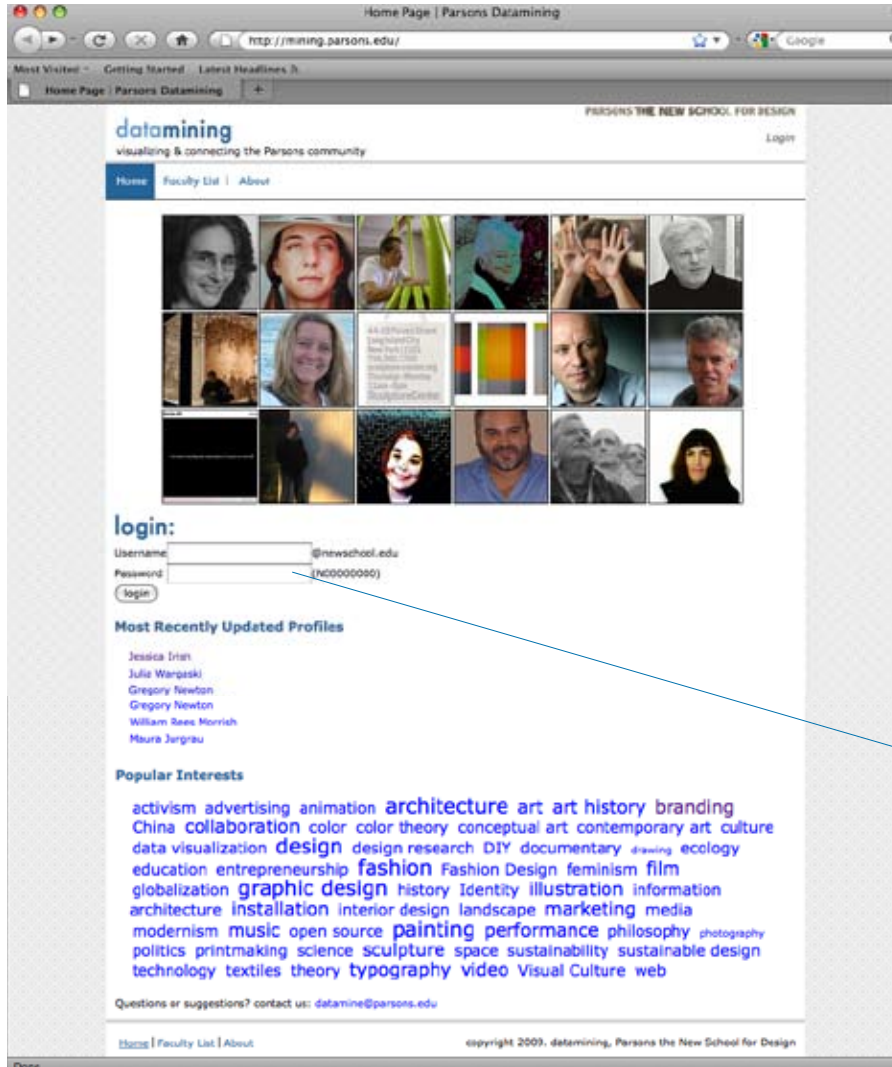# datamining

how to set up your account

Go to the datamining website.
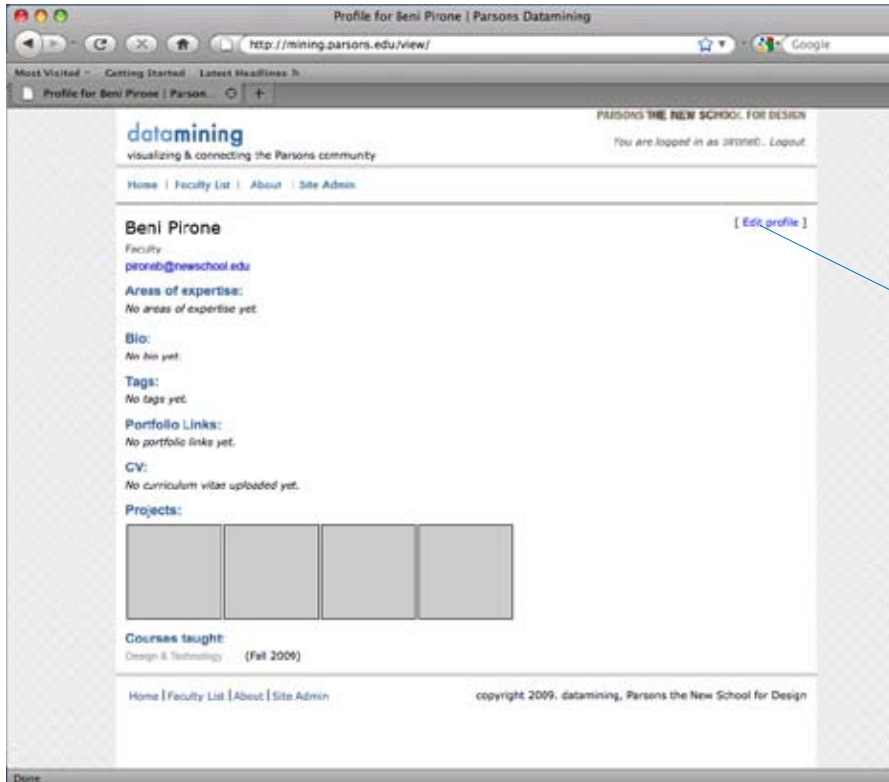

1 **Log in**
Your netID is the first part of your NS email address;
use a capital 'N' with your N number.

Go to your profile page.

② Click on profile
Click on 'edit profile'

datamining
how to set up your account

Build your profile.

3 Upload a photo
Choose one that represents you well
- this will go out to the public Parsons
website. (We will later have options
to vary this image)

4 Mark your areas of expertise
These should reflect what you teach
here at parsons or your primary
professional practice.

5 Wrtie your bio
As you complete the Profile field,
please keep in mind that the website's
structure will give your profile a public
presence, so please write accordingly,
refraining from profanity or other
reasonably objectionable content. (We
may hold a profile for review or edits by
you if such material is found in profile
copy.) Keep in mind too that your profile
statement can attract prospective
students to your courses and program.
Based on Web-writing best practices,
we suggest that you keep your profile
to a maximum of about 250 words.

6 Tag your interests
Tags are one or two word keywords that
mention broader components of your
research. Separate these with a comma.
Eg. art history, art, history

7 **Portfolio URL**

8 **Upload your CV**
You may want to remove your personal home/phone information from this.

9 **Projects**
You can link to anything here: book covers, published articles, photos, websites, etc. (this area will later have more robust features)

10 **Upload your syllabus**
for specific course sections.

11 **Hit submit!**
Your profile will be listed in the 'recently updated' section on the homepage until 4 more people update their profiles.

datamining

how to set up your account

Your profile has been updated!