

Creating CV

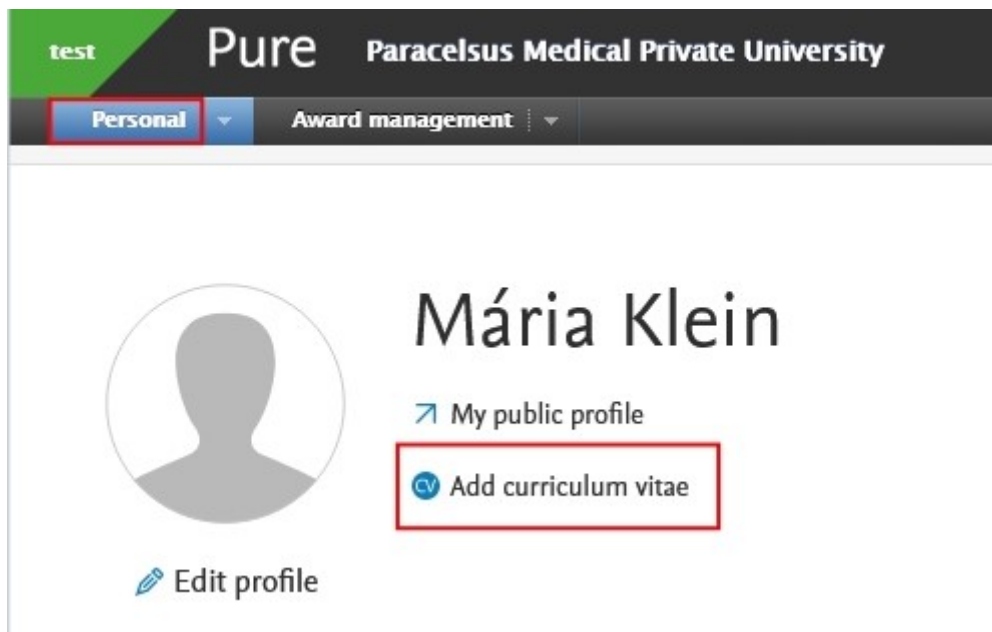
A Researcher can create a CV directly in Pure.

Two types of CV-s are available:

- Public CV: visible on the [Pure Portal](#)
- Private CV: only visible for you

To create a CV:

1. Click on *Personal* in the header.
2. Click on *Add curriculum vitae*:



3. Select either Public or Private CV.
4. Select the information you want to show in your CV by checking the boxes with a tick. Click on *Create*.

Add one or more sections to your CV

Personal information

Your personal profile from Pure

Profile information

List of your employments (1)

Lists of your content from Pure

Research outputs (2)

Awards (1)

Projects (1)

Text

Heading

Text section

Periodic list

[Create](#)

5. Click on *Save* to finish the changes.

You can export your CV in either PDF or Word document format by clicking on the icon at the bottom of the right side.

If you have chosen a Public CV, you can manage the publishing of your CV by checking the box with the tick next to *Publish*.

[Save](#) *Publish*  [Download as PDF](#)  [Download as Word document](#)

Revision #1

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