



University Research Profile

Faculty User Manual


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Login

1. Using your browser go to “<https://urp.ksau-hs.edu.sa>”.
2. Login using your KSAUHS account credentials “Domain\username” e.g. **Riyadh\User name**

Note: if you don't have KSAU-HS account kindly refer to your college to create one.



OFFICE OF RESEARCH

Research Profile - Login

Domain\Username ?

domain\username

Password

Your Password

☐ Remember me

Sign in

Having troubles? [Get Help](#)

KSAU-HS

Home Page

The screenshot displays the 'University Research Profile' web application. At the top, the KSAU logo and the title 'UNIVERSITY RESEARCH PROFILE' are visible. A green navigation bar contains the text 'University Research Profile', a menu icon, a 'Maximize/Restore layout' button, and a user profile box. On the left, a sidebar menu includes 'Home', 'My Profile' (annotated with a red box and number 2), 'My Application' (annotated with a red box and number 3), and 'Sign Out' (annotated with a red box and number 4). The main content area features a welcome message for 'Hissa Al Abdullatif' with a 'Click here' link (annotated with a red box and number 1) to update the profile. Below this is a section titled 'About University Research Profile' containing an 'Introduction' and 'Objectives'.

University Research Profile Maximize/Restore layout

Welcome

Home | Dashboard

Welcome back Hissa Al Abdullatif!

You have started a profile in University Research Profile. [Click here](#) to update your profile.

About University Research Profile

Introduction

University Research Profile (URP) is a web application created by KSAU-HS Research Board in collaboration with the University Office of Research. This application is the only recognized portal for the University's official research database in all University branches. It provides a searchable digital library for the publications of KSAU-HS full-time and part-time faculty including peer-reviewed articles, books\chapters, conference participations and ongoing research.

Objectives

The main objective of the URP is to create a university's one and only recognized and official source of full-time and part-time faculty research information. In the context of this, the URP will serve the following purposes:

- Instant retrieval of research information and related descriptive statistics.
- Accreditation of programs.
- Maintain searchable up-to-date faculty research profiles.
- Faculty promotions, evaluations, activity reports or any other use.

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1. Starting a new application

Complete the following eight steps. Skip any step that does not apply to you.

1.1. Instructions

Read the instructions carefully.

1.2. General Information

Fill in your Profile information. All fields are required. Kindly click save before proceeding to the next step.

1.3. Published Literature Work

You can add publication manually or import publication from PubMed, Scopus and Google scholar.

a. How to upload publications from Scopus

1. Write the search word > 2. Click search > 3. Select the publications > 4. Click save.

SCOPUS

Search term: Example: your last name

Search

Found: 0

Close Save

SCOPUS

Search term: Example: your last name

Search

Found: 30

Calculation of an impact factor is based upon the average number of citations received per paper published in a particular journal during the preceding two years.

Please make sure to select your own publications only.

	Date	Title	Journal	Authors	First Author	JIF
<input checked="" type="checkbox"/>	December 2018	Biological effects of natural products against Spodoptera spp	Crop Protection	Ayil-Gutiérrez B.	No	
<input checked="" type="checkbox"/>	21 August 2018	Berberine: Botanical Occurrence, traditional uses, extraction methods, and relevance in cardiovascular, metabolic, hepatic, and renal disorders	Frontiers in Pharmacology	Neag M.	No	
<input type="checkbox"/>	16 July 2018	Dengue infection in India: A systematic review and meta-analysis	PLoS Neglected Tropical Diseases	Ganeshkumar P.	No	
<input type="checkbox"/>	1 July 2018	Is mini-percutaneous nephrolithotomy a safe alternative to extracorporeal shockwave lithotripsy in pediatric age group in borderline stones? a randomized prospective study	World Journal of Urology	Farouk A.	No	
<input type="checkbox"/>	July-December 2018	Use of intralipid in the management of recurrent implantation failure: An overview	Journal of Natural Science, Biology and Medicine	Khan L.	No	
<input type="checkbox"/>	July-	Epidemiology of pediatric trauma at a tertiary hospital in Riyadh, Saudi				

