CIÊNCIAVITAE

About **CIÊNCIA**VITAE

> **CIÊNCIA**VITAE is the national curriculum management platform that allows you to create, manage and promote your curriculum in a quick and simple way.

The main advantages of **CIÊNCIA**VITAE are:

One CV: shared by different stakeholders of the national scientific-academic system. The administrative burden on the user and the effort in multi-agency validation/certification tasks is reduced;

Customizable: the user chooses how, when and what he wants to share by managing the privacy levels assigned to each record;

Integrated: with various national and international systems ([ORCiD](#), [CrossRef](#), [OpenAIRE](#), [FCT|SIGcv](#)), the **CIÊNCIA**VITAE lets you reuse information that is already available in these systems;

Promotes: promote your resume by making it public. Thus, other users will be able to find you through the "[Find CVs](#)" tool.

You can find out more [here](#).

Creating a **CIÊNCIA**VITAE curriculum

> **CIÊNCIA**VITAE is aimed at all those, Portuguese or foreign, who participate in the national scientific academic context.

AV. DO BRASIL, 101, 1700-066 LISBOA, PORTUGAL - APARTADO 50435, 1708-001 LISBOA, PORTUGAL
TEL. [+351] 218 440 100 - FAX [+351] 218 472 167
PESSOA COLETIVA Nº 503 904 040 - SECRETARIA@FCCN.PT - **WWW.FCCN.PT**

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To create a **CIÊNCIA**VITAE curriculum , it is necessary to register a CIÊNCIA ID account: a unique identifier and authenticator. If you do not have it yet, you can register one here.

On the **CIÊNCIA**VITAE platform you will find Frequently Asked Questions, Manuals and Tutorials and a Demo Guide, which will help you in this process.

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Using CIÊNCIAVITAE in FCT applications on MyFCT platform

Your **CIÊNCIA**VITAE curriculum is associated to the application on MyFCT platform, in the application form. To do so, click on "Get CV from **CIÊNCIA**VITAE". The link to the curriculum in PDF format will then be displayed along with the date and time of the association. Click on the link to confirm that the curriculum associated with the application is the correct one. Any changes to your curriculum **CIÊNCIA**VITAE, after the date/time of the association, will only be considered if you remove the associated curriculum (by clicking on "Remove"), and perform the association step again (by clicking on "Get CV from **CIÊNCIA**VITAE).

FCT access to CIÊNCIAVITAE

> FCT accesses a subset of the data registered in your **CIÊNCIA**VITAE curriculum.

This subset includes information relevant to most FCT evaluation processes and is in compliance with the requirements of the new [General Data Protection Regulation](#) (GDPR).

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CIÊNCIAVITAE

API access

CIÊNCIAVITAE provides an API[1] service that allows communication between this platform and other systems.

> API access to your **CIÊNCIA**VITAE curriculum is possible even if your curriculum is "Unpublished".

Access to "Public" and "Semi-public" information only

> FCT only has access to records with "Public" and "Semi-public" privacy levels.

As the user's privacy is pivotal to the **CIÊNCIA**VITAE platform, the user can define the level of privacy to each record of the CV:

🔓 **Public**:

Accessible to: anyone (including third-party systems) when curriculum is published

The information can be used under an [Attribution CC BY (4.0)](#) licence.

🔑 **Semi-public**:

Accessible to: user

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[1] Application Programming Interface: allows data transfer between systems

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curriculum managers named by the user

third-party systems allowed by the user (e.g., FCT)

🔒 **Private**:

Accessible to: user

curriculum managers named by the user

All records with this level of privacy are not accessible to FCT.

By submitting an application to FCT where the source of curriculum information is your **CIÊNCIA**VITAE curriculum, under the subheading b of n.º1 of article 6.º of the new GDPR, the FCT access to the user's information is lawfull.

Nonetheless, the association of the curriculum **CIÊNCIA**VITAE to your application on MyFCT platform, requires that access permission is given to FCT on the application form.

List of accessed data

As previously mentioned, FCT will access a specific subset of the information registered in your **CIÊNCIA**VITAE curriculum .

According to Article 5 of the new GDPR, this subset of information respects the following principles:

1. Lawfulness, fairness and transparency;

2. Purpose limitation;

3. Data minimisation;

4. Accuracy;

5. Storage limitation; and,

6. Integrity and confidentiality.

> The accessed data can be consulted through the tool "Export curriculum" available on the **CIÊNCIA**VITAE platform. In the "Privacy Level" parameter, you must choose the option "Public and Semi-public".

See how in the following tutorial.

Note that some of the data accessed by FCT may not be subject to evaluation. The FCT evaluation criteria of the curriculum are those explicitly mentioned in the "Evaluation Guide" .

Please note that the "Private" privacy level is the most restrictive in terms of accessing the information in your CV. Hence, make sure that all data to which you want to give access to FCT has defined the level of privacy "Public" or "Semi- public".

> Any and all information that is defined with the "Private" privacy level will not be accessed by FCT, that is, it will not be available for evaluation.

The **CIÊNCIA**VITAE user and his/hers curriculum managers are fully responsible for managing the privacy levels. The **CIÊNCIA**VITAE platform cannot be held responsible for this management.

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CIÊNCIAVITAE helpdesk service

If you have any questions or suggestions about **CIÊNCIA**VITAE platform, you can send it via form available on the platform page..

Helpdesk service for the call

If you have any doubts or concerns on this application please send them to rnca@fccn.pt.