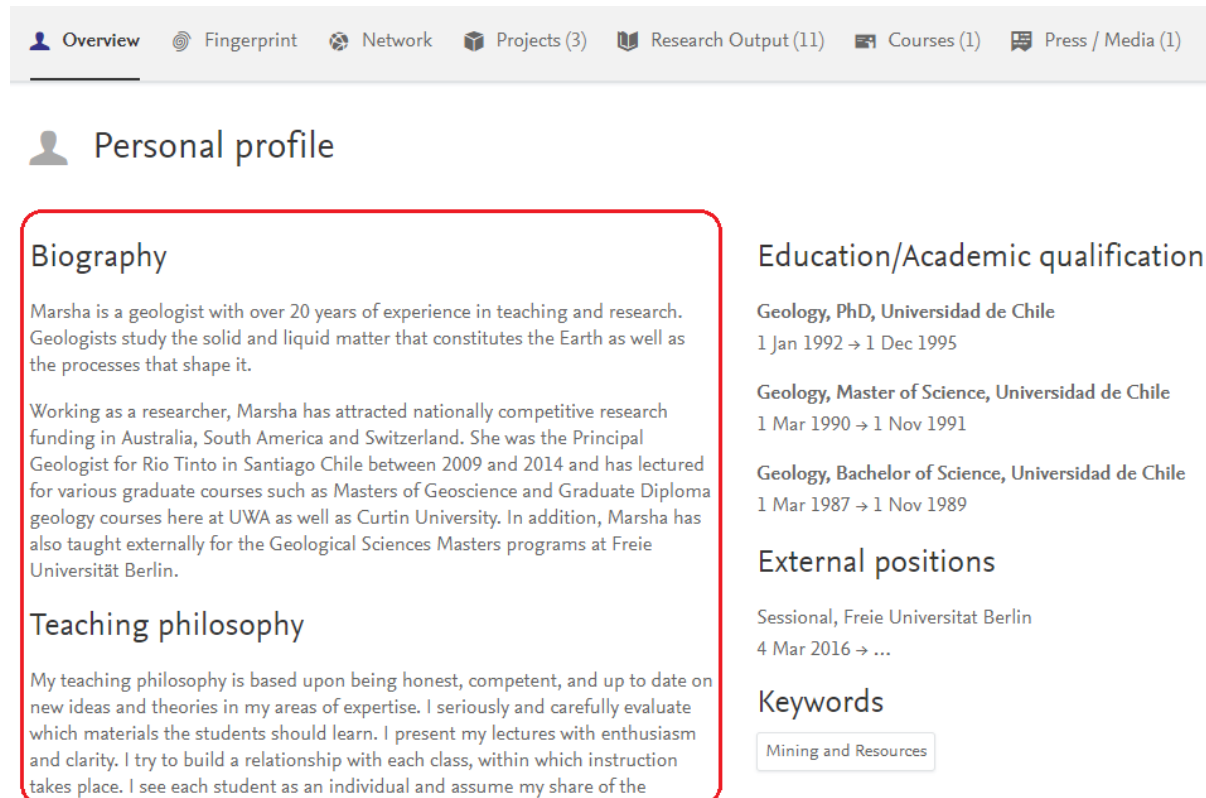


How do I update my Personal Profile section?

The **Overview** tab of your public profile allows you to present a range of information about yourself.

*These instructions describe the process of logging into the UWA Profiles and Research Repository and demonstrate how you can add or edit content in your **Personal profile** section (i.e. the left side of your public profile in the **Overview** tab).*



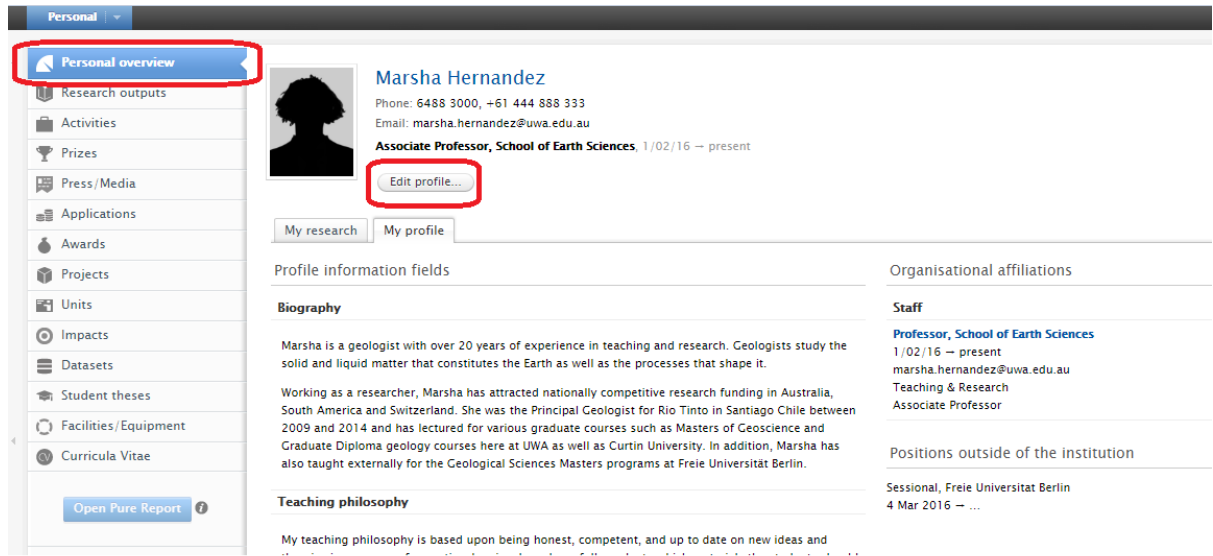
The screenshot shows the user interface of the UWA Profiles and Research Repository. At the top, there is a navigation bar with tabs: Overview (selected), Fingerprint, Network, Projects (3), Research Output (11), Courses (1), and Press / Media (1). Below the navigation bar, the 'Personal profile' section is visible. It contains several sub-sections: Biography, Teaching philosophy, Education/Academic qualification, External positions, and Keywords. The Biography and Teaching philosophy sections are highlighted with a red border. The Biography section contains text about Marsha's experience as a geologist and researcher. The Teaching philosophy section describes her approach to teaching. The Education/Academic qualification section lists her degrees from Universidad de Chile. The External positions section lists her role at Freie Universität Berlin. The Keywords section shows 'Mining and Resources' as a keyword.

