**Instructions for the elaboration of a Curricular Summary (in English)**

*Last updated on September 1st, 2020*

The Curricular Summary (CS) is the key document to analyze the qualifications of researchers, who request or are members of the team applying for a FAPESP grant. The CS aids the peer reviewers, the Area Coordinators members and Associate Coordinators members of the Scientific Directorate in assessing the professional experience of the Principal Investigator and the other members of their research team.

Every initial request for funding submitted to FAPESP must be accompanied by a Curricular Summary (CS) of the Principal Investigator and, when relevant, the Curricular Summaries of each one of the Co-Principal Investigators and Associate Researchers. Requests for Scientific Initiation (IC), Masters (MS), Doctorate (applicant without MSc degree - DD) and Doctorate scholarships or Post-Doctoral fellowships should include a curricular summary of the candidates, as well as that of the advisor/supervisor.

The CS should inform the professional experience of the researcher, whether academic or at mission oriented research institutes; whether research in companies or at social organizations. The model available below includes some items that can be applied to everyone, some items applicable only to academic researchers, and some items that fit company researchers better. The interested parties must choose which items they intend to emphasize, therefore the CS may differ according to the type of grant or fellowship requested.

The Curricular Summary should consist of up to four pages on A-4 paper sheet, with a left margin of at least 2.5 cm and all other margins of at least 2 cm, typed in a legible font (such as Arial 10 pt or Times New Roman 11 pt, for instance).

If the submitted Curricular Summary has more than four pages, only the first four will be considered for analysis.

The Curricular Summary should be organized in eight sections. All of them should be included, even if limited to the expression “NOTHING TO DECLARE”. The eight sections are as follows:

1) Education/Training.

2) Professional experience, service, and academic distinctions and prizes.

3) List of up to 10 of the most relevant scientific results, which can be scientific articles, books, book chapters, lectures as guest speakers, patents (filed, granted and especially licensed), registered softwares, cultivars, creation of technology-based companies, technical reports of projects with proven leadership or in which you have had an outstanding role, new products, new processes or other types of documented results arisen from research that you consider to be among the 10 most relevant to the researcher's career. These items should be chosen at your discretion among those considered most significant for the evaluation of your recent academic production (especially in the past ten years) and/or the most relevant to document your experience and expertise in the field of knowledge of the proposed research project. Please include, if applied, the number of citations in the international literature (ISI, Scopus or Google Scholar) received by each of the listed items. If desired, please also include a maximum of 4 lines outlining any other elements which can be verified and are considered appropriate for demonstrating the impact of the chosen items (such as citation in patents, patent licensing, text books, impact on public policies, prizes, and so forth). Please use the conventional bibliographic standards in your area, and group the results by category (e.g. articles, patents, chapters). If the list has more than 10 items, FAPESP will only consider the top 10 in the review process.

4) Current research grants awarded by any agency or company to the researcher.

5) List of ongoing supervisions, with students holding fellowships.

6) Academic quantitative indicators.

7) Links to the webpages ORCID, MyResearcherID (ISI) and/or MyCitation (Google Scholar):  
To create an ORCID profile, please refer to: <https://orcid.org/>

To create a ResearcherID profile (Publons), please refer to: <https://www.researcherid.com/SelfRegistration.action> and <http://ip-science.thomsonreuters.com/m/pdfs/rid_qec_jul09_web.pdf>.

To create a Google Scholar MyCitations profile, please refer to: [http://scholar.google.com](http://scholar.google.com/) and

<http://scholar.google.com.br/intl/pt-BR/scholar/citations.html>.

8) Other information.

**Model for the Curricular Summary**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Name:**  **1) Education/Training**   |  |  |  | | --- | --- | --- | | Year of completion | Title or activity | Institution/Entity | |  | Undergraduate degree |  | |  | Graduate degree (MSc) |  | |  | Graduate degree (DR, PhD) |  | |  | Post-Doctoral |  | |  | Other courses, trainings or certifications (if applicable) |  |   2) **Professional History.** List of key professional positions occupied, reporting starting and ending dates, and the name of the institutions (these positions can be academic or in companies). Associative activities (participation in associations, federations, thematic/technical commissions, councils of companies/institutes/universities), as well as activities in entrepreneurship and startups may also be listed.  3) **List of up to 10 of the most relevant scientific results, which can be scientific articles, books, book chapters, lectures as guest speakers, patents (filed, granted and especially licensed), registered softwares, cultivars, creation of technology-based companies, technical reports of projects with proven leadership or in which you have had an outstanding role, new products, new processes or other types of documented results arisen from research that you consider to be among the 10 most relevant to the researcher's career.** These items should be chosen at your discretion among those considered most significant for the evaluation of your recent academic production (especially in the past ten years) and/or the most relevant to document your experience and expertise in the field of knowledge of the proposed research project. Please include, if applied, the number of citations in the international literature (ISI, Scopus or Google Scholar) received by each of the listed items. If desired, please also include a maximum of 4 lines outlining any other elements which can be verified and are considered appropriate for demonstrating the impact of the chosen items (such as citation in patents, patent licensing, text books, impact on public policies, prizes, and so forth). Please use the conventional bibliographic standards in your area, and group the results by category (e.g. articles, patents, chapters). If the list has more than 10 items, FAPESP will only consider the top 10 in the review process.  4) **Current research grants awarded by any agency or company to the researcher.**  List of current research grants, indicating project titles, coordinator’s name, financial resources, duration, and funding agency. If you received a fellowship from any funding agency, please inform the name of the agency, the fellowship type, level and duration.  5) **List of ongoing supervisions, with students holding fellowships.** List of ongoing supervisions with fellowships: indicating type (undergraduate, Masters or Doctorate), project titles, and funding agencies.  6) **Academic quantitative indicators.** Please separately indicate the total amount of: 1) books; 2) publications in journals with selective editorial policy; 3) book chapters; 4) supervised and concluded Master's dissertations; 5) supervised and concluded Doctoral theses; 6) number of citations received in the international scientific literature according to ISI, Scopus or Google Scholar; 7) patents applied for, granted patents and licensed patents; 8) products developed and launched on the market; 9) optimized processes implemented in companies or social organizations.  7) **Links to the web pages** ORCID, MyResearcherID (ISI) or MyCitations (Google Scholar):  7.a) To create an ORCID profile, please refer to: [https://orcid.org/](https://orcid.org/" \t "_blank)  7.b) To create a ResearcherID profile (Publons), please refer to: <https://www.researcherid.com/SelfRegistration.action> and <http://ip-science.thomsonreuters.com/m/pdfs/rid_qec_jul09_web.pdf>.  7.c) To create a Google Scholar MyCitations profile, please refer to: [http://scholar.google.com](http://scholar.google.com/) and <http://scholar.google.com.br/intl/pt-BR/scholar/citations.html>.  8. **Other information.** Other relevant biographical information for assessing your recent professional work (past ten years), and documenting your experience and expertise in the field of knowledge or economic branch of the proposed project. Describe your international research experience after obtaining PhD title and demonstrate your participation in international research collaboration networks. Please indicate former PhD students and Postdoctoral researchers under your supervision with outstanding professional insertion. |