Close Save

b. How to upload publications from Pubmed

1. Write the search word > 2. Click search > 3. Select the publications > 4. Click save.

The screenshot shows the PubMed search interface. At the top, there is a search bar with the text 'Shoeb Qureshi' entered. Below the search bar is a 'Search' button. The search results are displayed in a table with columns: Date, Title, Journal, Authors, First Author, and JIF. The first row is selected, and the 'Save' button is highlighted.

Date	Title	Journal	Authors	First Author	JIF
2017 Jan-Jun	Determination of the frequency of the most immunogenic Rhesus antigens among Saudi donors in King Abdulaziz Medical City - Riyadh.	J Nat Sci Biol Med	Elsayid M, Al Qahtani FS, Al Qarni AM, Almajed F, Al Saqni F, Qureshi S	False	
2017 Jan-Jun	Utility of cytokine, adhesion molecule and acute phase proteins in early diagnosis of neonatal sepsis.	J Nat Sci Biol Med	Fattah MA, Omer AF, Asaif S, Manlulu R, Karar T, Ahmed A, Aljada A, Saleh AM, Qureshi S, Nasr A	False	
2015 Aug	Assessment of microalbuminuria and albumin creatinine ratio in patients with type 2 diabetes mellitus.	J Nat Sci Biol Med	Karar T, Alniwaider RA, Fattah MA, Al Tamimi W, Alanazi A, Qureshi S	False	
2015 Aug	Frequency distribution of sickle cell anemia, sickle cell trait and sickle/beta-thalassemia among anemic patients in Saudi Arabia.	J Nat Sci Biol Med	Elsayid M, Al-Shehri MJ, Alkulaibi YA, Alanazi A, Qureshi S	False	
2015 Aug	Determination of the serum levels of troponin I and creatinine among Sudanese type 2 diabetes mellitus patients.	J Nat Sci Biol Med	Karar T, Elfaki EM, Qureshi S	False	
2015 Aug	Relation between glycosylated hemoglobin and lipid and thyroid hormone among patients with type 2 diabetes mellitus at King Abdulaziz Medical City, Riyadh.	J Nat Sci Biol Med	Karar T, Alhammad RI, Fattah MA, Alanazi A, Qureshi S	False	
	Effects of passive smoking on students at College of Applied Medical Sciences, King	J Nat Sci	Alanazi A, Al Fnezi F, Alqahtani MM, Alshammari		

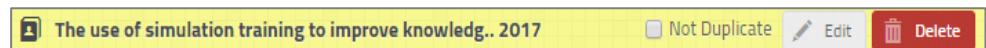
c. How to upload publications from Google scholar

1. Export your google scholar publications to CSV file (from Google scholar website) > 2. Click google scholar > 3. upload the CSV file > 4. Submit.

Note: you can add a column to csv file and call it "KsawAffiliated" then fill it with following options: true, false or keep it empty. remember to save the file as csv before uploading it.

d. How to remove duplication

The system might detect duplication in your publication list. The system will mark the title with yellow background



In this case you can do one of the following:

1. If it is a duplicate then delete the publication.
2. If it is not a duplicate click on the not duplicate checkbox.

1.4. Conference Presentations

List any conference presentations starting with the most recent.

1.click on “Add New Conference Presentations” > 2. Fill in the fields > 3. Click save.

The screenshot shows a web form titled "Add New Published Conference". It contains the following fields: "Author(s)" (text input), "Title *" (text input), "Year" (dropdown menu), "Page no" (text input), "Journal" (text input), "Conference Type *" (dropdown menu), and "Classification *" (dropdown menu). At the bottom, there are two buttons: a green "Save" button with a checkmark icon and a grey "Cancel" button with an 'x' icon.

