



TEMERTY FACULTY OF MEDICINE
UNIVERSITY OF TORONTO

Elements TFoM Annual Activity Report - A Data Entry Guide

Screenshot Instructions - Guidance for Academic Leaders and Staff

Temerty
Medicine



TEMERTY FACULTY OF MEDICINE
UNIVERSITY OF TORONTO

Please Note

1. This report is for submitting summary of annual activities. It includes most records that print on the Curriculum Vitae (CV) as well as records included on the Teaching and Education Report (TER), in order to display a complete account of your activity during the reporting period specified, which is normally July to June. University Departments often request this report from faculty members on a specified date every year.
2. Please remember to manually save any changes after each edit by clicking the **"Save"** button.
3. When adding information, be sure to expand the **"Show all institution fields"** section and any relevant **"Additional Information"** sections to ensure all required fields are filled.
4. Fields marked with * are mandatory, and it is important to select the appropriate options from the dropdown menu.
5. When generating the Activity Report, if one of the date parameters is empty, the program will set the reporting period to the **last academic year (June-July)**. [\(How to export the Activity Report?\)](#)

Temerty
Medicine

Table of Content (in your Annual Activity Report)

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TEMERTY FACULTY OF MEDICINE
UNIVERSITY OF TORONTO

1. Research Activities

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Temerty
Medicine

Research Statements

[Return to Table of Contents](#)

RESEARCH ACTIVITIES

Research Statements *(Below information should come from Profile > [Research interests](#))*

Research Activities > Research Statements

Your Research Statements
will be entered here.

Curation Steps

1. Click **“Edit my Profile”**.
2. Keep scrolling down and find **“Research Interests”**.
3. Edit your **“Research Interests”** information.
4. Click the **“Save” button** once you've finished editing.



Homepage

MY ACTIONS



Add your ORCID iD

Adding your ORCID iD can help us find your scholarly & creative works across the web. You can also choose to send your scholarly & creative works from DiscoverResearch to your ORCID account.

ADD



Arnold Alfonso-Test
Temerty Faculty of Medicine

✉ arnold.alfonso@utoronto.ca

EDIT MY PROFILE

Scholarly & creative works

Claimed

- 11 books
- 6 chapters
- 5 commercializations
- 7 conferences
- 9 journal articles
- 1 monograph
- 6 other publications

and 28 more scholarly & creative wo...

+ ADD NEW VIEW ALL

Grants & contracts

Claimed

- 28 sponsored research agreements
- 7 financial conflicts
- 8 salary support and other fundings

+ ADD NEW VIEW ALL

Professional activities

- 2 activity or event organizing
- 4 activity or event participations
- 7 committee memberships
- 2 conference reviews / referees
- 26 honours / awards / distinctions
- 3 grant application assessments
- 4 journal review / referee
- 2 media relations

and 23 more professional activities »

+ ADD NEW VIEW ALL

Teaching & supervision

- 3 courses developed
- 4 courses taught
- 1 guest lecture
- 12 research-based degree supervisi...

+ ADD NEW VIEW ALL

Research interests

B *I* U x^2 x_2 $\gg$ $\ll$ $\hookleftarrow$ $\hookrightarrow$ $\mathcal{I}_x$ Ω [Link](#) [Unlink](#) $\equiv$ $\equiv$

Teaching summary

B *I* U x^2 x_2 $\gg$ $\ll$ $\hookleftarrow$ $\hookrightarrow$ $\mathcal{I}_x$ Ω [Link](#) [Unlink](#) $\equiv$ $\equiv$

Privacy level: Match profile: Internal $\downarrow$

Privacy level: Match profile: Internal $\downarrow$

[CANCEL](#) [SAVE](#)

Provide your **"Research Interests"** statement.

Please click **Save** to finalize the entry.

Grants, Contracts and Clinical Trials

[Return to Table of Contents](#)

Peer Reviewed Funding

Research Activities > Grants, Contracts and Clinical Trials

Funded (Presented in reverse chronological order by date. Below record should come from Grants & contracts>Sponsored Research Agreement, where 'Peer Review Required by Sponsor' is checked and the 'Grant Status' = **Funded**)

[Start-End Dates] [Role]. [Title]. [Funding Source], [Funding Program Name], [Grant or Account #]. PI: [Principal Investigator Name]. Collaborators: [Collaborators' Names]. Total Amount: [Total Amount] [Currency]. [Funding Type]. [Description].

Declined (Presented in reverse chronological order by date. Below record should come from Grants & contracts>Sponsored Research Agreement, where 'Peer Review Required by Sponsor' is checked and the 'Grant Status' = **Awarded but declined**)

Record format same as for "Funded" record

Applied (Presented in reverse chronological order by date. Below record should come from Grants & contracts>Sponsored Research Agreement, where 'Peer Review Required by Sponsor' is checked and the 'Grant Status' = **Applied**)

Record format same as for "Funded" record

Rejected (Presented in reverse chronological order by date. Below record should come from Grants & contracts>Sponsored Research Agreement, where 'Peer Review Required by Sponsor' is checked and the 'Grant Status' = **Rejected**)

Record format same as for "Funded" record

Other (Presented in reverse chronological order by date. Below record should come from Grants & contracts>Sponsored Research Agreement, where 'Peer Review Required by Sponsor' is checked and the 'Grant Status' = **null**)

Record format same as for "Funded" record

Non Peer Reviewed Funding

Research Activities > Grants, Contracts and Clinical Trials

Funded (Presented in reverse chronological order by date. Below record should come from Grants & contracts>Sponsored Research Agreement, where 'Peer Review Required by Sponsor' is NOT checked and the 'Grant Status' = **Funded**)

Record format same as for "Funded" record

Declined (Presented in reverse chronological order by date. Below record should come from Grants & contracts>Sponsored Research Agreement, where 'Peer Review Required by Sponsor' is NOT checked and the 'Grant Status' = **Awarded but declined**)

Record format same as for "Funded" record

Applied (Presented in reverse chronological order by date. Below record should come from Grants & contracts>Sponsored Research Agreement, where 'Peer Review Required by Sponsor' is NOT checked and the 'Grant Status' = **Applied**)

Record format same as for "Funded" record

Rejected (Presented in reverse chronological order by date. Below record should come from Grants & contracts>Sponsored Research Agreement, where 'Peer Review Required by Sponsor' is NOT checked and the 'Grant Status' = **Rejected**)

Record format same as for "Funded" record

Other (Presented in reverse chronological order by date. Below record should come from Grants & contracts>Sponsored Research Agreement, where 'Peer Review Required by Sponsor' is NOT checked and the 'Grant Status' = **null**)

Record format same as for "Funded" record

Curation Steps

An example will demonstrate how to create records. Follow the **red instructions** for each record, noting that differences are usually in selecting options from a dropdown menu or check-off the checkbox.

1. Find **"Grant & Contracts"** module and Click **"Add New"**
2. Find and Click **"Sponsored Research Agreement"**
3. Fill the remaining fields based on the data in your information, and don't forget to fill other items under **"Grant Contribution"** section.
4. Click the **"Save"** button once you've finished editing.

Peer Reviewed Funding

Research Activities > Grants, Contracts and Clinical Trials

Funded (Presented in reverse chronological order by date. Below record should come from Grants & contracts>Sponsored Research Agreement, where 'Peer Review Required by Sponsor' is checked and the 'Grant Status' = **Funded**)

[Start-End Dates] [Role]. [Title]. [Funding Source], [Funding Program Name], [Grant or Account #]. PI: [Principal Investigator Name]. Collaborators: [Collaborators' Names]. Total Amount: [Total Amount] [Currency]. [Funding Type]. [Description].

Declined (Presented in reverse chronological order by date. Below record should come from Grants & contracts>Sponsored Research Agreement, where 'Peer Review Required by Sponsor' is checked and the 'Grant Status' = **Awarded but declined**)

Record format same as for "Funded" record

Note: (Covered in the **red instructions** — please review them before creating each record)

1. If the grant is a **"Peer-reviewed Grants"** then check the box labeled **"Peer Review Required by Sponsor."** If it is not, leave the box unchecked (In this example, "Peer Review Required by Sponsor" is checked).
2. If the grant is **"Funded,"** please **choose "Funded"** for **"Grant Status"** under Grant Contribution section; If the grant is **"Awarded but Declined,"** please **choose "Awarded but Declined"** for "Grant Status" (In this example, "Funded" is selected).



Homepage

MY ACTIONS



Add your ORCID iD

Adding your ORCID iD can help us find your scholarly & creative works across the web. You can also choose to send your scholarly & creative works from DiscoverResearch to your ORCID account.

ADD



Arnold Alfonso-Test
Temerty Faculty of Medicine

✉ arnold.alfonso@utoronto.ca

EDIT MY PROFILE

Scholarly & creative works

Claimed

- 11 books
- 6 chapters
- 5 commercializations
- 7 conferences
- 9 journal articles
- 1 monograph
- 6 other publications

and 28 more scholarly & creative wo...

+ ADD NEW

VIEW ALL

Grants & contracts

Claimed

- 28 sponsored research agreements
- 7 financial conflicts
- 8 salary support and other fundings

+ ADD NEW

VIEW ALL

Professional activities

- 2 activity or event organizing
- 4 activity or event participations
- 7 committee memberships
- 2 conference reviews / referees
- 26 honours / awards / distinctions
- 3 grant application assessments
- 4 journal review / referee
- 2 media relations

and 23 more professional activities »

+ ADD NEW

VIEW ALL

Teaching & supervision

- 3 courses developed
- 4 courses taught
- 1 guest lecture
- 12 research-based degree supervisi...

+ ADD NEW

VIEW ALL

Add a new grant & contract



Select grant & contract type

Sponsored Research Agreement

Other Research Agreement

Financial Conflict (MED)

Salary Support and Other Funding (MED)

CANCEL

Note: The term “**Sponsored Research Agreement**” refers to all research funded by a sponsor, including Tri-Agency funds and foundations, as well as industry funded projects.

Peer-reviewed Grants/Non-Peer-reviewed Grants

1. Select the appropriate Privacy Settings (Private, Internal, Public) for the entry.

Grant & contract privacy

PRIVATE INTERNAL PUBLIC

This grant & contract may be displayed publicly by UofT.

* What is your relationship with this sponsored research agreement?

☐ Funded by ☐ Principal investigator of
☐ Co-investigator of

Relationship privacy

PRIVATE INTERNAL PUBLIC

This grant & contract may be displayed publicly by UofT. Its relationship to you will be visible to other users of DiscoverResearch but should not be displayed publicly.

2. If the grant is a **"Peer-reviewed Grant,"** then **check** the box. Leave the box **unchecked**, if the grant is a **"Non-Peer-reviewed Grant"**.

RIS FReD ID

50 characters remaining.

RIS Application ID

Peer Review Required by Sponsor ☐

Keywords

No Keywords - please add...

Label scheme without a vocabulary: to add a keyword, type the value and click Add or press enter.

Unclassified

+ Add

? Indicates if the sponsor program required peer review.

Note: **RIS** refers to Research Information System and is a reference to the internal UofT grant system. When creating a manual entry for a hospital held grant, or funds held in a trust account, please leave these fields blank.

Grant Status

1. After saving the record, Scroll down and open the **Grant Contribution** section to find the **"Grant Status"** field.
2. If the grant is **"Funded"** please choose **"Funded"** for **"Grant Status"** if the grant is **"Awarded but Declined"** please choose **"Awarded but Declined"**.

SPONSORED RESEARCH AGREEMENT 

Covid variant dgrhfdhfh

Data sources

Manual Covid variant dgrhfdhfh

ID: 1619F261-E285-415D-943E-9ADF5E94250D [More source info](#)

Title: Covid variant dgrhfdhfh

Administrative Site: rhhdffdhddf

Funding Start Date: 2025

Funding End Date: 2026

Sponsor Name: fdhfdhdf

Total Award Amt: CAD 15,000

Peer Review Required by Sponsor: false

Role: Co-Principal Investigator

Grant Status: Funded

Renewable: false

Attach to Audience in TER: false

Attach to CPA: false

Grant Contribution

Role
Co-Principal Investigator

Grant Status
Funded

Renewable
False

Attach to an Audience in TER
False

Attach to CPA
True

delete 

Edit grant contribution record

Information entered on this form is private and will not be visible to most other users of DiscoverResearch. Other linked users will not be able to view this information.

Essential Information

Funding Type [None]

Role Co-Principal Investigator

Grant Status

Funded

[None]

Applied

Awarded but declined

Funded

Rejected

Principal Investigator

Collaborators

?
?
?
?
?

Select the status of the grant from the drop-down list.

NOTE: Only records with a status of "Funded" or "Awarded but Declined" will print on the CV. Records with a status of "Applied" and "Rejected" will only print on the Activity Report (AR).

Grant Status (Problems you may encounter when printing your TFoM AAR)

When printing your TFoM Annual Activity Report (AAR), you may notice that the **"Research Funding"** section is missing or incomplete.

This is due to incomplete data captured by the Elements system during the harvesting process.

To fix it, manually edit each **"Sponsored Research Agreement"** by updating its **"Start Date - End Date"** (in **Essential section**) and **"Grant Status"** (in **Grant Contribution section**). This ensures your funding history appears correctly in the AAR, between **"Professional Affiliations and Activities"** and **"Publications"** section.

See the next slides to see the step-by-step instructions on how to fix the issue.

Grant Status (Problems you may encounter when printing your TFoM AAR)

1. Click the claimed "**Sponsored Research Agreement**" records.

The screenshot displays a user's homepage dashboard. On the left is a dark blue sidebar with icons for home, search, and various record types. The main content area is titled 'Homepage' and features a 'MY ACTIONS' section with a large 'Add your ORCID iD' prompt. Below this are four panels: 'Scholarly & creative works', 'Grants & contracts', 'Professional activities', and 'Teaching & supervision'. The 'Grants & contracts' panel is highlighted with a green box around the '28 sponsored research agreements' entry under the 'Claimed' section. The user's profile, Arnold Alfonso-Test, is shown on the right.

Homepage

MY ACTIONS

Add your ORCID iD

Adding your ORCID iD can help us find your scholarly & creative works across the web. You can also choose to send your scholarly & creative works from DiscoverResearch to your ORCID account.

ADD

Arnold Alfonso-Test
Temerty Faculty of Medicine

✉ arnold.alfonso@utoronto.ca

[EDIT MY PROFILE](#)

Scholarly & creative works

Claimed

- 11 books
- 6 chapters
- 5 commercializations
- 7 conferences
- 9 journal articles
- 1 monograph
- 6 other publications
- and 28 more scholarly & creative wo...

[+ ADD NEW](#) [VIEW ALL](#)

Grants & contracts

Claimed

- 28 sponsored research agreements
- 7 financial conflicts
- 8 salary support and other fundings

[+ ADD NEW](#) [VIEW ALL](#)

Professional activities

- 2 activity or event organizing
- 4 activity or event participations
- 7 committee memberships
- 2 conference reviews / referees
- 26 honours / awards / distinctions
- 3 grant application assessments
- 4 journal review / referee
- 2 media relations
- and 23 more professional activities »

[+ ADD NEW](#) [VIEW ALL](#)

Teaching & supervision

- 3 courses developed
- 4 courses taught
- 1 guest lecture
- 12 research-based degree supervisi...

[+ ADD NEW](#) [VIEW ALL](#)

Grant Status (Problems you may encounter when printing your TFoM AAR)

2. Click the title of your "Sponsored Research Agreement" record.

My Work

My claimed grants & contracts

CLAIMED (20)

PENDING (0)

REJECTED (0)

showing 1 - 10 out of 20

view: 10 per page

prev 1 2 next

sort by: Reporting date (newest first)

focus on: summary

LILLIAN LOVE CHAIR IN WOMEN'S HEALTH FUND

SPONSORED RESEARCH AGREEMENT

Title: LILLIAN LOVE CHAIR IN WOMEN'S HEALTH FUND

Administrative Site: UHN - UNIVERSITY HEALTH NETWORK (PARENT)

Funding Start Date: 01 Apr 2020

Sponsor Reference ID:

Total Award Amt: CAD 312,995

Reporting Dates: 01 Apr 2020 - 31 Mar 2024

SUMMARY

LABELS (0)

RELATIONSHIPS (1)

SOURCES (1)

HISTORY (0)

THE ASSOCIATION BETWEEN IMMIGRATION STATUS AND STROKE INCIDE NCE, CARE AND OUTCOMES

Filters

Applied filters

Grant or contract type

Grant or contract type

Sponsored Research Agreement

Other Research Agreement

Financial Conflict (MED)

Salary Support and Other Funding (MED)

Relationship type

Funded by

Principal investigator of

16

Grant Status (Problems you may encounter when printing your TFoM AAR)

3. Click the “**Plus**” button at the lower right corner, to add a manual record.

My Work > [Grants & Contracts](#)

Grant & contract details

SPONSORED RESEARCH AGREEMENT

LILLIAN LOVE CHAIR IN WOMEN'S HEALTH FUND

Data sources

Institutional Grants System

LILLIAN LOVE CHAIR IN WOMEN'S HEALTH FUND

Title:

LILLIAN LOVE CHAIR IN WOMEN'S HEALTH FUND

Administrative Site:

UHN - UNIVERSITY HEALTH NETWORK (PARENT)

Administrative Faculty or Division:

Temerty Faculty of Medicine

Administrative Dept or Unit:

Department of Medicine

Funding Start Date:

01 Apr 2020

Funding End Date:

31 Mar 2024

Application Date:

01 Apr 2020

Title:

LILLIAN LOVE CHAIR IN WOMEN'S HEALTH FUND

Administrative Site:

UHN - UNIVERSITY HEALTH NETWORK (PARENT)

Administrative Faculty or Division:

Temerty Faculty of Medicine

Administrative Dept or Unit:

Department of Medicine

Funding Start Date:

01 Apr 2020

Funding End Date:

31 Mar 2024

Application Date:

01 Apr 2020

Sponsor Reference ID:

Sponsor Country:

Canada

Sponsor Industry:

Foundations

Sponsor Program:

Operating Grant

Sponsor Program ID:

Program Purpose:

Operating

Subject/Program Classification:

Life Sciences

Total Award Amt:

RIS Application ID:

Peer Review Required by Sponsor:

true

Internal Reference ID:

+

Grant Status (Problems you may encounter when printing your TFoM AAR)

4. You will see this page, please first manually update the **"Start and End Date"** fields. Then save the record.

Add sponsored research agreement record

Essential Information

Title

LILLIAN LOVE CHAIR IN WOMEN'S HEALTH FUND

Administrative Site

UHN - UNIVERSITY HEALTH NETWORK (PARENT)

160 characters remaining.

