia, PA		0	0	▲	▼	Edit	Delete
5	June 20-23, 2017	International	CONTEXT-17: Tenth International and Interdisciplinary Conference on Modeling and Using Context	Paris, France	context17.org...	0	0	▲	▼	Edit	Delete
6	July 17-22, 2016	International	The Second International Conference of Human Aspects of IT for the Aged Population (ITAP), Part of HCI International 2016	London, England		2	0	▲	▼	Edit	Delete
7	4-2017	International	American Educational Research Conference	San Antonio, Texas		0	0	▲	▼	Edit	Delete

[Return to Item Selection](#)

The Add button and the Edit button open an edit screen, shown below.

7	4-2017	International	American Educational Research Conference	San Antonio, Texas
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Add New Conference

* denotes required field.

No.	<input type="text" value="8"/>
Date	<input type="text"/>
Scope	<input type="text" value="▼"/>
Event*	<input type="text"/>
Location	<input type="text"/>
URL	<input type="text"/>

Enter the number of your students attending this conference for research purposes.

Grad Students

Undergraduates

☒ Add to End ☐ Add Before #

[Add Conference](#) [Cancel](#)

Entering Data in Narrative Sections

The screenshots below illustrate a typical narrative section (Service) before any data has been entered. Only the top and bottom are shown. Important points to note are:

- The “Save” and “Return to Item Selection Without Saving” buttons apply to the entire screen.
- Regardless of the size of the text box on the screen, data of virtually unlimited length can be entered. However, in some outputs, data in excess of 4,000 characters may be truncated.
- Data can be pasted from other applications (and vice-versa of course).
- **It is strongly recommended that you prepare initial data entry in a word processor or text editor, copy it, and paste it into narrative sections.**
 - Sessions can time out if it has been more that two hours since you started editing the text
 - Any number of other issues can arise - browser crashes, network disruptions, etc.

In any case, use the Save button often!

HOME Enter Data View Reports Logout About Contacts Searches F

Service

See separate data entry for [Service to the Profession](#). Editorships and Editorial Boards have been moved to this section.

FY **2017**

Name **Curtis Meadow**

To Department

To College

To University

To University System

.....

Consulting

Other indicators

Save **Return to Item Selection Without Saving**

Carrying Data Forward

Just above and right of the Report Items list is a link labeled "Copy Data From Previous Year." A screenshot appears below. While the first year of data entry can be time consuming, it is much easier in succeeding year as you can "copy and edit" rather than writing from scratch.

The most important point to note is that carry data forward should be done early. Narrative data will be overwritten if present. Tabular data is never overwritten, but the copy process can leave redundant items.

Also note that starting with FY 2018 there will be no need to carry publication data forward. See https://library.umaine.edu/fsprofile/publication_changes.aspx for more detail.

Copy Data From 2016

The following categories of information are available to copy from the previous year. After copying data from the previous year, you can delete entries no longer applicable, add new entries and edit text data that was copied. Note: Where text or narrative data is already present it will be replaced with last year's data. Tabular data will be added to existing data.

The Status column shows whether the data is available to copy or if it has already been copied.

CAUTION: Narrative or textual data will overwrite anything already entered for this year.

Tabular data, such as grad students or publications, will not overwrite existing data but can cause redundant entries if data has already been entered for this year.

Category	Note	Overwrites Data?	Status		
Courses Taught		No	Data is available to copy	Copy Data	View Data
Grad Students		No	Data is available to copy	Copy Data	View Data
Capstone and Directed Research Students	Does not include Honors Theses Students	No	No data is available to copy		View Data
Teaching Narrative	All sections except awards/honors received	Yes	Data is available to copy	Copy Data	View Data
Mentoring		No	Data is available to copy	Copy Data	View Data
Publications	Submitted, Accepted or Under Contract	No	Data is available to copy	Copy Data	View Data
Research Narrative	All narrative sections except new products and awards/honors received	Yes	Data is available to copy	Copy Data	View Data
Service	All sections	Yes	Data is available to copy	Copy Data	View Data
Collaborations		No	Data is available to copy	Copy Data	View Data
Professional Memberships	and other collaborations	Yes	Data is available to copy	Copy Data	View Data
Activities in Support of Diversity		Yes	Data is available to copy	Copy Data	View Data
Activities in Support of Sustainability		Yes	No data is available to copy		View Data
Integration of Research and Education		Yes	Data is available to copy	Copy Data	View Data
Administrative Activities		Yes	No data is available to copy		View Data
Development and Fund-Raising		Yes	No data is available to copy		View Data
Additional Information	Non-confidential section only	Yes	No data is available to copy		View Data

[Return to Item Selection](#)

System-Supplied Data

Two areas of data are automatically supplied by other systems and attached to your report:

1. Grant information if the grant went through the Office of Sponsored Research (ORSP) office.
2. Industrial sponsor information, if the project was handled by the Department of Industrial Cooperation (DIC).