1.5 Published Books

List any published books or chapters in books starting with the most recent. You can add it manually or by exporting from Google scholar.

1.click on “Add New Published Books ” > 2. Fill in the fields > 3. Click save.

The screenshot shows a web form titled "Add New Published Book". It contains the following fields: "Author(s)" (text input), "Title *" (text input), "Page no" (text input), "Publisher *" (text input), "Year *" (dropdown menu), and "Book Activity Type *" (dropdown menu). At the bottom, there are two buttons: a green "Save" button with a checkmark icon and a grey "Cancel" button with an 'x' icon.

1.6 Received Grants

List received grants.

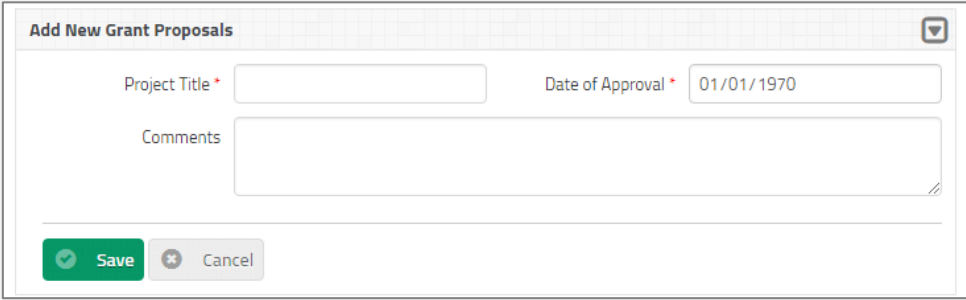
1.click on “Add New Received Grants” > 2. Fill in the fields > 3. Click save.

The screenshot shows a web form titled "Add New Grants Received". It contains the following fields: "Project Title *" (text input), "Classification *" (dropdown menu), "Role *" (dropdown menu), "Year" (dropdown menu), "Sponsor" (text input), "Amount in SR *" (text input), and "Comments" (text area). At the bottom, there are two buttons: a green "Save" button with a checkmark icon and a grey "Cancel" button with an 'x' icon.

1.7 On-going Research

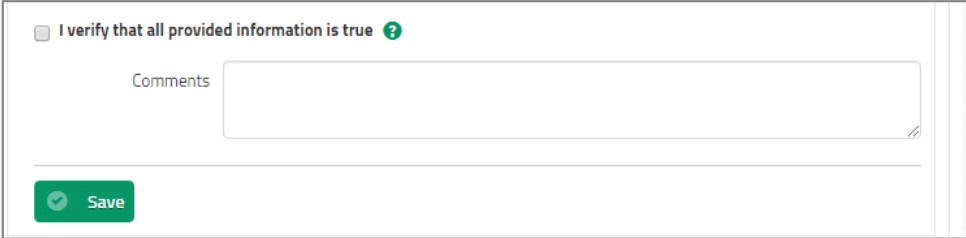
List approved proposals for your on-going research.

1.click on “Add New Ongoing Research” > 2. Fill in the fields > 3. Click save.



The screenshot shows a web form titled "Add New Grant Proposals" with a close button in the top right corner. The form contains three input fields: "Project Title" with a red asterisk, "Date of Approval" with a red asterisk and the value "01/01/1970", and a larger "Comments" field. At the bottom, there are two buttons: a green "Save" button with a checkmark icon and a grey "Cancel" button with an 'x' icon.