Administrative Faculty or Division

Temerty Faculty of Medicine

148 characters remaining.

Administrative Dept or Unit

Department of Medicine

128 characters remaining.

Funding Start Date

01 Apr 2020

x

Funding End Date

31 Mar 2024

x

Application Date

01 Apr 2020

x

Funder

Sponsor Reference ID

5766-0025-

URL

CANCEL

SAVE

5. Go to the **Grant Contribution** section and update the Grant Status field.

Grant Contribution

No Grant Contribution has been added to this sponsored research agreement Add...

Essential Information

Funding Type

[None]

Role

Co-Principal Investigator

Grant Status

Funded

[None]AppliedAwarded but declinedFundedRejected

Principal Investigator

Collaborators

18

Grant Status (Problems you may encounter when printing your TFoM AAR)

6. You are welcome to update other fields if you'd like. Be sure to click the **"Save"** button after making any changes, then the updated record should appear in your TFoM AAR now.

Collaborators	No Collaborators - please add... Add a person	?
Renewable	☐	?
Attach to Audience in TER	☐	?
Primary Audience	[None] v	?
Attach to CPA	☐	?
CANCEL SAVE		

Grant Status (Problems you may encounter when printing your TFoM AAR)

7. Once updated, the Research Funding section should appear in the report.

Before

Other Research and Professional Activities

THESIS PROJECT

1998

grantor: University of Toronto

Publications

1. PEER-REVIEWED PUBLICATIONS

Journal Articles

1.

2.

After

Other Research and Professional Activities

THESIS PROJECT

1998

prevention surgery; Collaborator: Reproductive
grantor: University of Toronto

Research Funding

1. GRANTS, CONTRACTS AND CLINICAL TRIALS

Peer-Reviewed Grants

Funded

2020 Apr 01 - 2024 Mar 31WOMEN'S HEALTH
FUND, Operating Grant, 5766-0025-, Total Amount: 312,995 CAD.

Publications

1. PEER-REVIEWED PUBLICATIONS

Journal Articles

1.

2.

Salary Support and Other Funding

[Return to Table of Contents](#)

Personal Salary Support <i>(Presented in reverse chronological order by date. Below record should come from Grants & contracts>Salary Support and Other Funding (MED), where "Funding Type" = Personal Salary Support)</i>	
Research Activities > Salary Support and Other Funding	
[Start - End Dates]	[Funding Title], Trainee Name: [Student Name], [Funding Source (Name, Organisation, Department, City, State or province, Country)]. Specialty: [Specialty]. Total Amount: [Total Amount] [Currency]
Trainee Salary Support <i>(Presented in reverse chronological order by date. Below record should come from Grants & contracts>Salary Support and Other Funding (MED), where [c-med-funding-type- where "Funding Type" = Trainee Salary Support])</i>	
Research Activities > Salary Support and Other Funding	
Record format same as for "Personal Salary Support" record	
Other <i>(Presented in reverse chronological order by date. Below record should come from Grants & contracts>Salary Support and Other Funding (MED), where "Funding Type" = Null)</i>	
Research Activities > Salary Support and Other Funding	
Record format same as for "Personal Salary Support" record	

Curation Steps

1. Find **"Grant & Contracts"** module and Click **"Add New"**.
2. Find and Click **"Salary Support and Other Funding (MED)"**.
3. Specify Funding Type to **"Personal Salary Support," "Trainee Salary Support,"** or **"Null"**.
4. Fill the remaining fields based on the data in your information.
5. Click the **"Save" button** once you've finished editing.



Homepage

MY ACTIONS



Add your ORCID iD

Adding your ORCID iD can help us find your scholarly & creative works across the web. You can also choose to send your scholarly & creative works from DiscoverResearch to your ORCID account.

ADD



Arnold Alfonso-Test
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EDIT MY PROFILE

Scholarly & creative works



Claimed

- 11 books
- 6 chapters
- 5 commercializations
- 7 conferences
- 9 journal articles
- 1 monograph
- 6 other publications
- and 28 more scholarly & creative wo...



+ ADD NEW

VIEW ALL

Grants & contracts



Claimed

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+ ADD NEW

VIEW ALL

Professional activities

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- 2 media relations
- and 23 more professional activities »

+ ADD NEW

VIEW ALL

Teaching & supervision

- 3 courses developed
- 4 courses taught
- 1 guest lecture
- 12 research-based degree supervisi...

+ ADD NEW

VIEW ALL

Add a new grant & contract



Select grant & contract type

Sponsored Research
Agreement

Other Research Agreement

Financial Conflict (MED)

Salary Support and Other
Funding (MED)

CANCEL

Personal Salary Support/Trainee Salary Support

Select the appropriate Privacy Settings (Private, Internal, Public) for the entry.

Grant & contract privacy

PRIVATE INTERNAL PUBLIC

This grant & contract may be displayed publicly by UofT.

* What is your relationship with this salary support and other funding (med)?

☐ Funded by ☐ Principal investigator of
☐ Co-investigator of

Relationship privacy

PRIVATE INTERNAL PUBLIC

This grant & contract may be displayed publicly by UofT. Its relationship to you will be visible to other users of DiscoverResearch but should not be displayed publicly.

Define the Funding type based on your funding detail and choose from **"Personal Salary Support," "Trainee Salary Support"** or **"Null"**.

Essential Information

Funding Type

✓ [None]
Personal Salary Support
Trainee Salary Support

Funding Title

Funding Source

No Funding Source - please add...

Name

? Select the most appropriate funding type, whether Personal or Salary Support.
?
?

[Return to Table of Contents](#)

Research Activities > Publications > Peer Reviewed > Published

Journal Article (Presented in reverse chronological order by date. Below records should come from Scholarly & creative works/Journal Article. The 'Non-Refereed item' is not checked and the 'Status' = Published)
 [Author(s) - CV holder's name bolded], [Title], [Journal Name], [Publication Date], [Volume], [Issue], [Page Range].
 Available from: [Author URL], Impact Factor: [Journal Impact Factor]. (Print Trainee Publication. [Trainee Details]) - if [Trainee Publication] is checked. [Sub types], [Publication Role].
 (Print Most Significant Publication [Most Significant Contribution Details] if 'Most significant Publication' is checked)

Books (Presented in reverse chronological order by date. Below records should come from Scholarly & creative works>Book. The 'Non-refereed item' is not checked and the 'Status' = Published)
Record format same as for Published "journal Article" record

Book Chapters (Presented in reverse chronological order by date. Below records should come from Scholarly & creative works>Chapter. The 'Non-refereed item' is not checked and the 'Status' = Published)
Record format same as for Published "Journal Article" record

Monographs (Presented in reverse chronological order by date. Below records should come from Scholarly & creative works=Monograph. The 'Non-refereed item' is not checked and the 'Status' = Published)
Record format same as for Published "Journal Article" record

Reports/Policy Documents (Presented in reverse chronological order by date. Below records should come from Scholarly & creative works>Report / Policy Document. The 'Peer-Reviewed' is checked and the 'Status' = Published)
Record format same as for Published "Journal Article" record

Other Publications (Presented in reverse chronological order by date. Below records should come from Scholarly & creative works> Other Publication. The 'Peer-Reviewed' is checked and the 'Status' = Published)
Record format same as for Published "Journal Article" record

Research Activities > Publications > Peer Reviewed > Accepted/In Press

Journal Article (Presented in reverse chronological order by date. Below records should come from Scholarly & creative works/Journal Article. The 'Non-Refereed item' is not checked and the 'Status = Accepted')
 [Author(s) - CV holder's name bolded], [Title], [Journal Name], [Publication Date], [Volume], [Issue], [Page Range].
 Available from: [Author URL], Impact Factor: [Journal Impact Factor]. (Print Trainee Publication. [Trainee Details]) - if [Trainee Publication] is checked. [Sub types], [Publication Role].
 (Print Most Significant Publication. [Most Significant Contribution Details] if 'Most significant Publication' is checked)

Books (Presented in reverse chronological order by date. Below records should come from Scholarly & creative works>Book. The 'Non-Refereed item' is not checked and the 'Status' = Accepted)
Record format same as for Published "Journal Article" record

Book Chapters (Presented in reverse chronological order by date. Below records should come from Scholarly & creative works>Chapter. The 'Non-Refereed item' is not checked and the 'Status' = Accepted)
Record format same as for Published "Journal Article" record

Monographs (Presented in reverse chronological order by date. Below records should come from Scholarly & creative works>Monograph. The 'Non-Refereed item' is not checked and the 'Status' = Accepted)
Record format same as for Published "Journal Article" record

Reports/Policy Documents (Presented in reverse chronological order by date. Below records should come from Scholarly & creative works>Report / Policy Document. The 'Peer-Reviewed' is checked and the 'Status' = Accepted)
Record format same as for Published "Journal Article" record

Other Publications (Presented in reverse chronological order by date. Below records should come from Scholarly & creative works> type [c-other-academic-pubs]. The 'Peer-Reviewed' is checked and the 'Status' = Accepted)
Record format same as for Published "Journal Article" record

Journal Article (Presented in reverse chronological order by date. Below records should come from Scholarly & creative works - Journal article. The 'Non-Refereed item' is not checked and the 'Status' = Submitted)
 [Author(s) - **CV holder's name bolded**]. [Title]. [Journal Name]. [Publication Date]. [Volume], [Issue]; [Page Range]. Available from: [Author URL]. Impact Factor: [Journal Impact Factor]. (Print Trainee Publication. [Trainee Details]) - if [Trainee Publication] is checked. [Sub types]. [Publication Role].
 (Print Most Significant Publication. [Most Significant Contribution Details] if 'Most significant Publication' is checked)

Books (Presented in reverse chronological order by date. Below records should come from Scholarly & creative works>Book. The 'Non-Refereed item' is not checked and the 'Status' = Submitted)
Record format same as for Published "Journal Article" record

Books Chapters (Presented in reverse chronological order by date. Below records should come from Scholarly & creative works=Chapter. The 'Non-Refereed item' is not checked and the 'Status' = Submitted)
Record format same as for Published "Journal Article" record

Monographs (Presented in reverse chronological order by date. Below records should come from Scholarly & creative works>Monograph. The 'Non-Refereed item' is not checked and the 'Status' = Submitted)
Record format same as for Published "Journal Article" record

Reports/Policy Documents *(Presented in reverse chronological order by date. Below records should come from Scholarly & creative works>Report / Policy Document. The 'Peer-Reviewed' is checked and the 'Status' = Submitted)*
Record format same as for Published "Journal Article" record

Other Publications *(Presented in reverse chronological order by date. Below records should come from Scholarly & creative works> type [c-other-academic-pubs]. The 'Peer-Reviewed' is checked and the 'Status' = Submitted)*

Journal Article (Presented in reverse chronological order by date. Below records should come from Scholarly & creative works>Journal article. The 'Non-Refereed item' is not checked and the 'Status' = In preparation)
 [Author(s) - CV holder's name bolded]. [Title]. [Journal Name]. [Publication Date]. [Volume]. [Issue]. [Page Range].
 Available from: [Author URL]. Impact Factor: [Journal Impact Factor]. (Print Trainee Publication. [Trainee Details]) - if [Trainee Publication] is checked. [Sub types] [Publication Role].
 (Print Most Significant Publication. [Most Significant Contribution Details] if 'Most significant Publication' is checked)

Books (Presented in reverse chronological order by date. Below records should come from Scholarly & creative works>Book. The 'Non-Refereed item' is not checked and the 'Status' = In preparation)
Record format same as for Published "Journal Article" record

Book Chapters (Presented in reverse chronological order by date. Below records should come from Scholarly & creative works>Chapter. The 'Non-Refereed item' is not checked and the 'Status' = In preparation)
Record format same as for Published "Journal Article" record

Monographs (Presented in reverse chronological order by date. Below records should come from Scholarly & creative works>Monograph. The 'Non-Refereed item' is not checked and the 'Status' = In preparation)
Record format same as for Published "Journal Article" record

Reports/Policy Documents *(Presented in reverse chronological order by date. Below records should come from Scholarly & creative works>Report / Policy Document. The 'Peer-Reviewed' is checked and the 'Status' = In preparation)*
Record format same as for Published "Journal Article" record

Other Publications *(Presented in reverse chronological order by date. Below records should come from Scholarly & creative works> type [c-other-academic-pubs]. The 'Peer-Reviewed' is checked and the 'Status' = In preparation)*

Record format same as for Published "Journal Article" record

Curation Steps

An example will demonstrate how to create records. Follow the **red instructions** for each record, noting that differences are usually in selecting options from a dropdown menu or check-off the checkbox.

1. Find **"Scholarly & Creative Works"** module and Click **"Add New"**.
2. Find and Click **"Journal Article"**.
3. The **"Non-Refereed Item"** is **not checked** and the choose the **"Status"** to **"Published"**.
4. Fill the remaining fields based on the data in your information, and don't forget to fill other items under **Journal Article Contribution** section.
5. Click the **"Save"** button once you've finished editing.

Peer Reviewed Publications

Research Activities > Publications>Peer Reviewed>Published

Published

Journal Article *(Presented in reverse chronological order by date. Below records should come from Scholarly & creative works>Journal article. The 'Non-Refereed item' is not checked and the 'Status' = Published)*
[Author(s) - **CV holder's name bolded**]. [Title]. [Journal Name]. [Publication Date]; [Volume], [Issue]; [Page Range].
Available from: [Author URL]. Impact Factor: [Journal Impact Factor]. *(Print Trainee Publication. [Trainee Details]) - if [Trainee Publication] is checked.* [Sub types]. **[Publication Role]**.
(Print Most Significant Publication. [Most Significant Contribution Details] if 'Most significant Publication' is checked)

Note: (Covered in the **red instructions** — please review them before creating each record)

1. The **"Most Significant Publications"** is a checkbox option located **under the "Journal Article Contribution"** section. It is available only within the **"Scholarly & Creative Works"** module.
2. Some information types use the label **"Most Significant Publications"**, while others use **"Most Significant Contributions"** — both refer to the same concept.



Homepage

MY ACTIONS



Add your ORCID iD

Adding your ORCID iD can help us find your scholarly & creative works across the web. You can also choose to send your scholarly & creative works from DiscoverResearch to your ORCID account.

ADD



Arnold Alfonso-Test

Temerty Faculty of Medicine

✉ arnold.alfonso@utoronto.ca

EDIT MY PROFILE

Scholarly & creative works



Claimed

- 11 books
- 6 chapters
- 5 commercializations
- 7 conferences
- 9 journal articles
- 1 monograph
- 6 other publications
- and 28 more scholarly & creative wo...

+ ADD NEW

VIEW ALL

Grants & contracts



Claimed

- 28 sponsored research agreements
- 7 financial conflicts
- 8 salary support and other fundings

+ ADD NEW

VIEW ALL

Professional activities

- 2 activity or event organizing
- 4 activity or event participations
- 7 committee memberships
- 2 conference reviews / referees
- 26 honours / awards / distinctions
- 3 grant application assessments
- 4 journal review / referee
- 2 media relations
- and 23 more professional activities »

+ ADD NEW

VIEW ALL

Teaching & supervision

- 3 courses developed
- 4 courses taught
- 1 guest lecture
- 12 research-based degree supervisi...

+ ADD NEW

VIEW ALL

Add a new scholarly & creative work



Select scholarly & creative work type

Artifact	Book Review	Book	Chapter
Commercialization	Community Research Project	Conference	Dataset
Design	Exhibition	Figure	Fileset
Journal article	Media / Composition	Monograph	Other Publication
Performance	Preprint	Presentation / Lecture	Poster
Report / Policy Document	Research Workshop	Scholarly Edition	Software / Code
Team Research Project	Thesis / Dissertation	Working Paper	

CANCEL

Search for Work (Optional)

- Enter the **Title** or **DOI** of the work and click Search.
- If the work is found, you can click Claim it instead of adding it manually.
- If the work is not found, you can also click **Skip** to proceed with manual entry. You will be directed to a page titled "**Tell us more**".

Add thesis / dissertation

Let's get started

Tell us more

Link to funding

i

Enter your thesis / dissertation title

Your thesis / dissertation may already exist in **DiscoverResearch**, so to save time you can search for it here and claim it. Titles returned may contain **any** of your search words.

Title

Skip

Search

Cancel

Tell Us More (Key Areas)

- Select the appropriate Privacy Settings (Private, Internal, Public) for the entry.
- Fill the remaining fields based on the data in your information, and don't forget to fill other items under **Journal Article Contribution** section.
- To add information in fields such as **"Keywords"** or **"Address"**, first enter the text in the input area below the field, then click the **"+ ADD"** button to confirm the entry.
- Click **Save** to finalize the entry.

Status	✓ [None] Unpublished Submitted Accepted In preparation Published Published online
Publisher licence	
Date of acceptance	
Non-refereed item	☐

In this example, the **"Non-Refereed Item"** is **not checked** and the **"Status"** is set to **"Published"**.

Journal Article Contribution


No Journal Article Contribution has been added to this journal article [Add...](#)



Synthesis	☐	? ? ? ?
Attach to Audience in TER	☐	
Primary Audience	[None] ▼	
Attach to CPA	☐	
		CANCEL SAVE

Link to funding (If the information is unavailable, then go back to your Homepage)

- After finishing **"Tell Us More"** section, then clicking **Save**, you will be directed to the **"Link to funding"** page.
- Within this page, there is a list of possible funding that you can link to your **"Scholarly & Creative Work."** You have the option to filter by some fields or add your grant and contract number in the **"Grant & Contract Number"** field.

Link funding

11:56 Team Research Project added

Let's get started

Tell us more

Link to funding

Make sure your work is linked to the relevant grants & contracts to stay eligible for future funding

TODO: Default [link funding guidance text](#).

wqdw

Unselect all on page

Link Selected

Unlink Selected

Done

There are no items matching the current filter settings.