You may have grants, gifts, and outside funded projects that were not handled by ORSP or DIC. In these cases you can enter the information yourself.

ORSP data is uploaded on a monthly basis for most of the year. Uploads are more frequent as the end of the fiscal year (June 30) approaches. Note that ORSP data includes senior personnel only – PI's, Co-PI's, and others with an assigned responsibility for administering funds. If you participate in a grant and it does not appear in your data, contact technical support or the ORSP office.

DIC data is typically uploaded quarterly until April, when more frequent updates are uploaded. Note that DIC data is based on amounts invoiced, so it is possible that a monetary amount can be less than 0 if a credit has been applied to a previous invoice. Clients designated as Confidential are not named even in the reports seen by administrators. The name is replaced with "(Confidential)." All DIC data is considered confidential outside the University.

Some Frequently Asked Questions

How do I submit my report?

No submission is necessary. Just check the box marked "This report is complete" on the General screen or the box marked "My 2017 report is complete" on the data entry list.

Why does my report have "Incomplete Report" in the heading?

The heading will appear as long as the the completion checkbox remains unchecked. You can find the completion checkbox in the General screen ("This report is complete") or at the top of the data entry list.

Can I save a copy of my report on my own computer?

Yes. Reports can be saved in HTML or Excel (xls).

3. When saved as HTML, you can open the report with any word processor.
4. Changing the orientation to Landscape is recommended because there are numerous wide tables.
5. You can leave the report in HTML format or save it in your word processor's native format.

Saving reports in Excel allows you to copy and sort tables, and the formatting is often easier to change than the HTML download.

6. Note that Excel will warn you
The file format and extension of [filename] don't match. The file might be corrupted or unsafe ... Do you want to open it anyway?
7. Choose Yes. The document is actually HTML, not the native Excel format.
8. In Excel or LibreOffice, use File / Save As ... and save the document as an .xlsx file.

Who can view my report?

Your department administrator, your College Dean, the Office of the Vice-President for Research, and the Office of Institutional Research have unrestricted access, including "Additional comments related to the interpretation of this document (Confidential)".

Other campus wide units, such as the Center for Undergraduate Research, or the Department of Industrial Cooperation, can view your report, with the exception of confidential additional comments.

Who can edit my report?

Only you can edit or change your report. However, if you would like someone else to enter data for you or make a correction for you, you can provide them with your user name and password.

I've completed my report, but found a mistake or omission. Can I go back and make changes?

Yes. We recommend that you contact your department administrator to inform them so they can print the report or update departmental or college reports.

I found a mistake or omission in last year's report. Can I go back and make changes?

Yes. At this time no restrictions are placed on editing past data. Some faculty members have gone back as far as five years to revise reports in preparation for post-tenure review. However, departmental and college reports are prepared based on data entered before July 15. Changes made after July 15 for a prior fiscal year will not be reflected in these reports.

Can I enter data for an earlier year that does not appear in my list of available years?

Yes. Send a request to the technical support contact listed on the Contacts page.

What is the time period for report data entry?

Data entry is available 24/7 365 days per year. Normally the new fiscal year will become available for data entry by mid-July. You can enter data when events happen, instead of waiting for the end of the fiscal or academic year to gather everything together.

Most colleges request that you complete your report before the end of May, even though the reporting year ends on June 30. LAS requests that their faculty complete the report by May 1. If you have information to add or change after your college's deadline, you should contact your department chair or college to inform them.

Are these reports used for promotion and tenure reviews?

These reports have no official standing in the promotion and tenure process. Of course you may choose to include them in your promotion and tenure document.

What data are considered private or confidential?

Industrial sponsor information is considered to be confidential. Student names entered in Graduate Students, Honors Theses or Mentoring are protected by FERPA regulations. However, student names entered in the context of a public activity, such as a publication or conference presentation are not considered confidential because the activity is public.

Anything entered in the section entitled "Additional comments related to the interpretation of this document (Confidential)" is confidential. All other information entered is a matter of public record and is not considered to be confidential. If you wish to treat information that you might enter in a narrative section (for example, one of the service categories) as confidential, enter it in the Additional Comments section, and refer to that from the narrative section if necessary.

Can I provide public access to my report or portions of it on my website?