Login to start:

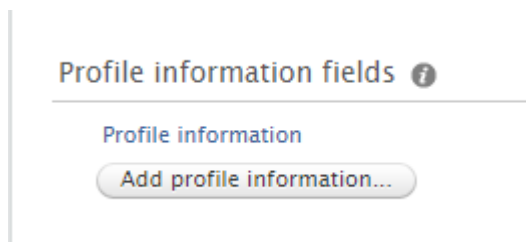
1. Go to the [UWA Profiles and Research Repository](#)
2. Click on **Profiles and Research Repository login**
3. Log in with your UWA login (PHEME) details



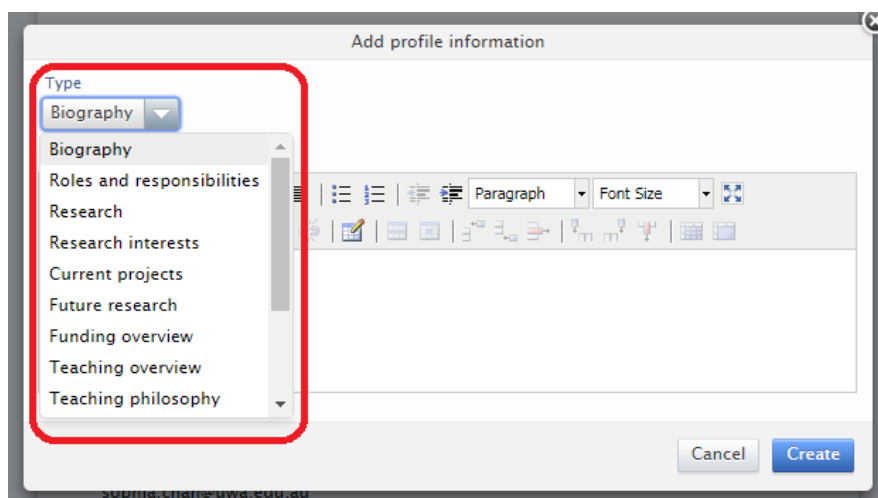
1. Once logged in, click **Edit profile**.



2. Under **Profile information fields**, click **Add profile information**.



3. From the **Add profile information** pop-up screen, select the heading u wish to add content to.



4. Once a heading is selected, begin adding information in the free text box. Click **Create** once you have finished.

5. You may change the order of the headings according to how you would like them to display on your public profile. Simply click the **Up** or **Down** arrow icons next to each heading to move the positions.

Profile information fields

Profile information

- **Biography**

Edit  —

Marsha is a geologist with over 20 years of experience in teaching and research. Geologists study the solid and liquid matter that constitutes the Earth as well as the processes that shape it.

Working as a researcher, Marsha has attracted nationally competitive research funding in Australia, South America and Switzerland. She was the Principal Geologist for Rio Tinto in Santiago Chile between 2009 and 2014 and has lectured for various graduate courses such as Masters of Geoscience and Graduate Diploma geology courses here at UWA as well as Curtin University. In addition, Marsha has also taught externally for the Geological Sciences Masters programs at Freie Universität Berlin.

- **Teaching philosophy**

Edit   —

My teaching philosophy is based upon being honest, competent, and up to date on new ideas and theories in my areas of expertise. I seriously and carefully evaluate which materials the students should learn. I present my lectures with enthusiasm and clarity. I try to build a relationship with each class, within which instruction takes place. I see each student as an individual and assume my share of the responsibility for the student's education. This includes a policy of always being available for student questions at anytime throughout the day, in addition to my regularly scheduled office hours. As a teacher I am also a perpetual student, constantly looking for new methodologies, ideas, and technologies and learning them. I believe that a good teacher must be patient and a good listener.

- **Research**

Edit   —

My research interests are predominantly in applied geophysics, in particular research relevant to the mining and petroleum industries and cross-disciplinary

6. Click the **Save** button at the bottom of the screen.

Remember: When updating fields in your profile, the **Create** or **Update** button will apply your changes, but you will still need to press the blue **Save** button to retain any changes (this is always located at the bottom of the record window).

