

IRIS: PRINTING A LIST OF YOUR PROFESSIONAL ACTIVITIES

Here are two ways to print your Professional Activities.

PRINT OPTION ONE:



Click on the 'Home' tab

My Professional Activities			
		Total	
Appointments	+	1	Export
Committee memberships	+	1	Export
Community services	+	1	Export
Conference reviewing / refereeing	+	1	Export
Consulting / Advisories	+	0	
Editorial Boards	+	0	
Editorials	+	0	
Employee supervisions	+	0	
Event administration	+	1	Export
Expert witness	+	0	
Fellowships	+	0	
Grant application assessments	+	0	
Interviews	+	0	
Journal reviewing / refereeing	+	0	
Memberships	+	1	Export
Promotion / Tenure assessments	+	0	
Prizes and Awards	+	0	
Student Supervisions	+	0	
2003 Professional Activities (Migrated From Legacy Software)	+	0	
2006 Professional Activities (Migrated From Legacy Software)	+	56	Export
2012 Professional Activities (Migrated From Legacy Software)	+	57	Export
2018 Professional Activities (Migrated From Legacy Software)	+	0	
TOTAL		119	Export

You can export specific Professional Activity categories by clicking on a link, or...

...you can export a copy of all your Professional Activities by clicking on the export link at the bottom of the list

EXPORT OPTION TWO: APPLYING FILTERS

Click on the 'Elements' tab



Available elements



Publications



Grants



Professional activities

Click on the 'Professional activities' Element

Either, click the 'Select All' tick box


OR

click the tick boxes beside the Professional Activities you want included

OR



Apply Filters

My Professional activities

 Add a new professional activity

Navigation


Sort by Reporting date (newest to oldest) Results per page 10 1-8 of 8


Select all  Export 

Filter results

Relationship type:
Associated with



Title



Reporting date from
 

Reporting date to
 

Professional Activity type:
2012 Professional Activity

[Reset](#) [Filter](#)

[Sponsored Calvin Broadu into postdoctoral study, Cambridge University...](#)
2012 Professional Activity (Migrated From Legacy Software)  
Summary Links (1) Data sources (1)
Description: Sponsored Calvin Broadu into postdoctoral study, Cambridge University
Reporting dates: 01 Jan 2007 to 01 Jan 2007 [Edit](#)

[Collaboration with University of Canterbury in a joint...](#)
2012 Professional Activity (Migrated From Legacy Software)  
Summary Links (1) Data sources (1)
Description: Collaboration with University of Canterbury in a joint research design and HRC grant application for a co...
of differing powder material processing processes...,
Reporting dates: 01 Jan 2006 to 01 Jan 2007 [Edit](#)


My Professional


Navigation

Filter results

Relationship type:
Associated with


Title

Reporting date from
 

Reporting date to
 



Professional Activity type:

[Reset](#)

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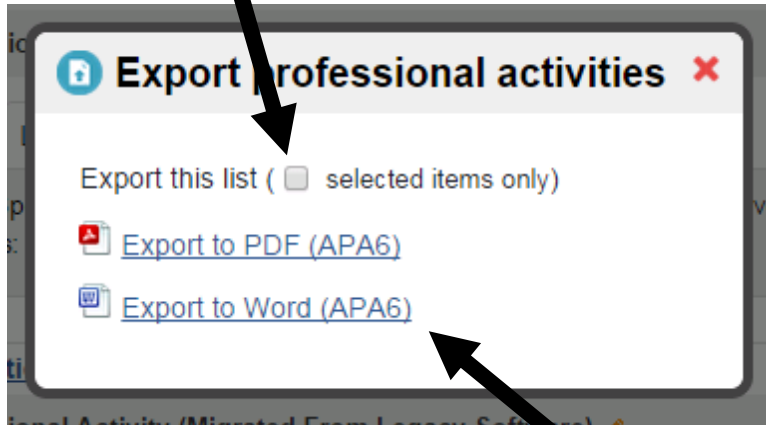
Set any filters you need, then click on the blue 'Filter' button

Sort by Re

 Select all  Export

Click on the Export button

Place a tick in the
'selected items only'
check box



And then chose one of
these export selections