Click the "Publishable URLs" link that appears at the top of the View Reports page. This page provides a list of URLs that can be used in web pages or email. The URLs contain encrypted parameters and a signature specifying the individual and report year. The URLs cannot be modified to gain access to other years or other faculty reports. These URLs are

available only to you. They are not available to administrators or other faculty. Unless you use them on a web page or in an email, they will remain confidential. Confidential information as described above will not be shown in these reports.

Faculty-Staff Profile Search Tools

Several searches have been made available to all faculty and administrators:

1. Equipment
2. Expertise - Keywords
3. General Free-Text Search

To access the tools, click "Searches" in the top menu bar. These tools are all labeled "(Beta)" at this time because they are still in development. In particular, the output contents and format are likely to change, and options to save results will be added.

Equipment

This searches text only in Specialized Equipment entered in Expertise. It is a broad free-text search, including inflectional forms, and will match any single word the search terms. Results are relevancy ranked. Search results include the expertise narrative, as this is often closely related to the usage of the equipment listed.

Styles of data entry vary among individuals. Some enter very specific terms, even to the model number, while others use rather general terms. Some faculty describe the capabilities and/or uses of the equipment. If you get too few results, try a broader term; if you get too many, try a more specific term.

Expertise - Keywords

This search uses the self-entered keywords from Expertise. The textbox starts matching the list as you type, starting with the second character. You can accept a term from the drop-down list or continue typing even if there is no match. Matching can be prefix matching (find all keywords starting with the characters typed) or "contains" matching - the characters type are contained anywhere.

Search results are Exact Match and Broad Search. Exact match will find the person or persons who entered that specific keyword, listed alphabetically by last name. Broad Search is similar to equipment search - a broad free-text search with relevancy ranked results. Results would be identical the General search, in expertise only.

General - Free Text Search

This search provides a broad free-text search in any or all of Research, Expertise, Publications / Presentations, Service, Teaching and Collaborations. This is a broad free-text search, including inflectional forms, and will match any single word the search terms. Results are relevancy ranked. If no area is selected all areas are searched.

This tool is incomplete as of this document revision (Sep 12 2017). In particular output will be tailored to match the areas searched.

Screenshot - Equipment Search

The screenshot below illustrates the first top of the results of searching for “electron microscope.”

[HOME](#) [Enter Data](#) [View Reports](#) [Logout](#) [About](#) [Contacts](#) [Searches](#) [FAQ](#)

Profile Searches:

☒ **Equipment** ☐ **Expertise - Keywords** ☐ **General - Free Text**

Full-Text Equipment Search (Beta)

This searches only in Specialized Equipment entered in Expertise. It is a broad free-text search, including inflectional forms, a single word the search terms. Results are relevancy ranked.

Search Text

Scott Moulzolf
Research Scientist, Laboratory for Surface Science and Technology

Email scott.moulzolf@maine.edu
Office 147 ESRB
Phone 207-581-3371
Web Site www.umaine.edu/LASST

Specialized Equipment
Class 1000 cleanroom, Zeiss NVision 40 Focused Ion Beam - Scanning Electron Microscope (FIB-SEM), PanAlytical X-ray Diffractometer (XRD), Multi-technique Thin Film Deposition Chamber, Specs X-ray Photoelectron Spectrometer (XPS), Physical Electronics Auger Electron Spectrometer (AES), 4-pt probe in-situ Hall System, Wafer Dicing Saw,

General Areas of Expertise
Physics, Surface Science, Thin Film Deposition Techniques, Surface Analysis Instrumentation, Materials Science, Vacuum Technology, Sensors, Photomultiplier Development, Program Management

Focus Areas for Research
nano-scale sensor fabrication, high temperature materials and testing, protective film research, adhesion of dissimilar materials

Keywords
sensor, high temperature, thin film

Seth Tyler
Professor of Zoology, School of Biology & Ecology

Email styler@maine.edu
Office 203 Murray Hall
Phone 581-2549
Web Site <http://turbellaria.umaine.edu/globalworming/>

Specialized Equipment
Transmission and scanning electron microscopes, Confocal laser scanning microscopes, Conventional dissection

Screenshots: Expertise - Keywords

1. Keyword Matching. After typing "child" with a Contains match.

The screenshot shows the 'Profile Searches' section with the 'Expertise - Keywords' radio button selected. Under 'Keyword Search (Beta)', there is a description of the search functionality. The 'Match Type' is set to 'Contains' and the 'Search Text' is 'child'. A dropdown list of matches is displayed, including 'adverse childhood experiences', 'and self-regulation Child development', 'child abuse and neglect', 'child development', 'child mental health', 'Child Well-being', 'children', 'Early Childhood Education', 'early childhood literacy pedagogy', and 'Early Childhood Mental Health Consultation'.