More actions

Not externally funded

Grant & contract not listed

1 filter has been set.
[Reset filters](#)

Filters

Title

Type

Any

[Add another](#)

Reporting date from

Reporting date to

Related to

Me

Filters

Title

Type

Any

[Add another](#)

Reporting date from

Reporting date to

Related to

Me

Link status

Any

Grant & contract number

[Reset filters](#)

Intellectual Property

[Return to Table of Contents](#)

Patents (Presented in reverse chronological order by date. Below records should come from Scholarly & creative works> Commercialization. The [Type] = Patent)

Research Activities > Intellectual Property > Patents

[Start - End Dates] [Title], Filing Date: [Filed date]. Intellectual Property Number: [Patent number]. [Addresses (Name, Organisation, Department, Street Address, City, State or province, Country)]. Joint Holder Name(s): [Authors].
Notes: [Notes]

Copyrights (Presented in reverse chronological order by date. Below records should come from Scholarly & creative works> Commercialization. The [Type] = Copyright)

Research Activities > Intellectual Property> Copyrights

Record level format same as for Patents

Licenses (Presented in reverse chronological order by date. Below records should come from Scholarly & creative works> Commercialization. The [Type] = License)

Research Activities > Intellectual Property> Licenses

Record level format same as for Patents

Disclosures (Presented in reverse chronological order by date. Below records should come from Scholarly & creative works> Commercialization. The [Type] = Disclosure)

Research Activities > Intellectual Property> Disclosures

Record level format same as for Patents

Trademarks (Presented in reverse chronological order by date. Below records should come from Scholarly & creative works> Commercialization. The [Type] = Trademark)

Research Activities > Intellectual Property> Trademarks

Record level format same as for Patents

Other (Presented in reverse chronological order by date. Below records should come from Scholarly & creative works> Commercialization. The [Type] = Other or Null)

Research Activities > Intellectual Property > Other

Record level format same as for Patents

Curation Steps

1. Find "Scholarly & Creative Works" module and Click "Add New".
2. Find and Click "Commercialization".
3. Fill the available fields based on the data in your information.
4. Don't forget to fill other items under the "Commercialization Contribution" section, especially the **Type** of your Commercialization.
5. Click the "Save" button once you've finished editing.



Homepage

MY ACTIONS



Add your ORCID iD

Adding your ORCID iD can help us find your scholarly & creative works across the web. You can also choose to send your scholarly & creative works from DiscoverResearch to your ORCID account.

ADD



Arnold Alfonso-Test
Temerty Faculty of Medicine

✉ arnold.alfonso@utoronto.ca

EDIT MY PROFILE

Scholarly & creative works



Claimed

- 11 books
- 6 chapters
- 5 commercializations
- 7 conferences
- 9 journal articles
- 1 monograph
- 6 other publications
- and 28 more scholarly & creative wo...

+ ADD NEW

VIEW ALL

Grants & contracts



Claimed

- 28 sponsored research agreements
- 7 financial conflicts
- 8 salary support and other fundings

+ ADD NEW

VIEW ALL

Professional activities

- 2 activity or event organizing
- 4 activity or event participations
- 7 committee memberships
- 2 conference reviews / referees
- 26 honours / awards / distinctions
- 3 grant application assessments
- 4 journal review / referee
- 2 media relations
- and 23 more professional activities »

+ ADD NEW

VIEW ALL

Teaching & supervision

- 3 courses developed
- 4 courses taught
- 1 guest lecture
- 12 research-based degree supervisi...

+ ADD NEW

VIEW ALL

Add a new scholarly & creative work



Select scholarly & creative work type

Artifact	Book Review	Book	Chapter
Commercialization	Community Research Project	Conference	Dataset
Design	Exhibition	Figure	Fileset
Journal article	Media / Composition	Monograph	Other Publication
Performance	Preprint	Presentation / Lecture	Poster
Report / Policy Document	Research Workshop	Scholarly Edition	Software / Code
Team Research Project	Thesis / Dissertation	Working Paper	

CANCEL

Search for Work (Optional)

- Enter the **Title** or **DOI** of the work and click Search.
- If the work is found, you can click Claim it instead of adding it manually.
- If the work is not found, you can also click **Skip** to proceed with manual entry. You will be directed to a page titled "**Tell us more**".

Add thesis / dissertation

Let's get started

Tell us more

Link to funding

i

Enter your thesis / dissertation title

Your thesis / dissertation may already exist in **DiscoverResearch**, so to save time you can search for it here and claim it. Titles returned may contain **any** of your search words.

Title

Skip

Search

Cancel

Tell Us More (Key Areas)

- Select the appropriate Privacy Settings (Private, Internal, Public) for the entry
- Fill the remaining fields based on the data in your information, and don't forget to fill other items under “**Commercialization Contribution**” section.
- To add information in fields such as “**Keywords**” or “**Address**”, first enter the text in the input area below the field, then click the “**+ ADD**” button to confirm the entry.
- Click **Save** to finalize the entry.

Scholarly & creative work privacy

PRIVATE

INTERNAL

PUBLIC

This scholarly & creative work may be displayed publicly by UofT.

* What is your relationship with this team research project?

☐ Author of

☐ Editor of

☐ Translator of

☐ Contributor to

Relationship privacy

PRIVATE

INTERNAL

PUBLIC

This scholarly & creative work may be displayed publicly by UofT.
Its relationship to you will be visible to other users of DiscoverResearch but should not be displayed publicly.

Commercialization Contribution


No Commercialization Contribution has been added to this commercialization Add...

+

Most Significant Contribution

Details

1000 characters remaining.

Attach to an Audience in TER

☐

Primary Audience

[None]

Attach to CPA

☒

?

?

?

CANCEL

SAVE

1. PATENTS → Scholarly & Creative works → 'commercialization' (Please choose Type "patents" in additional info)

[Presented in reverse chronological order]

[Date of Issue] **[Title]**. Filing Date: [Year] [Month]. Patent #: [Patent #], [State/Province], Canada. Joint Holder Name(s): [Joint Holder Names].
[Notes].

2. COPYRIGHTS → Scholarly & Creative works → 'commercialization' (Please choose Type "copyrights" in additional info)

[Date of Issue] **[Title]**. Filing Date: [Year] [Month]. Copyright #: [Copyright #], [State/Province], Canada. Joint Holder Name(s): [Joint Holder Names].
[Notes].

3. LICENSES → Scholarly & Creative works → 'commercialization' (Please choose Type "licenses" in additional info)

[Date of Issue] **[Title]**. Filing Date: [Year] [Month]. License #: [License #], [State/Province], Canada. Joint Holder Name(s): [Joint Holder Names].
[Notes].

4. DISCLOSURES → Scholarly & Creative works → 'commercialization' (Please choose Type "disclosures" in additional info)

[Date of Issue] **[Title]**. Filing Date: [Year] [Month]. Disclosure #: [Disclosure #], [State/Province], Canada. Joint Holder Name(s): [Joint Holder Names].
[Notes].

5. TRADEMARKS → Scholarly & Creative works → 'commercialization' (Please choose Type "trademarks" in additional info)

[Date of Issue] **[Title]**. Filing Date: [Year] [Month]. Trademark #: [Trademark #], [State/Province], Canada. Joint Holder Name(s): [Joint Holder Names].
[Notes].

Essential Information	
Type	Patent
Applied	[None]
Granted	Copyright
	Disclosure
	License
	Patent
	Trademark
	Other
Most Significant Contribution	
Most Significant Contribution	

? Select whether this is a patent, copyright, contract, etc.

?

?

All commercialization types are listed here for selection.

Associated authors	No Associated authors - please add...
	Add a person
Patent number	
Application number	

All commercialization IDs are entered here (Patent ID, Copyright ID, License ID, Disclosures ID, and Trademarks ID).

Presentations and CE Activities

[Return to Table of Contents](#)

International *(Below records should have Geographical Scope = International)*

Research Activities > Presentations and CE Activities > International

Invited Lectures and Presentations *(Presented in reverse chronological order by date. Below records should come from Scholarly & creative works> Presentation / Lecture)*

[Presentation Date] [Presentation Role]. [Title]. [Organizer (Name, Organisation, Department, Street address, City, State or province, Country)]. Presenter(s): [Presenters]. [Description]. Available from: [Author URL].
Trainee Presentation – *Print only if it's checked.*
Total Hours: [Total Hours]

Teaching Effectiveness Score: [Teaching Evaluation Score]
Evaluation Details: [Teaching Evaluation Details].

Presented Abstracts *(Presented in reverse chronological order by date. Below records should come from Scholarly & creative works> Conference and/or Poster, where [Publication Role] = null)*

If Conference

[Conference start date – Conference finish date] [Presentation Role]. [Title]. [Name of conference], [Addresses (Name, Organisation, Department, Street address, City, State or province, Country)] or [Location] if [Addresses] is null. Presenter(s): [Presenters]. [Abstract]. Available from: [Author URL]. Trainee Presentation – *only if [Trainee Presentation] is checked.*

Total Hours: [Total Hours]

Teaching Effectiveness Score: [Teaching Evaluation Score]

Evaluation Details: [Teaching Evaluation Details].

If Poster

[Presented date] [Presentation Role]. [Title]. [Presented at], [Addresses (Name, Organisation, Department, Street address, City, State or province, Country)]. Presenter(s): [Presenters]. [Abstract]. Available from: [Author URL]. Trainee Presentation – *only if [Trainee Presentation] is checked.*

Total Hours: [Total Hours]

Teaching Effectiveness Score: [Teaching Evaluation Score]

Evaluation Details: [Teaching Evaluation Details].

Presented and Published Abstracts *(Presented in reverse chronological order by date. Below records should come from Scholarly & creative works> Conference and/or Poster, where [Publication Role] = Not null)*

If Conference

[Conference start date – Conference finish date] [Presentation Role]. [Title]. [Name of conference], [Addresses (Name, Organisation, Department, Street address, City, State or province, Country)] or [Location] if [Addresses] is null. Presenter(s): [Presenters]. [Abstract]. Available from: [Author URL]. Trainee Presentation – *only if [Trainee Presentation] is checked.*

Total Hours: [Total Hours]

Teaching Effectiveness Score: [Teaching Evaluation Score]

Evaluation Details: [Teaching Evaluation Details].

Publication Details:

[Authors]. [Title]. [Published proceedings]. [Publication date]. [Volume], [Issue]: [Page Range].

[Publication Role].

If Poster

[Presented date] [Presentation Role]. [Title]. [Presented at], [Addresses (Name, Organisation, Department, Street address, City, State or province, Country)]. Presenter(s): [Presenters]. [Abstract]. Available from: [Author URL]. Trainee Presentation – *only if [Trainee Presentation] is checked.*

Total Hours: [Total Hours]

Teaching Effectiveness Score: [Teaching Evaluation Score]

Evaluation Details: [Teaching Evaluation Details].

Publication Details:

[Authors]. [Title]. [Journal Name]. [Publication Date]. [Volume], [Issue]: [Page Range].

[Publication Role].

Media Appearances *(Presented in reverse chronological order by date. Below records should come from Professional Activity> Media relation)*

[Broadcast or Publication date – End date] [Presentation Role]. [Media Activity]. [Topic]. Interviewer: [Interviewer name]. [Network or Publisher]. [City], [Province], [Country]. Presenter(s): [Presenters]. [Description]. Available from: [URL]. Trainee Presentation. *Print Trainee Presentation only if [Trainee Presentation] is checked.*

Total Hours: [Total Hours]

Teaching Effectiveness Score: [Teaching Evaluation Score]

Evaluation Details: [Teaching Evaluation Details].

Note: We have five geographical scopes: International, National, Provincial/Regional, Local, and Other (choose the null option). Aside from this difference, all record formats follow the same structure as the International one.

Curation Steps

An example will demonstrate how to create records. Follow the **red instructions** for each record, noting that differences are usually in selecting options from a dropdown menu or check-off the checkbox.

- 1. Find **"Scholarly & Creative Works"** module and Click **"Add New"**.
- 2. Find and Click **"Presentation/Lectures"**.
- 3. Fill the available fields based on the data in your information, then Save it.
- 4. Don't forget to fill other items under **"Presentation Contribution"** section, especially the **"Geographical Scope"** and **"Presentation Type"**.
- 5. Click the **"Save"** button once you've finished editing.

International *(Below records should have Geographical Scope = International)*

Research Activities > Presentations and CE Activities > International

Invited Lectures and Presentations *(Presented in reverse chronological order by date. Below records should come from Scholarly & creative works> Presentation / Lecture)*

[Presentation Date]

[Presentation Role]. [Title]. [Organizer (Name, Organisation, Department, Street address, City, State or province, Country)]. Presenter(s): [Presenters]. [Description]. Available from: [Author URL].
Trainee Presentation – *Print only if it's checked.*
Total Hours: [Total Hours]

Teaching Effectiveness Score: [Teaching Evaluation Score]
Evaluation Details: [Teaching Evaluation Details].



Homepage

MY ACTIONS



Add your ORCID iD

Adding your ORCID iD can help us find your scholarly & creative works across the web. You can also choose to send your scholarly & creative works from DiscoverResearch to your ORCID account.

ADD



Arnold Alfonso-Test
Temerty Faculty of Medicine

✉ arnold.alfonso@utoronto.ca

EDIT MY PROFILE

Scholarly & creative works

Claimed

- 11 books
- 6 chapters
- 5 commercializations
- 7 conferences
- 9 journal articles
- 1 monograph
- 6 other publications

and 28 more scholarly & creative wo...

+ ADD NEW

VIEW ALL

Grants & contracts

Claimed

- 28 sponsored research agreements
- 7 financial conflicts
- 8 salary support and other fundings

+ ADD NEW

VIEW ALL

Professional activities

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- 4 activity or event participations
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- 2 conference reviews / referees
- 26 honours / awards / distinctions
- 3 grant application assessments
- 4 journal review / referee
- 2 media relations

and 23 more professional activities >

+ ADD NEW

VIEW ALL

Teaching & supervision

- 3 courses developed
- 4 courses taught
- 1 guest lecture
- 12 research-based degree supervisi...

+ ADD NEW

VIEW ALL

Add a new scholarly & creative work



Select scholarly & creative work type

Artifact	Book Review	Book	Chapter
Commercialization	Community Research Project	Conference	Dataset
Design	Exhibition	Figure	Fileset
Journal article	Media / Composition	Monograph	Other Publication
Performance	Preprint	Presentation / Lecture	Poster
Report / Policy Document	Research Workshop	Scholarly Edition	Software / Code
Team Research Project	Thesis / Dissertation	Working Paper	

CANCEL

Search for Work (Optional)

- Enter the **Title** or **DOI** of the work and click Search.
- If the work is found, you can click Claim it instead of adding it manually.
- If the work is not found, you can also click **Skip** to proceed with manual entry. You will be directed to a page titled "**Tell us more**".

Add thesis / dissertation

Let's get started

Tell us more

Link to funding

i

Enter your thesis / dissertation title

Your thesis / dissertation may already exist in **DiscoverResearch**, so to save time you can search for it here and claim it. Titles returned may contain **any** of your search words.

Title

Skip

Search

Cancel

Tell Us More (Key Areas)

- Select the appropriate Privacy Settings (Private, Internal, Public) for the entry.
- Fill the available fields based on the data in your information, and don't forget to fill other items under “**Presentation/Lecture Contribution**” section.
- To add information in fields such as “**Keywords**” or “**Address**”, first enter the text in the input area below the field, then click the “**+ ADD**” button to confirm the entry.
- Click **Save** to finalize the entry.

Scholarly & creative work privacy

PRIVATE

INTERNAL

PUBLIC

This scholarly & creative work may be displayed publicly by UofT.

* What is your relationship with this team research project?

☐ Author of

☐ Editor of

☐ Translator of

☐ Contributor to

Relationship privacy

PRIVATE

INTERNAL

PUBLIC

This scholarly & creative work may be displayed publicly by UofT.
Its relationship to you will be visible to other users of DiscoverResearch but should not be displayed publicly.

Presentation/Lecture Contribution



No Presentation/Lecture Contribution has been added to this presentation / lecture [Add...](#)

Interprofessional Education

Attach to Audience in TER

Primary Audience

Attach to CPA

☐

☒

Continuing Education

☒

?

CANCEL

SAVE

Tell Us More (Key Areas)

Additional Information 18 additional fields ^

Geographical Scope

Trainee Presentation

Competitive

Presentation Type [None]

Presentation Role [None]

Presentation Role Other

1000 characters remaining.

Geographical Scope

✓ [None]
International
Local
National
Provincial/Regional

Presentations and lectures are categorized by geographical scope, which shows the reach of one's influence and activities. The scope is based on both the proximity of the activities to the institution at which the candidate is appointed at the time as well as the source of the invitation to speak/teach.

- Please choose **"International"** for the entry **"Geographical Scope"** in Presentation/Lecture Contribution section.

Competitive

Presentation Type

Presentation Role

Presentation Role Other

✓ [None]
Grand Round
Invited Lecture/Presentation

- Also, choose **"Invited Lecture/Presentation"** as **"Presentation Type"**.

Tell Us More (Key Areas)

- If Presentation Type = "**Grand Rounds**", "**Continuing Education**" must be chosen as Primary Audience.

Competitive	☐
Presentation Type	✓ [None] Grand Round Invited Lecture/Presentation
Presentation Role	
Presentation Role Other	

Primary Audience	✓ [None] Clinical Research Fellow (MD) Continuing Education Faculty Development Graduate Education Multilevel Education Patient and Public Education Postgraduate MD Postdoctoral Research Fellow (PhD) Research Associate Undergraduate Education Undergraduate MD
Attach to CPA	

Link to funding (If the information is unavailable, then go back to your Homepage)

- After finishing **"Tell Us More"** section, then clicking **Save**, you will be directed to the **"Link to funding"** page
- Within this page, there is a list of possible funding that you can link to your **"Scholarly & Creative Work"**. You have the option to filter by some fields or add your grant and contract number in the **"Grant & Contract Number"** field

Link funding

11:56 Team Research Project added

Let's get started

Tell us more

Link to funding

i

Make sure your work is linked to the relevant grants & contracts to stay eligible for future funding

TODO: Default [link funding guidance text](#).

wqdqwd

Unselect all on page

Link Selected

Unlink Selected

Done

There are no items matching the current filter settings.

More actions

Not externally funded

Grant & contract not listed

1 filter has been set.

[Reset filters](#)

Filters

Title

Type

Any

[Add another](#)

Reporting date from

Reporting date to

Related to

Me

Filters

Title

Type

Any

[Add another](#)

Reporting date from

Reporting date to

Related to

Me

Link status

Any

Grant & contract number

[Reset filters](#)

Presented Abstracts – Conference (Problems you may encounter when printing your TFoM AAR)

When printing your TFoM Annual Activity Report (AAR), you may notice an additional section titled **"4. No Geographical Scope – Presented Abstracts"** under **"Presentations and Special Lectures."** The date of all listed records here shows *Present*, and you may also find that some records are missing.