1.8 Verification



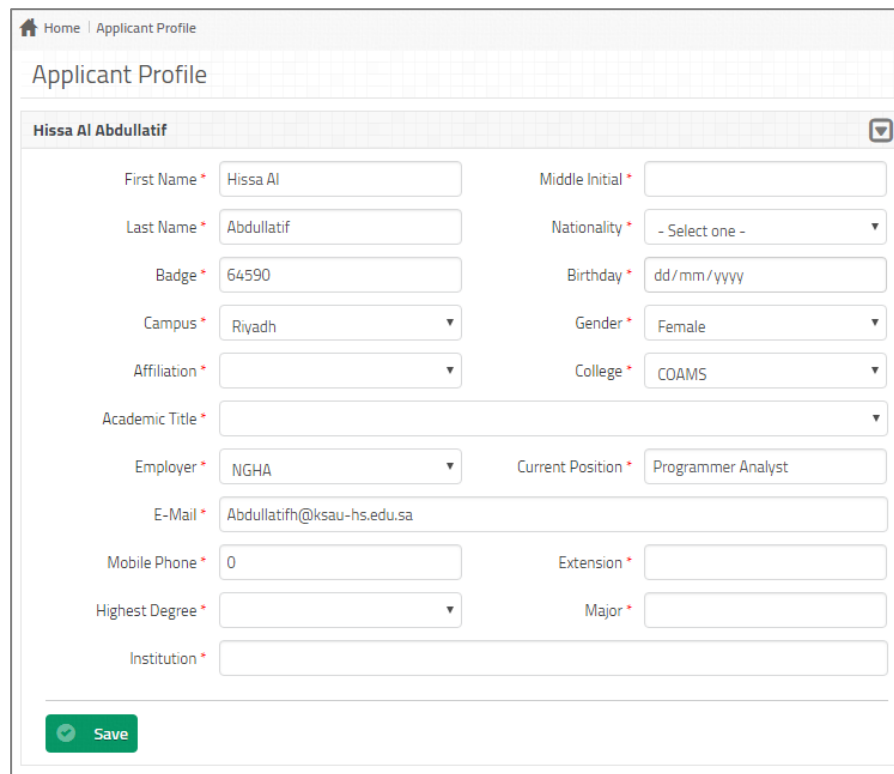
The screenshot shows the verification section of the form. It starts with a checkbox labeled "I verify that all provided information is true" followed by a green question mark icon. Below this is a "Comments" text area. At the bottom, there is a green "Save" button with a checkmark icon.

By checking “I verify that all provided information is true”, you verify that all provided information in your application is true and accurate.

2. My Profile


You can update your personal and contact information from here:

1. All fields are required.
2. Remember to click save to update your information.



The screenshot shows a web application interface for updating an applicant's profile. At the top, there is a navigation bar with a home icon and the text 'Home | Applicant Profile'. Below this is a header section titled 'Applicant Profile' with a sub-header 'Hissa Al Abdullatif' and a dropdown arrow. The main form area contains various input fields for personal and contact information, each marked with a red asterisk to indicate it is required. The fields are arranged in two columns. The first column includes First Name, Last Name, Badge, Campus, Affiliation, Academic Title, Employer, E-Mail, Mobile Phone, Highest Degree, and Institution. The second column includes Middle Initial, Nationality, Birthday, Gender, College, Current Position, Extension, and Major. Some fields have pre-filled values, such as 'Hissa Al' for First Name, 'Abdullatif' for Last Name, '64590' for Badge, 'Riyadh' for Campus, 'NGHA' for Employer, 'Abdullatifh@ksau-hs.edu.sa' for E-Mail, '0' for Mobile Phone, and 'Programmer Analyst' for Current Position. A green 'Save' button with a checkmark icon is located at the bottom left of the form.

Field	Value
First Name *	Hissa Al
Middle Initial *	
Last Name *	Abdullatif
Nationality *	- Select one -
Badge *	64590
Birthday *	dd/mm/yyyy
Campus *	Riyadh
Gender *	Female
Affiliation *	
College *	COAMS
Academic Title *	
Employer *	NGHA
Current Position *	Programmer Analyst
E-Mail *	Abdullatifh@ksau-hs.edu.sa
Mobile Phone *	0
Extension *	
Highest Degree *	
Major *	
Institution *	

 Save

3. My Application

You can update your application from this page.

4. Sign Out

To logout out from the system click sign-out.

Contact Information

For support Kindly send an email to URP@ksau-hs.edu.sa