



What is COS Pivot?

Pivot is a power tool that:

- Provides access to the most comprehensive global source of funding opportunities.
- Identifies researcher expertise from within or outside of your organization from millions of profiles.
- Enhances communication, monitoring, and tracking among individual faculty, teams, or researchers.

How do I use Pivot?

To set up a Pivot Account – www.pivot.cos.com

1. Click on the **Sign Up** link
2. Complete the required fields including associating yourself with the George Washington University. Your email address and the password you entered during account creation will be your username and password.
3. Click the **Create my account** button

To claim an existing profile – www.pivot.cos.com

1. In the upper right-hand corner, your name is displayed. If you see a **Claim profile** link, you currently do not have a profile linked to your COS Pivot account and we recommend you do so. Click the **Claim profile** link.
2. A list of potential profile matches (from within GW) may be displayed. If no matches occur, you can choose to look for potential matches outside of GW by clicking on the appropriate checkbox above the results list.
3. If you locate your profile from the results list, click the **This is me** button to the right of the profile name. If no results display, click the **Suggest a scholar** link located to the left of the results list to enter your information.
4. You do not need a profile to save searches or track funding opportunities

To Conduct Funding Searches – <http://pivot.cos.com/funding/search>

1. Click the triangle near the **Keyword** section and type in relevant keyword. The search engine will auto-populate as you type. Indicate any more additional, relevant criteria and select **Search**, located at the bottom of the page.
2. To save a query, click **Save your query** at the top of the search results page.
3. Name your search. From here, you can indicate whether you want opportunities that fit your indicated criteria emailed to you on a weekly basis.

Additional Funding Search Tools

1. Saved Searches – <http://pivot.cos.com/alerts>

On the right side, click **Options** and you will see a group of actions:

- **Share** – Click this to share this funding search with a colleague or group of colleagues.
- **Edit** – Click this to edit the criteria for this funding search.
- **Add Tags** – Click this to label your searches easily. (This is not a requirement for saved funding searches.)
- **View Archived Results** – Click this to view funding opportunities from previous weeks.
- **Alert Email on/off** – Click this to edit email notifications.
- **Delete this search** – Click this to delete a particular funding search. **Note:** *There is no limit to the amount of funding searches you can save.*

2. Tracked Funding Opportunities – http://pivot.cos.com/tracked_opps

If there is a specific funding opportunity for which you would like to receive updates, open the announcement and select **Track** or **Set to Active** on the right side of the screen. (Opportunities on your **Active List** are the important ones that will be mentioned on your Pivot homepage and opportunities on your **Tracked List** are non-urgent opportunities you are tracking.)

Where can I get help?

- Pivot's Youtube Channel: <http://www.youtube.com/user/ProQuestPivot>
- Webinars hosted by COS Pivot: <http://www.refworks-cos.com/training/>

Please contact Laura Walker, Information Specialist in the Office of the Vice President for Research, at askovpr@gwu.edu if you need assistance with COS Pivot.