This is due to incomplete data captured by the Elements system during the harvesting process.

To ensure these records appear correctly under the **"Presentations and Special Lectures"** section of your AAR, you will need to manually edit some **"Conference"** and/or **"Poster"** records by updating the **"Start Date"**, **"End Date"**, and **"Geographical Scope"**. This step is essential to ensure your **Abstracts** are accurately reflected in your AAR.

Presented Abstracts – Conference (Problems you may encounter when printing your TFoM AAR)

4. No Geographical Scope

Presented Abstracts

Present

Authoring by. Atrial Premature Beats Predict Atrial Fibrillation in Cryptogenic Stroke: Results from the EMBRACE Trial, Background and Purpose-Many ischemic strokes or transient ischemic attacks are labeled cryptogenic but may have undetected atrial fibrillation (AF). We sought to identify those most likely to have subclinical AF. Methods-We prospectively studied patients with cryptogenic stroke or transient ischemic attack aged ≥55 years in sinus rhythm, without known AF, enrolled in the intervention arm of the 30 Day Event Monitoring Belt for Recording Atrial Fibrillation After a Cerebral Ischemic Event (EMBRACE) trial. Participants underwent baseline 24-hour Holter ECG poststroke; if AF was not detected, they were randomly assigned to 30-day ECG monitoring with an AF auto-detect external loop recorder. Multivariable logistic regression assessed the association between baseline variables (Holter-detected atrial premature beats [APBs], runs of atrial tachycardia, age, and left atrial

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2025 Jul 16
CONFIDENTIAL DOCUMENT

RAL

Present

Present

enlargement) and subsequent AF detection. Results-Among 237 participants, the median baseline Holter APB count/24 h was 629 (interquartile range, 142-1973) among those who subsequently had AF detected versus 45 (interquartile range, 14-250) in those without AF (P<0.001). APB count was the only significant predictor of AF detection by 30-day ECG (P<0.0001), and at 90 days (P=0.0017) and 2 years (P=0.0027). Compared with the 16% overall 90-day AF detection rate, the probability of AF increased from <9% among patients with <100 APBs/24 h to 9% to 24% in those with 100 to 499 APBs/24 h, 25% to 37% with 500 to 999 APBs/24 h, 37% to 40% with 1000 to 1499 APBs/24 h, and 40% beyond 1500 APBs/24 h. Conclusions-Among older cryptogenic stroke or transient ischemic attack patients, the number of APBs on a routine 24-hour Holter ECG was a strong dose-dependent independent predictor of prevalent subclinical AF. Those with frequent APBs have a high probability of AF and represent ideal candidates for prolonged ECG monitoring for AF detection.

Authoring by. DRIVING SAFETY AFTER STROKE AND TIA - DO RIGHT-SIDED EVENTS INCREASE THE RISK OF MOTOR VEHICLE COLLISIONS?

Authoring by. The association between immigration status and stroke care and outcomes: A retrospective cohort study, Available from: http://gateway.webofknowledge.com/gateway/Gateway.cgi?GWVersion=2&SrcApp=PARTNER_APP&SrcAuth=LinksAMR&KeyUT=WOS:000488946600030&DestLinkType=FullRecord&DestApp=ALL_WOS&UsrCustomerID=e7bb15e9b5c8dbb32b34d8dc5b08d990.

1. Date should be displayed in this section, and each record should be categorized according to its geographical scope, such as "International," "National," "Local," and "Provincial/Regional“.

Presented Abstracts – Conference (Problems you may encounter when printing your TFoM AAR)

1. Click the claimed "Conference" records

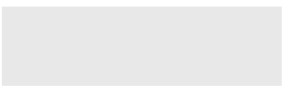


Welcome to DiscoverResearch

Please review your profile and ensure that everything is up to date. As additional actions become available you will be able to view them here.



Temerty Faculty of Medicine



EDIT MY PROFILE

Scholarly & creative works

Claimed

- 4 chapters
- 243 conferences
- 329 journal articles
- 3 preprints
- 3 presentations / lectures
- 3 posters
- 3 reports / policy documents
- 1 thesis / dissertation

+ ADD NEW VIEW ALL

Grants & contracts

Claimed

- 20 sponsored research agreements

+ ADD NEW VIEW ALL

Professional activities

- 91 committee memberships
- 3 conference reviews / referees
- 63 honours / awards / distinctions
- 4 editorials
- 9 grant application assessments
- 13 journal review / referee
- 17 media relations
- 8 memberships
- and 27 more professional activities »

+ ADD NEW VIEW ALL

Teaching & supervision

- 214 courses taught
- 80 research-based degree supervisi...
- 14 student mentoring
- 249 clinical supervisions (MED)

+ ADD NEW VIEW ALL

Presented Abstracts – Conference (Problems you may encounter when printing your TFoM AAR)

2. Click the title of your **"Conference"** record

My Work

My claimed scholarly & creative works

CLAIMED (4) PENDING (0) REJECTED (0)

showing 1 - 4 out of 4

view: 10 per page

sort by: Reporting date (newest first)

focus on: summary

☐ EXPORT ☐ REJECT

☐ Atrial Premature Beats Predict Atrial Fibrillation in Cryptogenic Stroke: Results from the EMBRACE Trial

CONFERENCE

Reporting Date: 20 Apr 2015 • DOI

SUMMARY METRICS (7) DEPOSITS (0) LABELS (52) RELATIONSHIPS (30) SOURCES (6) HISTORY (20)

☐ Do the CHADS(2), CHA(2) DS2-VASc and HAS-BLED Scores Predict Recurrent Stroke and GI Bleeding in Patients with Acute Ischemic Stroke or TIA and Atrial Fibrillation?

To improve the visibility of

Filters

Applied filters

Scholarly & creative work type

Title

clear all

Scholarly & creative work type

- ☐ Artifact
- ☐ Book Review
- ☐ Book
- ☐ Chapter
- ☐ Commercialization

Presented Abstracts – Conference (Problems you may encounter when printing your TFoM AAR)

3. Click the **"Plus"** button at the lower right corner

My Work > Scholarly & Creative Works

Scholarly & creative work details

CONFERENCE

Atrial Premature Beats Predict Atrial Fibrillation in Cryptogenic Stroke: Results from the EMBRACE Trial

[see details \(98\)](#)

DOI

Data sources

Scopus

Atrial Premature Beats Predict Atrial Fibrillation in Cryptogenic Stroke: Results from the EMBRACE Trial

Title:

Atrial Premature Beats Predict Atrial Fibrillation in Cryptogenic Stroke: Results from the EMBRACE Trial

Abstract:

Background and Purpose-Many ischemic strokes or transient ischemic attacks are labeled cryptogenic but may have undetected atrial fibrillation (AF). We sought to identify those most likely to have subclinical AF. Methods-We prospectively studied patients with cryptogenic stroke or transient ischemic attack aged ≥55

REPORTING DATE

20 Apr 2015

RELATIONSHIPS

Status:

Published

External identifiers:

PubMed Identifier

Dimensions	Atrial Premature Beats Predict Atrial Fibrillation in Cryptogenic Stroke	
Web of Science	Atrial Premature Beats Predict Atrial Fibrillation in Cryptogenic Stroke Results From the EMBRACE Trial	
Europe PubMed Central	Atrial premature beats predict atrial fibrillation in cryptogenic stroke: results from the EMBRACE trial.	
PubMed	Atrial premature beats predict atrial fibrillation in cryptogenic stroke: results from the EMBRACE trial.	
Crossref	Atrial Premature Beats Predict Atrial Fibrillation in Cryptogenic Stroke	

Repository

52

Presented Abstracts – Conference (Problems you may encounter when printing your TFoM AAR)

4. You will see this page, please first manually update the **"Start Date"** and **"End Date"** fields. Then, open the Conference Contribution section and provide the **"Geographical Scope"**.

Name of conference	
Conference place	
Conference start date	
Conference finish date	
Published proceedings	Stroke
Issue	4

Conference Contribution



No Conference Contribution has been added to this conference [Add...](#)



Essential Information

Geographical Scope

[None]

[None]

International

Local

National

Provincial/Regional

Trainee Presentation

Presentation Role

Presentation Role Other

1000 characters remaining.

Presenters

?

Presented Abstracts are categorized by geographical scope, which shows the reach of one's influence and activities. The scope is based on both the proximity of the activities to the institution at which the candidate is appointed at the time as well as the source of the invitation to speak/teach.

Presented Abstracts – Conference (Problems you may encounter when printing your TFoM AAR)

5. You are welcome to update other fields if you'd like. Be sure to click the **"Save"** button after making any changes, then the updated record should appear in your TFoM AAR now.

Funding acknowledgements

No Funding acknowledgements - please add...

Grant ID

Organisation

+ Add

Add text

CANCEL

SAVE

Presented Abstracts – Conference (Problems you may encounter when printing your TFoM AAR)

6. Once updated, the **Abstract** should display the **correct date** and under the **appropriate Geographical Scope**.

Before

3. Provincial/Regional	
Media Appearances	
Present	Heart and Stroke Foundation Lottery Advertisement, Media Appearances, Ontario, Canada.
2010	Speaker. Stroke care on weekends, Media Appearances, Canada.
2000	Invited Speaker. TVO Program "Your Health", Media Appearances, Ontario, Canada.
4. No Geographical Scope	
Presented Abstracts	
Present	Authored by. Atrial Premature Beats Predict Atrial Fibrillation in Cryptogenic Stroke: Results from the EMBRACE Trial, Background and Purpose-Many ischemic strokes or transient ischemic attacks are labeled cryptogenic but may have undetected atrial fibrillation (AF). We sought to identify those most likely to have subclinical AF. Methods-We prospectively studied patients with cryptogenic stroke or transient ischemic attack aged ≥55 years in sinus rhythm, without known AF, enrolled in the intervention arm of the 30 Day Event Monitoring Belt for Recording Atrial Fibrillation After a Cerebral Ischemic Event (EMBRACE) trial. Participants underwent baseline 24-hour Holter ECG poststroke; if AF was not detected, they were randomly assigned to

After

3. Provincial/Regional	
Presented Abstracts	
2025 Jul 01	Authored by. Atrial Premature Beats Predict Atrial Fibrillation in Cryptogenic Stroke: Results from the EMBRACE Trial, Background and Purpose-Many ischemic strokes or transient ischemic attacks are labeled cryptogenic but may have undetected atrial fibrillation (AF). We sought to identify those most likely to have subclinical AF. Methods-We prospectively studied patients with cryptogenic stroke or transient ischemic attack aged ≥55 years in sinus rhythm, without known AF, enrolled in the intervention arm of the 30 Day Event Monitoring Belt for Recording Atrial Fibrillation After a Cerebral Ischemic Event (EMBRACE) trial. Participants underwent baseline 24-hour Holter ECG poststroke; if AF was not detected, they were randomly assigned to 30-day ECG monitoring with an AF auto-detect external loop recorder. Multivariable logistic regression assessed the association between baseline variables (Holter-
Page 34 of 60 2025 Jul 16 CONFIDENTIAL DOCUMENT	
detected atrial premature beats [APBs], runs of atrial tachycardia, age, and left atrial enlargement) and subsequent AF detection. Results-Among 237 participants, the median baseline Holter APB count/24 h was 629 (interquartile range, 142-1973) among those who subsequently had AF detected versus 45 (interquartile range, 14-250) in those without AF (P<0.001). APB count was the only significant predictor of AF detection by 30-day ECG (P<0.0001), and at 90 days (P=0.0017) and 2 years (P=0.0027). Compared with the 16% overall 90-day AF detection rate, the probability of AF increased from <9% among patients with <100 APBs/24 h to 9% to 24% in those with 100 to 499 APBs/24 h, 25% to 37% with 500 to 999 APBs/24 h, 37% to 40% with 1000 to 1499 APBs/24 h, and 40% beyond 1500 APBs/24 h. Conclusions-Among older cryptogenic stroke or transient ischemic attack patients, the number of APBs on a routine 24-hour Holter ECG was a strong dose-dependent independent predictor of prevalent subclinical AF. Those with frequent APBs have a high probability of AF and represent ideal candidates for prolonged ECG monitoring for AF detection.	
Media Appearances	
Present	Heart and Stroke Foundation Lottery Advertisement, Media Appearances, Ontario, Canada.
2010	Speaker. Stroke care on weekends, Media Appearances, Canada.
2000	Invited Speaker. TVO Program "Your Health", Media Appearances, Ontario, Canada.

Other Research and Professional Activities

[Return to Table of Contents](#)

Research Activities > Other Research and Professional Activities	
Research Project	<i>(Presented in reverse chronological order by date. Below records should come from Scholarly & creative work> Team Research Project)</i>
[Formation Date – End Dates]	[Role]. [Title]. [Primary Location or Institution], [Contribution Organizations (Name, Organisation, Department, Street address, City, State or province, Country)]. Supervisor(s): [Supervisor(s)]. Collaborators: [Team Members]. [Notes].
Thesis Project	<i>(Presented in reverse chronological order by date. Below records should come from Scholarly & creative work> Thesis / Dissertation)</i>
[Start – End Dates]	[Role]. [Title]. [Thesis type], [Addresses (Name, Organisation, Department, Street address, City, State or province, Country)]. Supervisor(s): [Supervisors]. Collaborators: [Collaborators]. [Notes].

Curation Steps

An example will demonstrate how to create records. Follow the **red instructions** for each record, noting that differences are usually in selecting options from a dropdown menu or check-off the checkbox.

1. Find **"Scholarly & Creative Works"** module and Click **"Add New"**.
2. Find and Click **"Team Research Project"** or **"Thesis/Dissertation"**.
3. Fill the available fields based on the data in your information, and don't forget to fill other items under **Team Research Project Contribution section or These/Dissertation Contribution section**.
4. Click the **"Save"** button once you've finished editing.



Homepage

MY ACTIONS



Add your ORCID iD

Adding your ORCID iD can help us find your scholarly & creative works across the web. You can also choose to send your scholarly & creative works from DiscoverResearch to your ORCID account.

ADD



Arnold Alfonso-Test

Temerty Faculty of Medicine

✉ arnold.alfonso@utoronto.ca

EDIT MY PROFILE

Scholarly & creative works

Claimed

- 11 books
- 6 chapters
- 5 commercializations
- 7 conferences
- 9 journal articles
- 1 monograph
- 6 other publications
- and 28 more scholarly & creative wo...

+ ADD NEW

VIEW ALL

Grants & contracts

Claimed

- 28 sponsored research agreements
- 7 financial conflicts
- 8 salary support and other fundings

+ ADD NEW

VIEW ALL

Professional activities

- 2 activity or event organizing
- 4 activity or event participations
- 7 committee memberships
- 2 conference reviews / referees
- 26 honours / awards / distinctions
- 3 grant application assessments
- 4 journal review / referee
- 2 media relations
- and 23 more professional activities »

+ ADD NEW

VIEW ALL

Teaching & supervision

- 3 courses developed
- 4 courses taught
- 1 guest lecture
- 12 research-based degree supervisi...

+ ADD NEW

VIEW ALL

Add a new scholarly & creative work



Select scholarly & creative work type

Artifact	Book Review	Book	Chapter
Commercialization	Community Research Project	Conference	Dataset
Design	Exhibition	Figure	Fileset
Journal article	Media / Composition	Monograph	Other Publication
Performance	Preprint	Presentation / Lecture	Poster
Report / Policy Document	Research Workshop	Scholarly Edition	Software / Code
Team Research Project	Thesis / Dissertation	Working Paper	

CANCEL

Search for Work (Optional)

- Enter the **Title** or **DOI** of the work and click Search.
- If the work is found, you can click Claim it instead of adding it manually.
- If the work is not found, you can also click **Skip** to proceed with manual entry. You will be directed to a page titled "**Tell us more**".

Add thesis / dissertation

Let's get started

Tell us more

Link to funding

i

Enter your thesis / dissertation title

Your thesis / dissertation may already exist in **DiscoverResearch**, so to save time you can search for it here and claim it. Titles returned may contain **any** of your search words.

Title

[Skip](#)

Search

Cancel

Tell Us More (Key Areas)

- Select the appropriate Privacy Settings (Private, Internal, Public) for the entry.
- Fill the available fields based on the data in your information, and don't forget to fill other items under **Team Research Project Contribution section** or **Thesis/Dissertation Contribution section**.
- To add information in fields such as "**Keywords**" or "**Address**", first enter the text in the input area below the field, then click the **" + ADD "** button to confirm the entry.
- Click **Save** to finalize the entry.

Scholarly & creative work privacy

PRIVATE

INTERNAL

PUBLIC

This scholarly & creative work may be displayed publicly by UofT.

* What is your relationship with this team research project?

☐ Author of

☐ Editor of

☐ Translator of

☐ Contributor to

Relationship privacy

PRIVATE

INTERNAL

PUBLIC

This scholarly & creative work may be displayed publicly by UofT.
Its relationship to you will be visible to other users of DiscoverResearch but should not be displayed publicly.

Team Research Project Contribution



No Team Research Project Contribution has been added to this team research project [Add...](#)



Thesis/Dissertation Contribution



No Thesis/Dissertation Contribution has been added to this thesis / dissertation [Add...](#)



Attach to Audience in TER

☐

Primary Audience

[None]

Attach to CPA

☐

1000 characters remaining.

CANCEL

SAVE

Link to funding (If the information is unavailable, then go back to your Homepage)

- After finishing **"Tell Us More"** section, then clicking **Save**, you will be directed to the **"Link to funding"** page
- Within this page, there is a list of possible funding that you can link to your **"Scholarly & Creative Work"**. You have the option to filter by some fields or add your grant and contract number in the **"Grant & Contract Number"** field

Link funding

11:56 Team Research Project added

Let's get started

Tell us more

Link to funding

Make sure your work is linked to the relevant grants & contracts to stay eligible for future funding

TODO: Default [link funding guidance text](#).

wqdqwd

Unselect all on page

Link Selected

Unlink Selected

Done

There are no items matching the current filter settings.

More actions

Not externally funded

Grant & contract not listed

1 filter has been set.

