

## SPIN Database Allows Custom Funding Searches and Updates

The Office of Research Administration (ORA) is committed to helping faculty locate funding opportunities. ORA has invested in SPIN, a robust funding search engine that will allow you to do your own searches whenever it is convenient for you. Moreover, you can save key search terms and receive new funding announcements via email.

Created with busy people in mind, SPIN supplies reliable information on funding opportunities from federal, foundation and association sources. It provides up-to-date details on these funding opportunities as well as regulatory changes that applicants need to know. Links within the search results lead to full proposal requirements, including the application forms and guidelines.

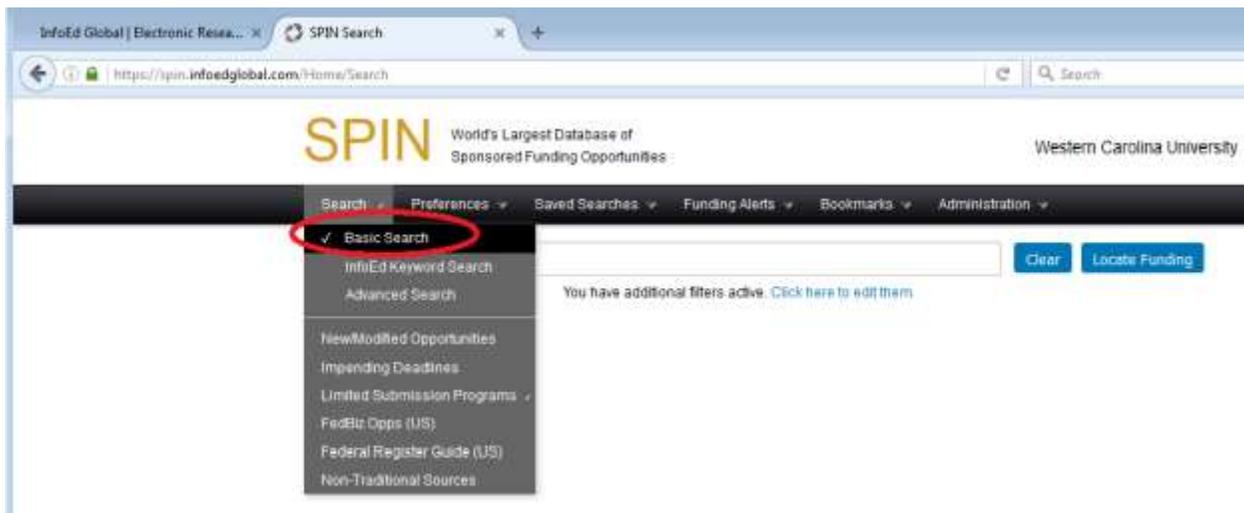
While SPIN is highly customizable to your needs, it is not entirely intuitive to use the first time. This article describes how to obtain a log-in, conduct a basic search and conduct an advanced search. Additional resources and guides for advanced searches are also noted at the end. Once you set up some simple or elaborate searches for your scholarly interests and save them, SPIN really will do the work for you.

### Log-In Information

- Go to: <http://spin.infoedglobal.com>.
- If you are **not** a current user of the InfoEd database, request an account by contacting the Office of Research Administration at extension 7212. After an ORA representative adds you as a user you will receive an email from SPIN asking you to change your password.

### Conduct a Basic Search

- Click on the **Search** button at the top of the page.
- From the dropdown menu, select **Basic Search**.



- Enter your keywords, click **Locate Funding**, and review your results.
  - Use keywords for only one research interest per search. You can save multiple searches for your different interests.
  - When you view a result, refer to the keywords at the end of the opportunity. Use those keywords to better refine your results.
  - If some terminology yields few results, consider alternative terminology for your line of research; for example, if “homelessness” yields too few results, try a broader term such as “poverty.”
- If you like the results (a number of solid results and not too many false positives), then select **Save**.
- A dialogue box pops up, offering you the opportunity to automate the search. You will need to name the search, indicate how you want to see the email (plain text or HTML), and the frequency you prefer.

**Save Current Search** [X]

Search name

User

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Would you like to configure SMARTS™ automation? [Help](#)  
*Note: This can be setup or edited under Funding Alerts later.*

Receive email updates?

Update frequency

**TIP:** You **must choose** to receive either plain or HTML email messages. If you choose neither, the software will still perform the search but will not email it to you. It will be saved online for your review, but you would be missing out on an important convenience feature of this new search engine.

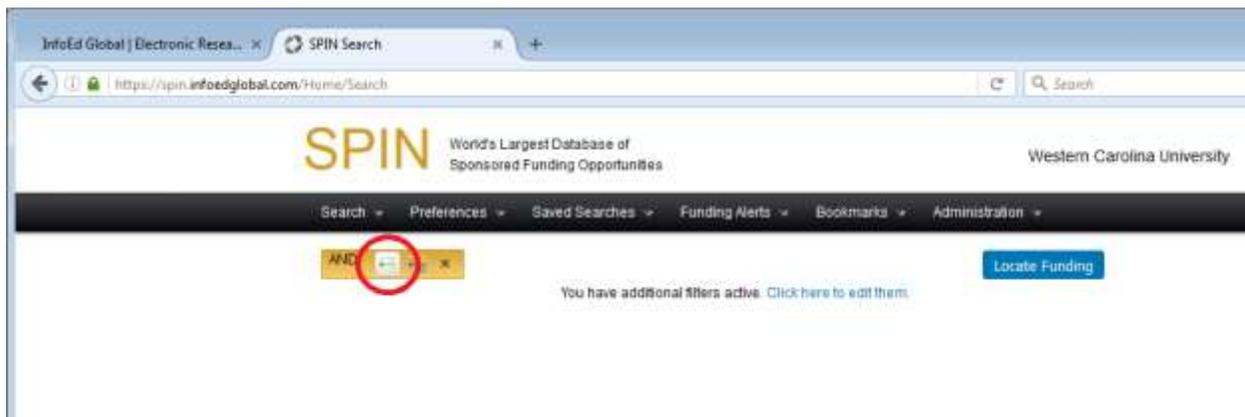
- Click **Save Changes**, and you should start to see results in your inbox shortly. They will appear in your inbox as *SMARTS Mailer: SMARTS Results: “your named search.”*

There is no limit to the number of saved searches you can automate.

## Conduct an Advanced Search

If the basic search yields too many results, you can switch to the Advanced Search to set additional limits on your search. For most people, this type of search is the non-intuitive part; the interface is so minimal that you may not necessarily see right away what you should do.

- Click on **Search** in the top banner
- Choose **Advanced Search** from the dropdown menu.
- Click on the box with the + sign to “Add Expression.” The default is to find the keyword in the Program. This works for most beginning searches. Further refine your search by specifying deadline, eligibility, etc.
- Click on the yellow box and choose your AND-OR Boolean operators.
- Now add your search terms.
- Click on **Locate Funding**



## Add Filters

If you want to restrict your results in some way (project type, citizenship, sponsor type, etc.), you can add filters to your search.

- Click **Preferences** in the top banner.
- Review your options and determine which ones apply to you or to your project.
- Select the filters you want to apply to your search.
- **Save.**

These filters will remain in effect for all future searches until you change them.