2. Exact Match for "Child development"

The screenshot shows the 'Profile Searches' section with the 'Expertise - Keywords' radio button selected. Under 'Keyword Search (Beta)', there is a description of the search functionality. The 'Match Type' is set to 'Contains' and the 'Search Text' is 'child development'. The 'Search Results' section shows the search results for 'child development'.

Patrick Cheek
Lecturer, School of Educational Leadership, Higher Education, and Human Development

Email patrick.cheek@maine.edu
Office 223 Merrill Hall
Phone 581-3128

General Areas of Expertise
Family research; father involvement; nonresident fatherhood; divorce and separation; family poverty; technology use in families.

Focus Areas for Research
Family Research Nonresident Father Involvement Rural Families Student engagement in research

Keywords
Family studies, human development, child development, fatherhood, father involvement, divorce, nonresident fathers, low income families, rural families.

Julie Dellamattera
Associate Professor Early Childhood Development & Education, School of Educational Leadership, Higher Education, and Human Development

Email julie.dellamattera@maine.edu
Office 5749 Merrill Hall, Room 118B
Phone 581-3118

General Areas of Expertise
My general areas of expertise are early childhood education and leadership.

Focus Areas for Research

3. Broad search for "Child development"

The screenshot shows a web application interface for 'Profile Searches'. At the top is a navigation bar with links: HOME, Enter Data, View Reports, Logout, About, Contacts, Searches, FAQ, and Change Password. Below the navigation bar, there are three radio buttons for search types: Equipment, Expertise - Keywords (selected), and General - Free Text. The 'Keyword Search (Beta)' section explains that this search uses keywords entered in Expertise and returns only those faculty who entered the specific keyword. It also mentions that after the second character is typed, a selection list of matches will appear. The 'Match Type' section has radio buttons for Prefix and Contains, with 'Search Text' set to 'child development'. The 'Search Results' section has radio buttons for Exact match and Broad Search, with a 'Search' button. Below this, the profile of Alan B Cobo-Lewis is displayed, including his title 'Associate Professor of Psychology, Psychology', email 'alanc@maine.edu', office '366 Little Hall', and phone '207-581-3840'. His 'Specialized Equipment' includes an infrared eye tracker, stereoscopic video system, time-lapse camera, bioamplifiers, and data acquisition hardware. His 'General Areas of Expertise' include disability, early care and education, public policy, visual perception, statistical and computational methods, communicative development, bilingualism, and special education policy. His 'Focus Areas for Research' include child care quality, computerized adaptive testing, and language development in bilingual children. His 'Keywords' include visual perception, statistical and computational methods, communicative development, bilingualism, and computerized adaptive testing. Below Alan's profile is the profile of Linda Labas, 'Co-Coordinator of Community Services, Center for Community Inclusion & Disability Studies', with email 'linda.labas@umit.maine.edu', office '225 Western Ave, Augusta, ME 04330', and phone '(207) 623-3925'. The 'General Areas of Expertise' section is partially visible at the bottom.

Screenshot: General - Free Text

This search provides a broad free-text search in any or all of Research, Expertise, Publications / Presentations, Service, Teaching and Collaborations. This is a broad free-text search, including inflectional forms, and will match any single word the search terms. Results are relevancy ranked. If no area is selected all areas are searched.

The screenshot below illustrates the options. Output is similar to the expertise - keyword - broad search above.

The screenshot shows the same web application interface, but with the 'General - Free Text' radio button selected. The 'General Free-Text Search (Beta)' section explains that this search is broad and includes inflectional forms, matching any single word. It also notes that results are relevancy ranked. A note dated 'Sep 12 2017' states that the search output does not yet reflect search choices. The 'Search Text' field contains 'adolescence', and there are links for 'Return Top', a dropdown menu set to '10', and a 'Results' link. The 'Search In' section has checkboxes for Research, Expertise, Publications/Presentations, Service, Teaching, and Collaborations, all of which are checked, followed by a 'Search' button.

Questions and Technical Support

See <https://library.umaine.edu/fsprofile/contact.aspx> for up-to-date contact information, by college. This page also has a form where you can submit comments, questions, and problems.

4. For administrative and policy questions you should contact your college.
5. For technical issues, bug reports, technical support contact the System Administrator.
6. For login problems, contact either your college or the System Administrator.
7. For new accounts, contact either your college or the System Administrator.

Contact information includes both email addresses and telephone numbers. If you have sent a email or used the contact form and have not received a timely response please do not hesitate to telephone.