[Reset filters](#)

Filters

Title

Type

Any

[Add another](#)

Reporting date from

Reporting date to

Related to

Me

Filters

Title

Type

Any

[Add another](#)

Reporting date from

Reporting date to

Related to

Me

Link status

Any

Grant & contract number

[Reset filters](#)



TEMERTY FACULTY OF MEDICINE
UNIVERSITY OF TORONTO

2. Teaching and Education Activities

[Return to Table of Contents](#)

Temerty
Medicine

Teaching

[Return to Table of Contents](#)

Graduate Education (Below records should come from Teaching & Supervision> Course taught, where the [Primary Audience] = Graduate Education)

Lectures: Graduate Education (Presented in reverse chronological order by date, where the [Teaching Activity Type] = Lectures)

Teaching and Education Activities > Teaching > Graduate Education > Lectures

[Start – End Dates] [Course Title], [Year/Stage], [Division], [FOM Department], [Faculty]. Location of Teaching: [Name of Institution (Name, Organisation, Street address, City, State or province, Country)].
[Activity Description].
Contact Hours: [Total Hours]
Number of Students: [Number of students]

Seminars: Graduate Education (Presented in reverse chronological order by date, where the [Teaching Activity Type] = Seminars)

Teaching and Education Activities > Teaching > Graduate Education > Seminars

Record format same as for Lectures: Graduate Education

Workshops: Graduate Education (Presented in reverse chronological order by date, where the [Teaching Activity Type] = Workshops)

Teaching and Education Activities > Teaching > Graduate Education > Workshops

Record format same as for Lectures: Graduate Education

Examinations: Graduate Education (Presented in reverse chronological order by date, where the [Teaching Activity Type] = Examinations)

Teaching and Education Activities > Teaching > Graduate Education > Examinations

Record format same as for Lectures: Graduate Education

Simulations: Graduate Education (Presented in reverse chronological order by date, where the [Teaching Activity Type] = Simulations)

Teaching and Education Activities > Teaching > Graduate Education > Simulations

Record format same as for Lectures: Graduate Education

Labs: Graduate Education (Presented in reverse chronological order by date, where the [Teaching Activity Type] = Labs)

Teaching and Education Activities > Teaching > Graduate Education > Labs

Record format same as for Lectures: Graduate Education

Practicum: Graduate Education (Presented in reverse chronological order by date, where the [Teaching Activity Type] = Practicum)

Teaching and Education Activities > Teaching > Graduate Education > Practicum

Record format same as for Lectures: Graduate Education

Individual Consultations: Graduate Education (Presented in reverse chronological order by date, where the [Teaching Activity Type] = Individual Consultations)

Teaching and Education Activities > Teaching > Graduate Education > Individual Consultations

Record format same as for Lectures: Graduate Education

Peer Coaching: Graduate Education (Presented in reverse chronological order by date, where the [Teaching Activity Type] = Peer Coaching)

Teaching and Education Activities > Teaching > Graduate Education > Peer Coaching

Record format same as for Lectures: Graduate Education

Remediation: Graduate Education (Presented in reverse chronological order by date, where the [Teaching Activity Type] = Remediation)

Teaching and Education Activities > Teaching > Graduate Education > Remediation

Record format same as for Lectures: Graduate Education

Course Coordination/Direction: Graduate Education (Presented in reverse chronological order by date, where the [Teaching Activity Type] = Course Coordination/Direction)

Teaching and Education Activities > Teaching > Graduate Education > Remediation

Record format same as for Lectures: Graduate Education

Formal Teaching Rounds: Graduate Education (Presented in reverse chronological order by date, where the [Teaching Activity Type] = Formal Teaching Rounds)

Teaching and Education Activities > Teaching > Graduate Education > Formal Teaching Rounds

Record format same as for Lectures: Graduate Education

Informal Teaching Rounds: Graduate Education (Presented in reverse chronological order by date, where the [Teaching Activity Type] = Informal Teaching Rounds)

Teaching and Education Activities > Teaching > Graduate Education > Informal Teaching Rounds

Record format same as for Lectures: Graduate Education

Other Teaching Activities: Graduate Education (Presented in reverse chronological order by date, where the [Teaching Activity Type] = Other or Null)

Teaching and Education Activities > Teaching > Graduate Education > Other

Record format same as for Lectures: Graduate Education

Undergraduate Education (Below records should come from Teaching & Supervision> Course taught, where the [Primary Audience] = Undergraduate Education)

Teaching and Education Activities > Teaching > Undergraduate Education

Records level format same as for Graduate Education

Undergraduate Medical Education (Below records should come from Teaching & Supervision> Course taught, where the [Primary Audience] = Undergraduate MD)

Teaching and Education Activities > Teaching > Undergraduate MD

Records level format same as for Graduate Education

Teaching

Postgraduate Medical Education (Below records should come from Teaching & Supervision> Course taught, where the [Primary Audience] = Postgraduate MD)
Teaching and Education Activities > Teaching > Postgrad MD
Records level format same as for Graduate Education
Continuing Education (Below records should come from Teaching & Supervision> Course taught, where the [Primary Audience] = Continuing Education)
Teaching and Education Activities > Teaching > Continuing Education
Records level format same as for Graduate Education
Faculty Development (Below records should come from Teaching & Supervision> Course taught, where the [Primary Audience] = Faculty Development)
Teaching and Education Activities > Teaching > Faculty Development
Records level format same as for Graduate Education
Patient and Public Education (Below records should come from Teaching & Supervision> Course taught, where the [Primary Audience] = Patient and Public Education)
Teaching and Education Activities > Teaching > Patient and Public Education
Records level format same as for Graduate Education
Clinical Research Fellow (MD) (Below records should come from Teaching & Supervision> Course taught, where the [Primary Audience] = Clinical Research Fellow (MD))
Teaching and Education Activities > Teaching > Clinical Research Fellow (MD)
(Records level format same as for Graduate Education)
Postdoctoral Research Fellow (PhD) (Below records should come from Teaching & Supervision> Course taught, where the [Primary Audience] = Postdoctoral Research Fellow (PhD))
Teaching and Education Activities > Teaching > Postdoctoral Research Fellow (PhD)
(Records level format same as for Graduate Education)
Research Associate (Below records should come from Teaching & Supervision> Course taught, where the [Primary Audience] = Research Associate)
Teaching and Education Activities > Teaching > Research Associate
(Records level format same as for Graduate Education)
Multilevel Education (Below records should come from Teaching & Supervision> Course taught, where the [Primary Audience] = Multilevel Education)
Teaching and Education Activities > Teaching > Multilevel Education
(Records level format same as for Graduate Education)
Other (Below records should come from Teaching & Supervision> Course taught, where the [Primary Audience] = Other or Null)
Teaching and Education Activities > Teaching > Multilevel Education
(Records level format same as for Graduate Education)

Curation Steps

An example will demonstrate how to create records. Follow the **red instructions** for each record, noting that differences are usually in selecting options from a dropdown menu or check-off the checkbox.

1. Find **"Teaching & Supervision"** module and Click **"Add New"**.
2. Find and Click **"Course Taught"**.
3. Fill the available fields based on the data in your information, and don't forget to fill other items under **Additional Information**.
4. Set the **Primary Audience** to **"Graduate Education"**.
5. Specify the **Teaching Activity Type** to **"Lectures"**.
6. Click the **"Save"** button once you've finished editing.

Graduate Education (Below records should come from Teaching & Supervision> Course taught, where the [Primary Audience] = Graduate Education)
Lectures: Graduate Education (Presented in reverse chronological order by date, where the [Teaching Activity Type] = Lectures)
Teaching and Education Activities > Teaching > Graduate Education > Lectures
[Start – End Dates] [Course Title], [Year/Stage], [Division], [FOM Department], [Faculty]. Location of Teaching: [Name of Institution (Name, Organisation, Street address, City, State or province, Country)]. [Activity Description]. Contact Hours: [Total Hours] Number of Students: [Number of students]

Step 1: Find "Teaching & Supervision" and Click "Add New"



Homepage

MY ACTIONS



Add your ORCID iD

Adding your ORCID iD can help us find your scholarly & creative works across the web. You can also choose to send your scholarly & creative works from DiscoverResearch to your ORCID account.

ADD



Arnold Alfonso-Test
Temerty Faculty of Medicine

✉ arnold.alfonso@utoronto.ca

EDIT MY PROFILE

Scholarly & creative works

Claimed

- 11 books
- 6 chapters
- 5 commercializations
- 7 conferences
- 9 journal articles
- 1 monograph
- 6 other publications
- and 28 more scholarly & creative wo...

+ ADD NEW

VIEW ALL

Grants & contracts

Claimed

- 28 sponsored research agreements
- 7 financial conflicts
- 8 salary support and other fundings

+ ADD NEW

VIEW ALL

Professional activities

- 2 activity or event organizing
- 4 activity or event participations
- 7 committee memberships
- 2 conference reviews / referees
- 26 honours / awards / distinctions
- 3 grant application assessments
- 4 journal review / referee
- 2 media relations
- and 23 more professional activities »

+ ADD NEW

VIEW ALL

Teaching & supervision

- 3 courses developed
- 4 courses taught
- 1 guest lecture
- 12 research-based degree supervisi...

+ ADD NEW

VIEW ALL

Step 2: Find and Click "Course Taught"

Add a new teaching & supervision



Select teaching & supervision type

Course-based Degree Supervision	Course Developed	Course Taught	Guest Lecture
Open Access Teaching Material	Other Teaching Responsibility	Program Developed	Research-based Degree Supervision
Student Mentoring	Teaching Workshop	Thesis Examination	Aggregate Teaching Evaluation (MED)
Clinical Supervision (MED)			

CANCEL

Step 3: Fill in as many fields as possible. Don't forget to expand the Additional Information section.

Add course taught

Teaching & supervision privacy

PRIVATE

INTERNAL

PUBLIC

This teaching & supervision may be displayed publicly by UofT.

* Relationship privacy

PRIVATE

INTERNAL

PUBLIC

This teaching & supervision may be displayed publicly by UofT. Its relationship to you will be visible to other users of DiscoverResearch but should not be displayed publicly.

* Course title

Essential Information

Name of institution

No Name of institution - please add...

Name

Organisation

Department

Street address

City

State or province

?
?

Academic session

[None]

Section

Co-instructors

Alfonso-Test, Arnold

edit

[Add another person](#)

Start date

End date

Number of students

Number of credits

Lecture hours (per week)

Tutorial hours (per week)

Lab hours (per week)

Other contact hours (per week)

URL

Additional Information

17 additional fields

?
?
?
?
?
?
?
?
?
?
?

67

Step 4: In the **Additional Information** section, specify **Primary Audience** and **Teaching Activity Type**. In this example, we selected "**Graduate Education**" and "**Lectures**," but you can choose the options that best match your teaching experience. Don't forget to click **SAVE** after editing.

Primary Audience	[None] ▼
Year / Stage	[None]
Year/Stage Other	Clinical Research Fellow (MD)
	Continuing Education
	Faculty Development
	Graduate Education
	Multilevel Education
Teaching Activity Type	Patient and Public Education
Activity Type Other	Postgraduate MD
	Postdoctoral Research Fellow (PhD)
	Research Associate
Activity Description	Undergraduate Education
	Undergraduate MD
	Other

Teaching Activity Type	[None] ▼
Teaching Activity Type Other	[None]
Activity Description	Course Coordination/Direction
	Examinations
	Formal Teaching Rounds (Scheduled Centrally)
	Individual Consultations
	Informal Teaching Rounds (Scheduled by Teacher)
	Labs
Teaching Prep Hours	Lectures
Total Hours	Peer Coaching
	Practicum
Primary Audience Other	Remediation
	Seminars
	Simulations
Teaching Evaluation Score	Small Group or PBL Teaching
Teaching Evaluation Details	Workshops
	Other
Interprofessional Education	☐
Attach to CPA	☐

This field contains options for different types of activities as recognized by the university for each Primary Audience.

CANCEL SAVE

Clinical Supervision

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Clinical Supervision *(Below records should come from Teaching & supervision>Clinical Supervision (MED))*

Multilevel Education *(Presented in reverse chronological order by date, list down records where the [Primary Audience] = Multilevel Education)*

Teaching and Education Activities > Clinical Supervision>Multilevel Education

[Start – End Date] [Type of Supervision], [Clinical Supervision Role], [Division], [Department], [Faculty], Location of Teaching: [Location of Supervision (Name, Organisation, Street address, City, State or province, Country)], [Activity Description],
Student Name(s): [Student Name(s) – format: *Firstname Lastname*]
Number of Students: [Number of Students(s)]
Unit: [Unit Type]
Total Hours: [Total Hours]

Graduate Education *(Presented in reverse chronological order by date, list down records where the [Primary Audience] = Graduate Education)*

Teaching and Education Activities > Clinical Supervision > Graduate Education

Records level format same as for Multilevel Education

Undergraduate Education *(Presented in reverse chronological order by date, list down records where the [Primary Audience] = Undergraduate Education)*

Teaching and Education Activities > Clinical Supervision > Undergraduate Education

Records level format same as for Multilevel Education

Undergraduate Medical Education *(Presented in reverse chronological order by date, list down records where the [Primary Audience] = Undergraduate MD)*

Teaching and Education Activities > Clinical Supervision > Undergraduate MD

Records level format same as for Multilevel Education

Postgraduate Medical Education *(Presented in reverse chronological order by date, list down records where the [Primary Audience] = Postgraduate MD)*

Teaching and Education Activities > Clinical Supervision > Postgrad MD

Records level format same as for Multilevel Education

Continuing Education *(Presented in reverse chronological order by date, list down records where the [Primary Audience] = Continuing Education)*

Teaching and Education Activities > Clinical Supervision > Continuing Education

Records level format same as for Multilevel Education

Faculty Development *(Presented in reverse chronological order by date, list down records where the [Primary Audience] = Faculty Development)*

Teaching and Education Activities > Clinical Supervision > Faculty Development

Records level format same as for Multilevel Education

Patient and Public Education *(Presented in reverse chronological order by date, list down records where the [Primary Audience] = Patient and Public Education)*

Teaching and Education Activities > Clinical Supervision> Patient and Public Education

Records level format same as for Multilevel Education

Clinical Research Fellow (MD) *(Presented in reverse chronological order by date, list down records where the [Primary Audience] = Clinical Research Fellow (PhD))*

Teaching and Education Activities > Clinical Supervision > Faculty Development

Records level format same as for Multilevel Education

Postdoctoral Research Fellow (PhD) *(Presented in reverse chronological order by date, list down records where the [Primary Audience] = Postdoctoral Research Fellow (PhD))*

Teaching and Education Activities > Clinical Supervision > Faculty Development

Records level format same as for Multilevel Education

Research Associate *(Presented in reverse chronological order by date, list down records where the [Primary Audience] = Research Associate)*

Teaching and Education Activities > Clinical Supervision > Faculty Development

Records level format same as for Multilevel Education

Other *(Presented in reverse chronological order by date, list down records where the [Primary Audience] = Other or Null)*

Teaching and Education Activities > Clinical Supervision > Faculty Development

Records level format same as for Multilevel Education

Curation Steps

An example will demonstrate how to create records. Follow the **red instructions** for each record, noting that differences are usually in selecting options from a dropdown menu or check-off the checkbox.

1. Find **"Teaching & Supervision"** module and Click **"Add New"**.
2. Find and Click **"Clinical Supervision (MED)"**.
3. Fill the remaining fields based on the data in your information, and don't forget to fill other items under **Additional Information**.
4. Set the **Primary Audience** to **"Multilevel Education"**.
5. Click the **"Save"** button once you've finished editing.

Clinical Supervision *(Below records should come from Teaching & supervision>Clinical Supervision (MED))*

Multilevel Education *(Presented in reverse chronological order by date, list down records where the [Primary Audience] = Multilevel Education)*

Teaching and Education Activities > Clinical Supervision>Multilevel Education

[Start – End Date]	[Type of Supervision]. [Clinical Supervision Role]. [Division], [Department], [Faculty]. Location of Teaching: [Location of Supervision (Name, Organisation, Street address, City, State or province, Country)]. [Activity Description]. Student Name(s): [Student Name(s) – <i>format: Firstname Lastname</i>] Number of Students: [Number of Students(s)] Unit: [Unit Type] Total Hours: [Total Hours]
--------------------	--

Step 1: Find "Teaching & Supervision" and Click "Add New"



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Scholarly & creative works

Claimed

- 11 books
- 6 chapters
- 5 commercializations
- 7 conferences
- 9 journal articles
- 1 monograph
- 6 other publications
- and 28 more scholarly & creative wo...

+ ADD NEW

VIEW ALL

Grants & contracts

Claimed

- 28 sponsored research agreements
- 7 financial conflicts
- 8 salary support and other fundings

+ ADD NEW

VIEW ALL

Professional activities

- 2 activity or event organizing
- 4 activity or event participations
- 7 committee memberships
- 2 conference reviews / referees
- 26 honours / awards / distinctions
- 3 grant application assessments
- 4 journal review / referee
- 2 media relations
- and 23 more professional activities »

+ ADD NEW

VIEW ALL

Teaching & supervision

- 3 courses developed
- 4 courses taught
- 1 guest lecture
- 12 research-based degree supervisi...

+ ADD NEW

VIEW ALL

Step 2: Find and Click "**Clinical Supervision (MED)**"

Step 3-5: Follow the previous steps, making sure to select any important options from the dropdown menu if specified in the red instructions of each record. And don't forget to hit SAVE.

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Add a new teaching & supervision



Select teaching & supervision type

Course-based Degree Supervision	Course Developed	Course Taught	Guest Lecture
Open Access Teaching Material	Other Teaching Responsibility	Program Developed	Research-based Degree Supervision
Student Mentoring	Teaching Workshop	Thesis Examination	Aggregate Teaching Evaluation (MED)
Clinical Supervision (MED)			

CANCEL

Research Supervision

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Primary or Co-Supervisor (Below records should come from Teaching & Supervision > Research-based Degree Supervision, where the [Role] = Supervisor and/or Co-Supervisor)

Research Associate (Presented in reverse chronological order by date, list down records where the [Primary Audience] = Research Associate)

Teaching and Education Activities > Research Supervision > Primary Supervision > Research Associate

[Start – End Date] [UofT Supervisory Role]. [Year / Stage]. Supervisee Name(s): Student name], [Graduate Unit], [Collaborative Program]. Supervisee Position: [Supervisee Position], Supervisee Institution: [Supervisee Institution]. Research Project Title: [Thesis title], Group Supervision – *print label if [Group Supervision] is checked*, Non-thesis Project – *print label if [Non-thesis Project] is checked*. Awards: [Supervisee Awards Attained]. Supervisor(s): [Supervisor]. Collaborator(s): [Collaborators]. Completed: [Year Completed]. [Description]. Total Hours: [Total Hours].

