

Putting Medical Home Portal Publications on Your CV

1. Log into the University of Utah MBM CV-Editor: <https://securembm.uuhsc.utah.edu/ufis/cv/index>
2. Click on “Research,” subfolder “Publications,” then select “Add a New Entry”

The screenshot shows the University of Utah CV Editor interface. The top navigation bar includes 'Research' and 'Publications' submenus. A dropdown menu is open under 'Publications', showing options like 'Import from File', 'Import from PubMed', and 'Import from Scopus'. The main content area displays a 'Welcome' message and a list of research categories.

3. Under Publications, click on Add a New Entry

The screenshot shows the 'Publications' section in the CV Editor. A red button labeled '+ Add a New Entry' is highlighted with a blue arrow. The page contains instructions on how to enter publication information and an example entry.

4. Select “Video/Film/CD/Web/Podcast” from the Publication Type drop-down list:

The screenshot shows the 'Publication Type' drop-down menu. The 'Video/Film/CD/Web/Podcast' option is highlighted in blue.

5. Fill out the information about your publication. Be sure to update it if it becomes peer-reviewed at a later date:

Multimedia

• **Publication Type**

Video/Film/CD/Web/Podcast

• **Peer-Review Status**

-- Please Select A Value --

-- Please Select A Value --

This work was peer-reviewed

This work was not peer-reviewed

• **Title**

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Medical Home Portal Page Title. The Medical Home Portal is a clinical decision support, patient education, and service website for clinicians and families caring for children and youth with special health care needs.

Words: 33, Characters (with HTML): 247

• **Authors** ⓘ

Last F, Last F

Publication Date

01/01/2024

Date Override ⓘ

PMCID (PubMed Central ID)

The correct format is one of "In Process" OR the PMC number in the format "PMC" followed by the 5-8 digit identifier. (ex: PMC123456)

• **SubType**

Website or URL

Distributor

Medical Home Portal

Place of Publication

Salt Lake City, Utah

Internet Site

https://www.medicalhomeportal.org/add_your_website_URL

You generally do not add anything under “Work Cited” unless you have a way to demonstrate that.

Work Cited

Add

For publications that have been on the Portal for some time, there may be viewers in other countries that you can list under Global Impact; contact the Portal staff to request this information as well as number of views in a given timeframe. You can select countries of impact here:

- Display on My CV [?](#)
- Display on Selected Works Section (U of U Profile Sites)
- Display on U of U Profile Sites [?](#)
- Community Engagement [?](#)
- Equity/Diversity/Inclusion
- Global Impact

➔ Countries

Antarctica ✕

Bangladesh ✕

Zimbabwe ✕

- Graduate Student Involvement
- Interdisciplinary
- Sustainability/Research Themes
- Undergraduate Involvement

✓ Save

Don't forget to save! You can come back and update information later (e.g., publication dates, peer-review status), so go ahead and add your works in progress while you are thinking about it.

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