Postdoctoral Research Fellow (PhD) (Presented in reverse chronological order by date, list down records where the [Primary Audience] = Postdoctoral Research Fellow (PhD))

Teaching and Education Activities > Research Supervision > Primary Supervision > Postdoctoral Research Fellow (PhD)

Record format same as for Research Associate

Clinical Research Fellow (MD) (Presented in reverse chronological order by date, list down records where the [Primary Audience] = Clinical Research Fellow (MD))

Teaching and Education Activities > Research Supervision > Primary Supervision > Clinical Research Fellow (MD)

Record format same as for Research Associate

Graduate Education (Presented in reverse chronological order by date, list down records where the [Primary Audience] = Graduate Education)

Teaching and Education Activities > Research Supervision > Primary Supervision > Graduate Education

Record format same as for Research Associate

Postgraduate Education (Presented in reverse chronological order by date, list down records where the [Primary Audience] = Postgraduate MD)

Teaching and Education Activities > Research Supervision > Primary Supervision > Postgraduate MD

Record format same as for Research Associate

Undergraduate MD (Presented in reverse chronological order by date, list down records where the [Primary Audience] = Undergraduate MD)

Teaching and Education Activities > Research Supervision > Primary Supervision > Undergraduate MD

Record format same as for Research Associate

Continuing Education (Presented in reverse chronological order by date, list down records where the [Primary Audience] = Continuing Education)

Teaching and Education Activities > Research Supervision > Primary Supervision > Continuing Education

Record format same as for Research Associate

Faculty Development (Presented in reverse chronological order by date, list down records where the [Primary Audience] = Faculty Development)

Teaching and Education Activities > Research Supervision > Primary Supervision > Faculty Development

Record format same as for Research Associate

Patient and Public Education (Presented in reverse chronological order by date, list down records where the [Primary Audience] = Patient and Public Education)

Teaching and Education Activities > Research Supervision > Primary Supervision > Patient and Public Education

Record format same as for Research Associate

Multilevel Education (Presented in reverse chronological order by date, list down records where the [Primary Audience] = Multilevel Education)

Teaching and Education Activities > Research Supervision > Primary Supervision > Multilevel Education

Record format same as for Research Associate

Other (Presented in reverse chronological order by date, list down records where the [Primary Audience] = Other and/or Null)

Teaching and Education Activities > Research Supervision > Primary Supervision > Other

Record format same as for Research Associate

Curation Steps

An example will demonstrate how to create records. Follow the **red instructions** for each record, noting that differences are usually in selecting options from a dropdown menu or check-off the checkbox.

1. Find **"Teaching & Supervision"** module and Click **"Add New"**.
2. Find and Click **"Research-based Degree Supervision"**.
3. Set the **Role** to **"Supervisor and/or Co-Supervisor"**.
4. Fill the available fields based on the data in your information, and don't forget to fill other items under **Additional Information**.
5. Specify the **Primary Audience** to **"Research Associate"**.
6. Click the **"Save"** button once you've finished editing.

Primary or Co-Supervisor *(Below records should come from Teaching & Supervision > Research-based Degree Supervision, where the [Role] = Supervisor and/or Co-Supervisor)*

Research Associate *(Presented in reverse chronological order by date, list down records where the [Primary Audience] = Research Associate)*

Teaching and Education Activities > Research Supervision > Primary Supervision > Research Associate

[Start – End Date]	[UofT Supervisory Role]. [Year / Stage]. Supervisee Name(s): Student name], [Graduate Unit], [Collaborative Program]. Supervisee Position: [Supervisee Position], Supervisee Institution: [Supervisee Institution]. Research Project Title: [Thesis title], Group Supervision – <i>print label if [Group Supervision] is checked</i> , Non-thesis Project – <i>print label if [Non-thesis Project] is checked</i> . Awards: [Supervisee Awards Attained]. Supervisor(s): [Supervisor]. Collaborator(s): [Collaborators]. Completed: [Year Completed]. [Description]. Total Hours: [Total Hours].
--------------------	--

Step 1: Find "Teaching & Supervision" and Click "Add New"



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Scholarly & creative works

Claimed

- 11 books
- 6 chapters
- 5 commercializations
- 7 conferences
- 9 journal articles
- 1 monograph
- 6 other publications
- and 28 more scholarly & creative wo...

+ ADD NEW VIEW ALL

Grants & contracts

Claimed

- 28 sponsored research agreements
- 7 financial conflicts
- 8 salary support and other fundings

+ ADD NEW VIEW ALL

Professional activities

- 2 activity or event organizing
- 4 activity or event participations
- 7 committee memberships
- 2 conference reviews / referees
- 26 honours / awards / distinctions
- 3 grant application assessments
- 4 journal review / referee
- 2 media relations
- and 23 more professional activities »

+ ADD NEW VIEW ALL

Teaching & supervision

- 3 courses developed
- 4 courses taught
- 1 guest lecture
- 12 research-based degree supervisi...

+ ADD NEW VIEW ALL

Step 2: Find and Click “**Research-based Degree Supervision**”.

Step 3-5: Follow the previous steps, making sure to select any important options from the dropdown menu if specified in the red instructions of each record. And don’t forget to hit SAVE.

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Add a new teaching & supervision



Select teaching & supervision type

Course-based Degree Supervision	Course Developed	Course Taught	Guest Lecture
Open Access Teaching Material	Other Teaching Responsibility	Program Developed	Research-based Degree Supervision
Student Mentoring	Teaching Workshop	Thesis Examination	Aggregate Teaching Evaluation (MED)
Clinical Supervision (MED)			

CANCEL

Mentorship

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Mentorship *(Below records should come from Teaching & supervision>Student Mentoring)*

Research Associate *(Presented in reverse chronological order by date, list down records where the [Primary Audience] = Research Associate)*

Teaching and Education Activities > Mentorship > Research Associate

[Start – End Date] [Mentee/Preceptorship Type], [Mentee], [Mentee Institution (Name, Organisation, Street Address, City, State or province, Country)], [Mentee Title], [Year / Stage].
[Division], [FOM Department], [Faculty]. Formal Mentorship – *print if [Formal] is checked*. No. of Encounters per Year: [Number of Encounters], Total Hours: [Total Hours]
[Description].

Postdoctoral Research Fellow (PhD) *(Presented in reverse chronological order by date, list down records where the Primary Audience [c-med-tg-primary-audience] = Postdoctoral Research Fellow (PhD))*

Teaching and Education Activities > Mentorship > Clinical Research Fellow (PhD)

Record format same as for Research Associate

Clinical Research Fellow (MD) *(Presented in reverse chronological order by date, list down records where the Primary Audience [c-med-tg-primary-audience] = Clinical Research Fellow (MD))*

Teaching and Education Activities > Mentorship > Clinical Research Fellow (MD)

Record format same as for Research Associate

Graduate Education *(Presented in reverse chronological order by date, list down records where the Primary Audience [c-med-tg-primary-audience] = Graduate Education)*

Teaching and Education Activities > Mentorship > Graduate Education

Record format same as for Research Associate

Postgraduate Medical Education *(Presented in reverse chronological order by date, list down records where the Primary Audience [c-med-tg-primary-audience] = Postgraduate MD)*

Teaching and Education Activities > Mentorship > Postgraduate MD

Record format same as for Research Associate

Undergraduate Medical Education *(Presented in reverse chronological order by date, list down records where the Primary Audience [c-med-tg-primary-audience] = Undergraduate MD)*

Teaching and Education Activities > Mentorship > Undergraduate MD

Record format same as for Research Associate

Undergraduate Education *(Presented in reverse chronological order by date, list down records where the Primary Audience [c-med-tg-primary-audience] = Undergraduate Education)*

Teaching and Education Activities > Mentorship > Undergraduate Education

Record format same as for Research Associate

Faculty Development *(Presented in reverse chronological order by date, list down records where the Primary Audience [c-med-tg-primary-audience] = Faculty Development)*

Teaching and Education Activities > Mentorship > Faculty Development

Record format same as for Research Associate

Patient and Public Education *(Presented in reverse chronological order by date, list down records where the Primary Audience [c-med-tg-primary-audience] = Patient and Public Education)*

Teaching and Education Activities > Mentorship > Patient and Public Education

Record format same as for Research Associate

Multilevel Education *(Presented in reverse chronological order by date, list down records where the Primary Audience [c-med-tg-primary-audience] = Multilevel Education)*

Teaching and Education Activities > Mentorship > Multilevel Education

Record format same as for Research Associate

Other *(Presented in reverse chronological order by date, list down records where the Primary Audience [c-med-tg-primary-audience] = Other and/or Null)*

Teaching and Education Activities > Mentorship > Other

Record format same as for Research Associate

Curation Steps

An example will demonstrate how to create records. Follow the **red instructions** for each record, noting that differences are usually in selecting options from a dropdown menu or check-off the checkbox.

1. Find **"Teaching & Supervision"** module and Click **"Add New"**.
2. Find and Click **"Student Mentoring"**.
3. Fill the available fields based on the data in your information, and don't forget to fill other items under **Additional Information**.
4. Specify the **Primary Audience** to **"Research Associate"**.
5. Click the **"Save"** button once you've finished editing.

Mentorship *(Below records should come from Teaching & supervision>Student Mentoring)*

Research Associate *(Presented in reverse chronological order by date, list down records where the [Primary Audience] = Research Associate)*

Teaching and Education Activities > Mentorship > Research Associate

[Start – End Date]	[Mentee/Preceptorship Type], [Mentee], [Mentee Institution (Name, Organisation, Street Address, City, State or province, Country)], [Mentee Title], [Year / Stage]. [Division], [FOM Department], [Faculty]. Formal Mentorship – <i>print if [Formal] is checked</i> . No. of Encounters per Year: [Number of Encounters], Total Hours: [Total Hours]. [Description].
--------------------	---

Step 1: Find "Teaching & Supervision" and Click "Add New"



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EDIT MY PROFILE

Scholarly & creative works

Claimed

- 11 books
- 6 chapters
- 5 commercializations
- 7 conferences
- 9 journal articles
- 1 monograph
- 6 other publications
- and 28 more scholarly & creative wo...

+ ADD NEW

VIEW ALL

Grants & contracts

Claimed

- 28 sponsored research agreements
- 7 financial conflicts
- 8 salary support and other fundings

+ ADD NEW

VIEW ALL

Professional activities

- 2 activity or event organizing
- 4 activity or event participations
- 7 committee memberships
- 2 conference reviews / referees
- 26 honours / awards / distinctions
- 3 grant application assessments
- 4 journal review / referee
- 2 media relations
- and 23 more professional activities »

+ ADD NEW

VIEW ALL

Teaching & supervision

- 3 courses developed
- 4 courses taught
- 1 guest lecture
- 12 research-based degree supervisi...

+ ADD NEW

VIEW ALL

Step 2: Find and Click “**Student Mentoring.**

Step 3-5: Follow the previous steps, making sure to select any important options from the dropdown menu if specified in the red instructions of each record. And don’t forget to hit SAVE.

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Add a new teaching & supervision



Select teaching & supervision type

Course-based Degree Supervision	Course Developed	Course Taught	Guest Lecture
Open Access Teaching Material	Other Teaching Responsibility	Program Developed	Research-based Degree Supervision
Student Mentoring	Teaching Workshop	Thesis Examination	Aggregate Teaching Evaluation (MED)
Clinical Supervision (MED)			

CANCEL

Innovations and Development in Teaching and Education

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Innovations and Development in Teaching and Education (Below records should come from Teaching & supervision>Course Developed)

Graduate Education (Presented in reverse chronological order by date, list down records where the Primary Audience [c-med-tg-primary-audience] = Graduate Education)

Teaching and Education Activities > Innovations and Development in Teaching and Education

[Start – End Date] [Title]. [Faculty], [University Department], [Division], [Institution/ Organization].
[Description].
[Impact].
[Yearly Details > Reporting Year]: [Hours] hrs.

Undergraduate Education (Presented in reverse chronological order by date, list down records where the Primary Audience [c-med-tg-primary-audience] = Undergraduate Education)

Teaching and Education Activities > Innovations and Development in Teaching and Education

Record format same as for Graduate Education

Undergraduate Medical Education (Presented in reverse chronological order by date, list down records where the Primary Audience [c-med-tg-primary-audience] = Undergraduate MD)

Teaching and Education Activities > Innovations and Development in Teaching and Education

Record format same as for Graduate Education

Postgraduate Medical Education (Presented in reverse chronological order by date, list down records where the Primary Audience [c-med-tg-primary-audience] = Postgraduate MD)

Teaching and Education Activities > Innovations and Development in Teaching and Education

Record format same as for Graduate Education

Faculty Development (Presented in reverse chronological order by date, list down records where the Primary Audience [c-med-tg-primary-audience] = Faculty Development)

Teaching and Education Activities > Innovations and Development in Teaching and Education

Record format same as for Graduate Education

Patient and Public Education (Presented in reverse chronological order by date, list down records where the Primary Audience [c-med-tg-primary-audience] = Patient and Public Education)

Teaching and Education Activities > Innovations and Development in Teaching and Education

Record format same as for Graduate Education

Clinical Research Fellow (MD) (Presented in reverse chronological order by date, list down records where the Primary Audience [c-med-tg-primary-audience] = Clinical Research Fellow (MD))

Teaching and Education Activities > Innovations and Development in Teaching and Education> Clinical Research Fellow (MD)

Record format same as for Graduate Education

Postdoctoral Research Fellow (PhD) (Presented in reverse chronological order by date, list down records where the Primary Audience [c-med-tg-primary-audience] = Postdoctoral Research Fellow (PhD))

Teaching and Education Activities > Innovations and Development in Teaching and Education> Postdoctoral Research Fellow(PhD)

Record format same as for Graduate Education

Research Associate (Presented in reverse chronological order by date, list down records where the Primary Audience [c-med-tg-primary-audience] = Research Associate)

Teaching and Education Activities > Innovations and Development in Teaching and Education> Research Associate

Record format same as for Graduate Education

Multilevel Education (Presented in reverse chronological order by date, list down records where the Primary Audience [c-med-tg-primary-audience] = Multilevel Education)

Teaching and Education Activities > Innovations and Development in Teaching and Education> Multilevel Education

Record format same as for Graduate Education

Other (Presented in reverse chronological order by date, list down records where the Primary Audience [c-med-tg-primary-audience] = Other and/or Null)

Teaching and Education Activities > Innovations and Development in Teaching and Education> Other

Record format same as for Graduate Education

Curation Steps

An example will demonstrate how to create records. Follow the **red instructions** for each record, noting that differences are usually in selecting options from a dropdown menu or check-off the checkbox.

1. Find **"Teaching & Supervision"** module and Click **"Add New"**.
2. Find and Click **"Course Developed"**.
3. Fill the available fields based on the data in your information, and don't forget to fill other items under **Additional Information**.
4. Specify the **Primary Audience** to **"Graduate Education"**.
5. Click the **"Save"** button once you've finished editing.

Innovations and Development in Teaching and Education *(Below records should come from Teaching & supervision>Course Developed)*

Graduate Education *(Presented in reverse chronological order by date, list down records where the Primary Audience [c-med-ts-primary-audience] = Graduate Education)*

Teaching and Education Activities > Innovations and Development in Teaching and Education

[Start – End Date] [Title]. [Faculty], [University Department], [Division], [Institution/ Organization].

[Description].

[Impact].

[Yearly Details > Reporting Year]: [Hours] hrs.

Step 1: Find "Teaching & Supervision" and Click "Add New"



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Scholarly & creative works

Claimed

- 11 books
- 6 chapters
- 5 commercializations
- 7 conferences
- 9 journal articles
- 1 monograph
- 6 other publications
- and 28 more scholarly & creative wo...

+ ADD NEW VIEW ALL

Grants & contracts

Claimed

- 28 sponsored research agreements
- 7 financial conflicts
- 8 salary support and other fundings

+ ADD NEW VIEW ALL

Professional activities

- 2 activity or event organizing
- 4 activity or event participations
- 7 committee memberships
- 2 conference reviews / referees
- 26 honours / awards / distinctions
- 3 grant application assessments
- 4 journal review / referee
- 2 media relations
- and 23 more professional activities »

+ ADD NEW VIEW ALL

Teaching & supervision

- 3 courses developed
- 4 courses taught
- 1 guest lecture
- 12 research-based degree supervisi...

+ ADD NEW VIEW ALL

Step 2: Find and Click “**Course Developed**.”

Step 3-5: Follow the previous steps, making sure to select any important options from the dropdown menu if specified in the red instructions of each record. And don’t forget to hit SAVE.

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Add a new teaching & supervision



Select teaching & supervision type

Course-based Degree Supervision	Course Developed	Course Taught	Guest Lecture
Open Access Teaching Material	Other Teaching Responsibility	Program Developed	Research-based Degree Supervision
Student Mentoring	Teaching Workshop	Thesis Examination	Aggregate Teaching Evaluation (MED)
Clinical Supervision (MED)			

CANCEL

Aggregate Teaching Evaluations

[Return to Table of Contents](#)

Curation Steps

An example will demonstrate how to create records. Follow the **red instructions** for each record, noting that differences are usually in selecting options from a dropdown menu or check-off the checkbox.

1. Find **"Teaching & Supervision"** module and Click **"Add New"**.
2. Find and Click **"Aggregate Teaching Evaluations (MED)"**.
3. Specify the **Primary Audience** to **"Undergraduate MD"**.
4. Fill the remaining fields based on the data in your information.
5. Click the **"Save"** button once you've finished editing.

Aggregate Teaching Evaluations *(Below records should come from Teaching & supervision>Aggregate Teaching Evaluations (MED))*

Undergraduate Medical Education *(Presented in reverse chronological order by date, list down records where the Primary Audience [c-med-ts-primary-audience] = Undergraduate MD)*

Teaching and Education Activities > Aggregate Teaching Evaluations> Undergraduate MD

[Start – End Date] [Source]. [Faculty], [University Department], [Division].
Number of Student Evaluations: [Number of Student Evaluations]
Teaching Effectiveness Score (Individual Mean): [Teaching Effectiveness Score (Individual Mean)]
City Wide Mean: [City-Wide Mean]
Hospital Mean: [Hospital Mean]
Division Mean: [Division Mean]
Quintile: [Quintile]
Evaluation Details: [Evaluation Details]

Postgraduate Medical Education *(Presented in reverse chronological order by date, list down records where the Primary Audience [c-med-ts-primary-audience] = Postgraduate MD)*

Teaching and Education Activities > Aggregate Teaching Evaluations

Record format same as for undergraduate Medical Education

Step 1: Find "Teaching & Supervision" and Click "Add New"



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Scholarly & creative works

Claimed

- 11 books
- 6 chapters
- 5 commercializations
- 7 conferences
- 9 journal articles
- 1 monograph
- 6 other publications

and 28 more scholarly & creative wo...

+ ADD NEW

VIEW ALL

Grants & contracts

Claimed

- 28 sponsored research agreements
- 7 financial conflicts
- 8 salary support and other fundings

+ ADD NEW

VIEW ALL

Professional activities

- 2 activity or event organizing
- 4 activity or event participations
- 7 committee memberships
- 2 conference reviews / referees
- 26 honours / awards / distinctions
- 3 grant application assessments
- 4 journal review / referee
- 2 media relations

and 23 more professional activities »

+ ADD NEW

VIEW ALL

Teaching & supervision

- 3 courses developed
- 4 courses taught
- 1 guest lecture
- 12 research-based degree supervisi...

+ ADD NEW

VIEW ALL

Step 2: Find and Click “**Aggregate Teaching Evaluation (MED)**”.

Step 3-5: Follow the previous steps, making sure to select any important options from the dropdown menu if specified in the red instructions of each record. And don’t forget to hit SAVE.

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Add a new teaching & supervision



Select teaching & supervision type

Course-based Degree Supervision	Course Developed	Course Taught	Guest Lecture
Open Access Teaching Material	Other Teaching Responsibility	Program Developed	Research-based Degree Supervision
Student Mentoring	Teaching Workshop	Thesis Examination	Aggregate Teaching Evaluation (MED)
Clinical Supervision (MED)			

CANCEL



TEMERTY FACULTY OF MEDICINE
UNIVERSITY OF TORONTO

3. Service

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Temerty
Medicine

Positions Held and Leadership Experience

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Positions Held and Leadership Experience *(Below records should come from Professional Activities>Office Held)*

Service > Positions Held and Leadership Experience > Clinical

Clinical *(Presented in reverse chronological order by date, list down records where the Type [c-med-pa-office-held-type] = Clinical)*

[Start-End Dates] [Title / Position]. [Division], [Department], [Faculty / School], [Institution (Organization name, Street address, City, State or province, Country)].
[Description]

Service > Positions Held and Leadership Experience > Consulting

Consulting *(Presented in reverse chronological order by date, list down records where the Type [c-med-pa-office-held-type] = Consulting)*

Record format same as for Clinical

Service > Positions Held and Leadership Experience > Hospital

Hospital *(Presented in reverse chronological order by date, list down records where the Type [c-med-pa-office-held-type] = Hospital)*

Record format same as for Clinical

Service > Positions Held and Leadership Experience > Research

Research *(Presented in reverse chronological order by date, list down records where the Type [c-med-pa-office-held-type] = Research)*

Record format same as for Clinical

Service > Positions Held and Leadership Experience > University

University *(Presented in reverse chronological order by date, list down records where the Type [c-med-pa-office-held-type] = University)*

Record format same as for Clinical

University – Cross Appointment

(Presented in reverse chronological order by date, list down records where the Type [c-med-pa-office-held-type] = University – Cross Appointment)

Record format same as for Clinical

Service > Positions Held and Leadership Experience > Work Interruptions

Work Interruptions *(Presented in reverse chronological order by date, list down records where the Type [c-med-pa-office-held-type] = Work Interruptions)*

Record format same as for Clinical

Service > Positions Held and Leadership Experience > Other

Other *(Presented in reverse chronological order by date, list down records where the Type [c-med-pa-office-held-type] = Other and/or Null)*

Record format same as for Clinical

Curation Steps

An example will demonstrate how to create records. Follow the **red instructions** for each record, noting that differences are usually in selecting options from a dropdown menu. **Blue text** indicates how to verify each dropdown or checkbox.

- 1. Find **"Professional Activities"** module and Click **"Add New"**.
- 2. Find and Click **"Office Held"**.
- 3. Fill the available fields based on the data in your information, and don't forget to fill other items under **Additional Information**.
- 4. Specify the **Type** of your **Positions Held and Leadership Experience** (In this example, **"Clinical"** is selected).
- 5. Click the **"Save"** button once you've finished editing.

Note: Elements will automatically distinguish whether the appointments are current or previous by algorithm (**End date = Blank = Present**).

Positions Held and Leadership Experience

(Below records should come from Professional Activities>Office Held)

Service > Positions Held and Leadership Experience > Clinical

Clinical *(Presented in reverse chronological order by date, list down records where the Type [c-med-pa-office-held-type] = Clinical)*

[Start-End Dates]	[Title / Position]. [Division], [Department], [Faculty / School], [Institution (Organization name, Street address, City, State or province, Country)].
	[Description]

Step 1: Find "Find Professional Activities" and Click "Add New"



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Adding your ORCID iD can help us find your scholarly & creative works across the web. You can also choose to send your scholarly & creative works from DiscoverResearch to your ORCID account.

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✉ arnold.alfonso@utoronto.ca

EDIT MY PROFILE

Scholarly & creative works

Claimed

- 11 books
- 6 chapters
- 5 commercializations
- 7 conferences
- 9 journal articles
- 1 monograph
- 6 other publications
- and 28 more scholarly & creative wo...

+ ADD NEW VIEW ALL

Grants & contracts

Claimed

- 28 sponsored research agreements
- 7 financial conflicts
- 8 salary support and other fundings

+ ADD NEW VIEW ALL

Professional activities

- 2 activity or event organizing
- 4 activity or event participations
- 7 committee memberships
- 2 conference reviews / referees
- 26 honours / awards / distinctions
- 3 grant application assessments
- 4 journal review / referee
- 2 media relations
- and 23 more professional activities »

+ ADD NEW VIEW ALL

Teaching & supervision

- 3 courses developed
- 4 courses taught
- 1 guest lecture
- 12 research-based degree supervisi...

+ ADD NEW VIEW ALL

Step 2: Find and Click "Office Held".

Step 3-5: Follow the previous steps, making sure to select any important options from the dropdown menu if specified in the red instructions of each record. Don't forget to expand Additional Information and complete those fields. And, click SAVE after editing.

Add a new professional activity



Select professional activity type

Activity or Event Organizing

Activity or Event Participation

Award Application Assessment

Committee Membership

Community Service

Community / Patient Workshop

Conference Review / Referee

Consulting / Advisory

Honour / Award / Distinction

Editorial

Expert Witness

Grant Application Assessment

Institutional Review

Journal Review / Referee

Media Relation

Membership

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Administrative Activities

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Administrative Activities *(Below records should come from Professional Activities>Committee Membership)*

International *(Presented in reverse chronological order by date, list down records where the [c-med-pa-geographical-scope] = International)*

Service > Administrative Activities> International

[institution] *(Records associated with the same institution will be listed beneath a single instance of the institution's name)*

[start – end date] Committee role, Committee name, Faculty, FOM Department, Division, (Institution address [street address, City, State or province, Country, Zip code/postcode]), Primary audience, Total Hours: [Hours].

National *(Presented in reverse chronological order by date, list down records where the [c-med-pa-geographical-scope] = National)*

Service > Administrative Activities> National

[institution]

(Record format same as for International)

Provincial/Regional *(Presented in reverse chronological order by date, list down records where the [c-med-pa-geographical-scope] = Provincial/Regional)*

Service > Administrative Activities> Provincial/Regional

[institution]

(Record format same as for International)

Local *(Presented in reverse chronological order by date, list down records where the [c-med-pa-geographical-scope] = Local)*

Service > Administrative Activities> Local

[institution]

(Record format same as for International)

Other *(Presented in reverse chronological order by date, list down records where the [c-med-pa-geographical-scope] = Null)*

Service > Administrative Activities> Other

[institution]

(Record format same as for International)

Curation Steps

An example will demonstrate how to create records. Follow the red instructions for each record, noting that differences are usually in selecting options from a dropdown menu. Blue text indicates how to verify each dropdown or checkbox.

- 1. Find "Professional Activities" module and Click "Add New".
- 2. Find and Click "Committee Membership".
- 3. Fill the available fields based on the data in your information, and don't forget to fill other items under Additional Information.
- 4. Choose "International" or "National" or "Provincial/Regional" or "Local" for "Geographic Scope" (In this example "International" is selected).
- 5. Click the "Save" button once you've finished editing.

Administrative Activities *(Below records should come from Professional Activities>Committee Membership)*

International *(Presented in reverse chronological order by date, list down records where the [c-med-pa-geographical-scope] = International)*

Service > Administrative Activities> International

[institution] (Records associated with the same institution will be listed beneath a single instance of the institution's name)

<i>[start – end date]</i>	Committee role, Committee name, Faculty, FOM Department, Division, (Institution address [street address, City, State or province, Country, Zip code/postcode]), Primary audience. Total Hours: [Hours].
---------------------------	---

Step 1: Find "Find Professional Activities" and Click "Add New"



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EDIT MY PROFILE

Scholarly & creative works

Claimed

- 11 books
- 6 chapters
- 5 commercializations
- 7 conferences
- 9 journal articles
- 1 monograph
- 6 other publications

and 28 more scholarly & creative wo...

+ ADD NEW VIEW ALL

Grants & contracts

Claimed

- 28 sponsored research agreements
- 7 financial conflicts
- 8 salary support and other fundings

+ ADD NEW VIEW ALL

Professional activities

- 2 activity or event organizing
- 4 activity or event participations
- 7 committee memberships
- 2 conference reviews / referees
- 26 honours / awards / distinctions
- 3 grant application assessments
- 4 journal review / referee
- 2 media relations

and 23 more professional activities »

+ ADD NEW VIEW ALL

Teaching & supervision

- 3 courses developed
- 4 courses taught
- 1 guest lecture
- 12 research-based degree supervisi...

+ ADD NEW VIEW ALL

Step 2: Find and Click “Committee Membership”.

Step 3-5: Follow the previous steps, making sure to select any important options from the dropdown menu if specified in the red instructions of each record. Don't forget to expand Additional Information and complete those fields. And, click SAVE after editing.

Add a new professional activity



Select professional activity type

Activity or Event Organizing

Activity or Event Participation

Award Application Assessment

Committee Membership

Community Service

Community / Patient Workshop

Conference Review / Referee

Consulting / Advisory

Honour / Award / Distinction

Editorial

Expert Witness

Grant Application Assessment

Institutional Review

Journal Review / Referee

Media Relation

Membership

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Additional Information

10 additional fields

^

Geographical Scope	[None]	?
Faculty	[None]	?
FOM Department	100 characters remaining.	
Division		?
Description		?
Hours		
Educational Administration		?
Attach to Audience in TER		
Primary Audience	[None]	?
Attach to CPA		?

Please select the **Geographical Scope** from this picklist

Geographical Scope

Faculty

FOM Department

✓ [None]

International

Local

National

Provincial/Regional

Professional Associations

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Professional Associations *(Presented in reverse chronological order by date, below records should come from Professional Activities>Membership)*

Service> Professional Associations

[Start – End Dates] [Role], [Association Name (Organization, Department, Street Address, City, State or province, Country)], [Membership Number].

Curation Steps

1. Find "**Professional Activities**" module and Click "**Add New**"
2. Find and Click "**Membership**"
3. Fill the available fields based on the data in your information, and don't forget to fill other items under **Additional Information**.
4. Click the "**Save**" button once you've finished editing

Step 1: Find "Find Professional Activities" and Click "Add New"



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Grants & contracts

Claimed

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+ ADD NEW VIEW ALL

Professional activities

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- 4 activity or event participations
- 7 committee memberships
- 2 conference reviews / referees
- 26 honours / awards / distinctions
- 3 grant application assessments
- 4 journal review / referee
- 2 media relations
- and 23 more professional activities »

+ ADD NEW VIEW ALL

Teaching & supervision

- 3 courses developed
- 4 courses taught
- 1 guest lecture
- 12 research-based degree supervisi...

+ ADD NEW VIEW ALL

Step 2: Find and Click “**Membership**”.

Step 3-4: Follow the previous steps, making sure to select any important options from the dropdown menu if specified in the red instructions of each record. Don't forget to expand **Additional Information** and complete those fields. And, click **SAVE** after editing.

Add a new professional activity



Select professional activity type

Activity or Event Organizing

Activity or Event Participation

Award Application Assessment

Committee Membership

Community Service

Community / Patient Workshop

Conference Review / Referee

Consulting / Advisory

Honour / Award / Distinction

Editorial

Expert Witness

Grant Application Assessment

Institutional Review

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Peer Review Activities

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Peer Review Activities

Associate or Section Editing/Editorial Boards *(Presented in reverse chronological order by date, below records should come from Professional Activities>Editorial)*

Research Activities > Peer Review Activities > Associate or Section Editing > Editor

[start-date – end-date] [Role]. [Publication], [Type], Number of reviews: [Works reviewed/refereed during time frame].
[Description].

Grant Reviews *(Presented in reverse chronological order by date, below records should come from Professional Activities>Grant Application Assessment)*

Research Activities > Peer Review Activities > Grant Reviews

[start-date – end-date] [Role]. [Institution (Name, Organisation, Department, Street address, City, State or province, Country)], [Organization (Name, Organisation, Department, Street address, City, State or province, Country)], Number of reviews: [Number of applications assessed].
[Description].

Manuscript Reviews *(Presented in reverse chronological order by date, below records should come from Professional Activities>Journal Review / Referee)*

Research Activities > Peer Review Activities > Manuscript Reviews

[start-date – end-date] [Role]. [Journal], [Review type], Number of reviews: [Works reviewed/refereed during time frame].
[Description].

Presentation Reviews *(Presented in reverse chronological order by date, below records should come from Professional Activities>Conference Review / Referee)*

Research Activities > Peer Review Activities > Presentation Reviews

[start-date – end-date] [Role]. Name of Conference: [Title], [Conference host (Name, Organisation, Department, Street address, City, State or province, Country)], [Review type], Number of reviews: [Works reviewed/refereed during time frame].

Curation Steps

1. Find "**Professional Activities**" module and Click "**Add New**".
2. Find and Click the Info Type for activity you want to capture:
 - Choose "**Editorial**" if you are looking for "**Associate or Section Editing/Editorial Boards**".
 - Choose "**Grant Application Assessment**" if you are looking for "**Grant Reviews**".
 - Choose "**Journal Review/Referee**" if you are looking for "**Manuscript Reviews**".
 - Choose "**Conference Review/Referee**" if you are looking for "**Presentation Reviews**".
3. Fill the available fields based on the data in your information, and don't forget to fill other items under **Additional Information**.
4. Click the "**Save**" button once you've finished editing.

Step 1: Find "Find Professional Activities" and Click "Add New"



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- and 28 more scholarly & creative wo...

+ ADD NEW VIEW ALL

Grants & contracts

Claimed

- 28 sponsored research agreements
- 7 financial conflicts
- 8 salary support and other fundings

+ ADD NEW VIEW ALL

Professional activities

- 2 activity or event organizing
- 4 activity or event participations
- 7 committee memberships
- 2 conference reviews / referees
- 26 honours / awards / distinctions
- 3 grant application assessments
- 4 journal review / referee
- 2 media relations
- and 23 more professional activities »

+ ADD NEW VIEW ALL

Teaching & supervision

- 3 courses developed
- 4 courses taught
- 1 guest lecture
- 12 research-based degree supervisi...

+ ADD NEW VIEW ALL

Step 2: Find and click the **Info Type** you want to add.

Step 3-4: Follow the previous steps, making sure to select any important options from the dropdown menu if specified in the red instructions of each record. Don't forget to expand **Additional Information** and complete those fields. And, click **SAVE** after editing.

Add a new professional activity



Select professional activity type

Activity or Event Organizing

Activity or Event Participation

Award Application Assessment

Committee Membership

Community Service

Community / Patient Workshop

Conference Review / Referee

Consulting / Advisory

Honour / Award / Distinction

Editorial

Expert Witness

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Other Noteworthy Activities

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Other Noteworthy Activities *(Presented in reverse chronological order by date, below records should come from Professional Activities>Activity or Event Participation)*

Research Activities>Other Noteworthy Activities

[Start-End Dates]	Event Type: [Type]. [Organization (Name, Department, Street address, City, State or province, Country)], [Description], [Primary Audience]. Results / Evaluation: [Result Evaluation]
-------------------	--

Curation Steps

1. Find "**Professional Activities**" module and Click "**Add New**".
2. Find and Click "**Activity or Event Participation**".
3. Fill the available fields based on the data in your information, and don't forget to fill other items under **Additional Information**.
4. Click the "**Save**" button once you've finished editing.

Step 1: Find "Find Professional Activities" and Click "Add New"



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EDIT MY PROFILE

Scholarly & creative works

Claimed

- 11 books
- 6 chapters
- 5 commercializations
- 7 conferences
- 9 journal articles
- 1 monograph
- 6 other publications
- and 28 more scholarly & creative wo...

+ ADD NEW

VIEW ALL

Grants & contracts

Claimed

- 28 sponsored research agreements
- 7 financial conflicts
- 8 salary support and other fundings

+ ADD NEW

VIEW ALL

Professional activities

- 2 activity or event organizing
- 4 activity or event participations
- 7 committee memberships
- 2 conference reviews / referees
- 26 honours / awards / distinctions
- 3 grant application assessments
- 4 journal review / referee
- 2 media relations
- and 23 more professional activities »

+ ADD NEW

VIEW ALL

Teaching & supervision

- 3 courses developed
- 4 courses taught
- 1 guest lecture
- 12 research-based degree supervisi...

+ ADD NEW

VIEW ALL

Step 2: Find and click the “**Activity or Event Participation**”.

Step 3-4: Follow the previous steps, making sure to select any important options from the dropdown menu if specified in the red instructions of each record. Don't forget to expand **Additional Information** and complete those fields. And, click SAVE after editing.

Add a new professional activity



Select professional activity type

Activity or Event Organizing

Activity or Event Participation

Award Application Assessment

Committee Membership

Community Service

Community / Patient Workshop

Conference Review / Referee

Consulting / Advisory

Honour / Award / Distinction

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TEMERTY FACULTY OF MEDICINE
UNIVERSITY OF TORONTO

4. Honours and Career Awards

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Temerty
Medicine

Distinctions

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Distinctions (Below records should come from Professional Activities> [Honour / Award / Distinction](#), where the Type is "Any" or "Null", and the Recognition for is not Teaching and Education and/or Student or Trainee)

International (List down records where the Geographical Scope is International)

[Honours and Career Awards](#)> Distinctions > International

Received (Presented in reverse chronological order by date, list down records where the Nomination Status is Awarded)

[start-date – end-date] [\[Honour, Award or Distinction Name\]](#), [Role], [Organization (Institution name, Organisation, Department, Street address, City, State or province, Country)]. ([Type], Specialty: [\[Specialty\]](#)). [Description]. Total Amount: [Funds Awarded].

Nominated (Presented in reverse chronological order by date, list down records where the Nomination Status is Nominated)

Record format same as for Received

Submitted (Presented in reverse chronological order by date, list down records where the Nomination Status is Submitted)

Record format same as for Received

National (List down records where the Geographical Scope is National)

[Honours and Career Awards](#)> Distinctions > National

Record level format same as for International

Provincial / Regional (List down records where the Geographical Scope is Provincial/Regional)

[Honours and Career Awards](#)> Distinctions > Provincial/Regional

Record level format same as for International

Local (List down records where the Geographical Scope is [Local](#) and/or Internal (U of T))

[Honours and Career Awards](#)> Distinctions > Local

Record level format same as for International

Other (List down records where the Geographical Scope is blank)

[Honours and Career Awards](#)> Distinctions > Other

Record level format same as for International

Curation Steps

An example will demonstrate how to create records. Follow the **red instructions** for each record, noting that differences are usually in selecting options from a dropdown menu. **Blue text** indicates how to verify each dropdown or checkbox.

1. Find **"Professional Activities"** module and Click **"Add New"**.
2. Find and Click **"Honour/Award/Distinction"**.
3. Set **Type** to **"Distinction"**.
4. Choose the value for **Recognition for** field.
5. Choose **"International," "National," "Provincial/Regional,"** or **"Local"** for **"Geographic Scope."** (In this example, **"International"** is selected).
6. Specify the **Nomination Status** from **"Received," "Nominated,"** or **"Submitted"** (In this example, **"Received"** is selected).
7. Fill the remaining fields based on the data in your information, and don't forget to fill other items under **Additional Information**.
8. Click the **"Save"** button once you've finished editing.

Teaching and Education Awards

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Teaching and Education Awards *(Below records should come from Professional Activities> Honour / Award / Distinction, where the Recognition for is Teaching and Education, and the Type is either Any or Null)*

International *(List down records where the Geographical Scope is International)*

Honours and Career Awards> Teaching and Education Awards > International

Received *(Presented in reverse chronological order by date, list down records where the Nomination Status is Awarded)*

[start-date – end-date] [Honour, Award or Distinction Name], [Description], [Faculty], [FOM Department], [Division], [Institution (Name, Organisation, Street address, City, State or province, Country)], ([Primary Audience], [Year/Stage], Specialty: [Specialty]), Description. Total Amount: [Funds Awarded].

Nominated *(Presented in reverse chronological order by date, list down records where the Nomination Status is Nominated)*

Record format same as for Received

Submitted *(Presented in reverse chronological order by date, list down records where the Nomination Status is Submitted)*

Record format same as for Received

National *(List down records where the Geographical Scope is National)*

Honours and Career Awards> Teaching and Education Awards > National

Record level format same as for International

Provincial / Regional *(List down records where Geographical Scope is Provincial/Regional)*

Honours and Career Awards> Teaching and Education Awards > Provincial/Regional

Record level format same as for International

Local *(List down records where the Geographical Scope is Local and/or Internal (U of T))*

Honours and Career Awards> Teaching and Education Awards > Local

Record level format same as for International

Other *(List down records where the Geographical Scope is Blank)*

Honours and Career Awards> Teaching and Education Awards > Other

Record level format same as for International

Curation Steps

An example will demonstrate how to create records. Follow the **red instructions** for each record, noting that differences are usually in selecting options from a dropdown menu. **Blue text** indicates how to verify each dropdown or checkbox.

1. Find **"Professional Activities"** module and Click **"Add New"**.
2. Find and Click **"Honour/Award/Distinction"**.
3. Set **Type** to **"Distinction"**.
4. Set **Recognition for** to **"Teaching and Education"**.
5. Choose **"International," "National," "Provincial/Regional,"** or **"Local"** for **"Geographic Scope."** (In this example, **"International"** is selected).
6. Specify the **Nomination Status** from **"Received," "Nominated,"** or **"Submitted"** (In this example, **"Received"** is selected).
7. Fill the remaining fields based on the data in your information, and don't forget to fill other items under **Additional Information**.
8. Click the **"Save"** button once you've finished editing.

Student/Trainee Awards

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Curation Steps

An example will demonstrate how to create records. Follow the **red instructions** for each record, noting that differences are usually in selecting options from a dropdown menu. **Blue text** indicates how to verify each dropdown or checkbox.

1. Find "**Professional Activities**" module and Click "**Add New**"
2. Find and Click "**Honour/Award/Distinction**"
3. Set **Type** to "**Distinction**" or "**Fellowship**".
4. Set **Recognition for** to "**Student or Trainee**".
5. Choose "**International**," "**National**," "**Provincial/Regional**," or "**Local**" for "**Geographic Scope**." (In this example, "**International**" is selected).
6. Specify the **Nomination Status** from "**Received**," "**Nominated**," or "**Submitted**" (In this example, "**Received**" is selected).
7. Fill the remaining fields based on the data in your information, and don't forget to fill other items under **Additional Information**.
8. Click the "**Save**" button once you've finished editing.

Student / Trainee Awards (Below records should come from Professional Activities> <u>Honour / Award / Distinction</u> , where the Recognition for is Student or Trainee, and the Type is either Any or Null)	
International (List down records where the Geographical Scope is International)	
<u>Honours and Career Awards> Student/Trainee Awards > International</u>	
Received (Presented in reverse chronological order by date, list down records where the Nomination Status is Awarded)	
[Start-End Dates]	[<u>Honour, Award or Distinction Name</u>], [Description], Awardee Name: [Student Recipient Name]. [Institution (Name, Organisation, Department, Street address, City, State or province, Country)]. Specialty: [Specialty]. Description. Total Amount: [Funds Awarded].
Nominated (Presented in reverse chronological order by date, list down records where the Nomination Status is Nominated)	
Record format same as for Received	
Submitted (Presented in reverse chronological order by date, list down records where the Nomination Status is Submitted)	
Record format same as for Received	
National (List down records where the Geographical Scope is National)	
<u>Honours and Career Awards> Student/Trainee Awards > National</u>	
Record level format same as for International	
Provincial / Regional (List down records where Geographical Scope is Provincial/Regional)	
<u>Honours and Career Awards> Student/Trainee Awards > Provincial/Regional</u>	
Record level format same as for International	
Local (List down records where Geographical Scope is Local and/or Internal (U of T))	
<u>Honours and Career Awards> Student/Trainee Awards > Local</u>	
Record level format same as for International	
Other (List down records where the Geographical Scope is Blank)	
<u>Honours and Career Awards> Student/Trainee Awards > Other</u>	
Record level format same as for International	

Step 1: Find "Find Professional Activities" and Click "Add New"



Homepage

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EDIT MY PROFILE

Scholarly & creative works

Claimed

- 11 books
- 6 chapters
- 5 commercializations
- 7 conferences
- 9 journal articles
- 1 monograph
- 6 other publications
- and 28 more scholarly & creative wo...

+ ADD NEW VIEW ALL

Grants & contracts

Claimed

- 28 sponsored research agreements
- 7 financial conflicts
- 8 salary support and other fundings

+ ADD NEW VIEW ALL

Professional activities

- 2 activity or event organizing
- 4 activity or event participations
- 7 committee memberships
- 2 conference reviews / referees
- 26 honours / awards / distinctions
- 3 grant application assessments
- 4 journal review / referee
- 2 media relations
- and 23 more professional activities »

+ ADD NEW VIEW ALL

Teaching & supervision

- 3 courses developed
- 4 courses taught
- 1 guest lecture
- 12 research-based degree supervisi...

+ ADD NEW VIEW ALL

Step 2: Find and click the “Honour/Award/Distinction”.

Step 3-8: Follow the previous steps, making sure to select any important options from the dropdown menu if specified in the red instructions of each record. Don't forget to expand **Additional Information** and complete those fields. And, click SAVE after editing.

Add a new professional activity



Select professional activity type

Activity or Event Organizing

Activity or Event Participation

Award Application Assessment

Committee Membership

Community Service

Community / Patient Workshop

Conference Review / Referee

Consulting / Advisory

Honour / Award / Distinction

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Grant Application Assessment

Institutional Review

Journal Review / Referee

Media Relation

Membership

Non-research Presentation

Office Held

Professional Mentorship

Introduction to CPA (MED)

CPA Activity (MED)

CANCEL

Please pay close attention when selecting these options

* Type	✓ [Select an option] Prize or Award Fellowship Distinction
Recognition for	

* Recognition for	✓ [Select an option] Research or Innovation Teaching and Education Leadership or Service Creative Professional Activity Student or Trainee
Geographic Scope	
Nomination Status	

Geographic Scope	✓ [None] Internal (U of T) Local Provincial National International
Nomination Status	
Funds Awarded	

Nomination Status	✓ [None] Submitted Nominated Awarded
Funds Awarded	



TEMERTY FACULTY OF MEDICINE
UNIVERSITY OF TORONTO

5. Creative Professional Activities

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Creative Professional Activities

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Creative Professional Activities

Creative Professional Activities > Creative Professional Activities

Professional Innovation and Creative Excellence. *(Presented in reverse chronological order by date. Below records should come from CPA Activity (MED), where the CPA Category is Professional Innovation and Creative Excellence)*

[Start – End Date] [Title] - *(title1)*
[Description].
[Impact].
[Supplementary Documentation].

[Start – End Date] [Title] - *(title2)*
[Description].
[Impact].
[Supplementary Documentation].

Contributions to the Development of Professional Practices *(Presented in reverse chronological order by date. Below records should come from CPA Activity (MED), where the CPA Category is Contributions to the Development of Professional Practices)*

[Start – End Date] [Title] - *(title1)*
[Description].
[Impact].
[Supplementary Documentation].

Exemplary Professional Practice *(Presented in reverse chronological order by date. Below records should come from CPA Activity (MED), where the CPA Category is Exemplary Professional Practice)*

[Start – End Date] [Title] - *(title1)*
[Description].
[Impact].
[Supplementary Documentation].

Curation Steps

1. Find **"Professional Activities"** module and Click **"Add New"**.
2. Find and Click **"CPA Activity (MED)"**.
3. Specify your **"CPA Category"** with the options from **"Professional Innovation and Creative Excellence," "Contribution to the Development of Professional Practices,"** or **"Exemplary Professional Practice"**.
4. Fill the remaining fields based on the data in your information.
5. Click the **"Save"** button once you've finished editing.

Step 1: Find "Find Professional Activities" and Click "Add New"



Homepage

MY ACTIONS



Add your ORCID iD

Adding your ORCID iD can help us find your scholarly & creative works across the web. You can also choose to send your scholarly & creative works from DiscoverResearch to your ORCID account.

ADD



Arnold Alfonso-Test
Temerty Faculty of Medicine

✉ arnold.alfonso@utoronto.ca

EDIT MY PROFILE

Scholarly & creative works

Claimed

- 11 books
- 6 chapters
- 5 commercializations
- 7 conferences
- 9 journal articles
- 1 monograph
- 6 other publications
- and 28 more scholarly & creative wo...

+ ADD NEW VIEW ALL

Grants & contracts

Claimed

- 28 sponsored research agreements
- 7 financial conflicts
- 8 salary support and other fundings

+ ADD NEW VIEW ALL

Professional activities

- 2 activity or event organizing
- 4 activity or event participations
- 7 committee memberships
- 2 conference reviews / referees
- 26 honours / awards / distinctions
- 3 grant application assessments
- 4 journal review / referee
- 2 media relations
- and 23 more professional activities »

+ ADD NEW VIEW ALL

Teaching & supervision

- 3 courses developed
- 4 courses taught
- 1 guest lecture
- 12 research-based degree supervisi...

+ ADD NEW VIEW ALL

Step 2: Find and click the “CPA Activity (MED)”.

Step 3-5: Follow the previous steps, making sure to select any important options from the dropdown menu if specified in the red instructions of each record. Don't forget to expand **Additional Information** and complete those fields. And, click SAVE after editing.

Add a new professional activity



Select professional activity type

Activity or Event Organizing

Activity or Event Participation

Award Application Assessment

Committee Membership

Community Service

Community / Patient Workshop

Conference Review / Referee

Consulting / Advisory

Honour / Award / Distinction

Editorial

Expert Witness

Grant Application Assessment

Institutional Review

Journal Review / Referee

Media Relation

Membership

Non-research Presentation

Office Held

Professional Mentorship

Introduction to CPA (MED)

CPA Activity (MED)

CANCEL

Please select the type of **Creative Professional Activity** from this picklist

Essential Information

Start Date



End Date



CPA Category

✓ [None]

Contributions to the Development of Professional Practices

Exemplary Professional Practice

Professional Innovation and Creative Excellence

Title

Description

?

?

?

?

Select the type of creative professional activity from this picklist. For definitions of the different categories, please refer to the Academic Promotions Manual available at <http://www.facmed.utoronto.ca/staff/appointment.htm>.



TEMERTY FACULTY OF MEDICINE
UNIVERSITY OF TORONTO

How to Generate the TFoM Annual Activity Report (AAR)

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How to Generate your CPA Report through Elements

1. **Log in to Elements.** The Elements Profile Homepage opens.
2. Within the homepage, click **"Edit My Profile"** to export the CPA report.

The screenshot displays the 'Homepage' of the Elements profile. On the left is a dark blue sidebar with navigation icons. The main content area is titled 'Homepage' and features a 'MY ACTIONS' section with a large card for 'Add your ORCID iD'. This card includes an illustration of a laptop and a document with an ORCID iD icon, and a blue 'ADD' button. To the right of this card is a profile card for 'Arnold Alfonso-Test' from 'Temerty Faculty of Medicine', with an email address 'arnold.alfonso@utoronto.ca' and a green-bordered 'EDIT MY PROFILE' button. Below these are four category cards: 'Scholarly & creative works', 'Grants & contracts', 'Professional activities', and 'Teaching & supervision'. Each card lists 'Claimed' items and has '+ ADD NEW' and 'VIEW ALL' links at the bottom.

Homepage

MY ACTIONS

Add your ORCID iD

Adding your ORCID iD can help us find your scholarly & creative works across the web. You can also choose to send your scholarly & creative works from DiscoverResearch to your ORCID account.

ADD

Arnold Alfonso-Test
Temerty Faculty of Medicine

arnold.alfonso@utoronto.ca

EDIT MY PROFILE

Scholarly & creative works

Claimed

- 11 books
- 6 chapters
- 5 commercializations
- 7 conferences
- 9 journal articles
- 1 monograph
- 6 other publications

and 28 more scholarly & creative wo...

+ ADD NEW VIEW ALL

Grants & contracts

Claimed

- 28 sponsored research agreements
- 7 financial conflicts
- 8 salary support and other fundings

+ ADD NEW VIEW ALL

Professional activities

- 2 activity or event organizing
- 4 activity or event participations
- 7 committee memberships
- 2 conference reviews / referees
- 26 honours / awards / distinctions
- 3 grant application assessments
- 4 journal review / referee
- 2 media relations

and 23 more professional activities »

+ ADD NEW VIEW ALL

Teaching & supervision

- 3 courses developed
- 4 courses taught
- 1 guest lecture
- 12 research-based degree supervisi...

+ ADD NEW VIEW ALL



How to Generate your Annual Activity Report through Elements

3. In the top-right corner of the **"Edit Mode"** page, click **"CV and Reports"** (A **"CV and Reports"** dialog box will open, which will prompt you to select a report type).
4. Choose **TFoM Annual Activity Report (AAR)**, then click **"NEXT."**

The screenshot displays the 'Edit Mode' profile page for Arnold Alfonso-Test. The page is divided into several sections: a profile picture with a 'MANAGE PHOTO' button, a name section, a primary group (Temerty Faculty of Medicine), an institutional email (arnold.alfonso@utoronto.ca), email addresses, phone numbers, and a 'Profile privacy' section set to 'Internal'. A green box highlights the 'CV AND REPORTS' button in the top right corner. A blue arrow points from this button to the 'CV and Reports' dialog box on the right. The dialog box, titled 'CV and Reports', contains a 'Select report' section with five radio button options. The 'TFoM Annual Activity Report (AAR)' option is selected and highlighted with a green box. At the bottom of the dialog box, the 'NEXT' button is also highlighted with a green box.

Arnold Alfonso-Test (Edit mode)

CV and Reports

Select report

- ☐ NIH biographical sketch (2015)
Required for due dates on or after May 25 2015 and encouraged for applications due on or after January 25 2015, using data available on your profile.
- ☐ NIH biographical sketch (pre-2015)
Required for due dates before January 25 2015, using data available on your profile.
- ☒ **TFoM Annual Activity Report (AAR)**
Custom AAR for Temerty Faculty of Medicine Members
- ☐ TFoM Creative Professional Activity (CPA) Report
Custom CPA Report for Temerty Faculty of Medicine Members
- ☐ TFoM CV
Custom CV for Temerty Faculty of Medicine Members
- ☐ TFoM Teaching & Education Report (TER)
Custom TER for Temerty Faculty of Medicine Members

CLOSE **NEXT**



How to Generate your Annual Activity Report through Elements

Run report

TFoM Annual Activity Report

User

 Arnold Alfonso-Test
Temerty Faculty of Medicine

Dates

If supplied, the export will only contain data relevant to the specified date range.

Start date
Valid formats: dd/mm/yyyy, 28 Sept 2023
 

End date
Valid formats: dd/mm/yyyy, 28 Sept 2023
 

Format

 PDF  DOCX

5. If you want to **export data from a specific year**, you can manually enter the **Start Date** and **End Date** under the Dates section. If you leave all data fields blank, the system will set the reporting period to the **last Academic Year (July - June)**.
6. Choose the output format under the Format Section (We recommend selecting **PDF** for best results.)
7. Click **"RUN"** to proceed. The report will be downloaded in your computer.



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Happy Curation :)

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