Pure user guide: Student Profile FAQ’s

How can I add or edit my publications?
Publications can be added by clicking the Add new button and following the templates and publications can be edited by opening the record and making the necessary changes – please see the Add Publications and outputs user guide for further information.

I am linked to a publication that is not mine – why?
When Pure went live, we imported all the publications that were stored within the University’s repository into Pure. When this import took place, Pure matched the author information to persons within Pure but a small number of the publications have been mis-matched. To remove the publication from your list, please see the Claim or Disclaim publications user guide.

I have publications in ePrints that are not in my publication list in Pure – Why?
When Pure went live, we imported all the publications that were stored within the University’s repository into Pure. When this import took place, Pure matched the author information to persons within Pure but a small number of the publications have been mis-matched. To add the publication to your list, please see the Claim or Disclaim publications user guide.

The information is incorrect – how do I get this amended?
If the personal or supervisor information is incorrect and the field is not editable within Pure, the information needs to be corrected in LUSI. Please email pgso@lancaster.ac.uk to have this corrected.

Where is my Lancaster University Student ID detailed?
This is detailed within the PhD Affiliation – please see section 3 of the student user guide.

I am not listed on my funded research project - Why?
Only the PI and CI’s are listed on Agresso. Research associates and PhD students who work on a project can be added and linked to the project within Pure. Please ask the PI or CI on the project to undertake this. Information on how to do this is available in the Project User guide.

Will I be listed on my Departmental webpage?
At the moment the Pure WebPages are not linked to the current Departmental ones, however the University is working on this and we are hoping to populate the current Departmental pages with the information from Pure within the next couple of months. If you have a current Departmental webpage as well as your
Pure one, you can refer to the Departmental page on your Pure page by adding a web address to your profile – please see section 3 of the Student user Guide.

**How do I update my office location?**
Please see the Student user Guide.

**How do I submit my thesis electronically?**
Students who started their course from the 1st October 2011 are now required to submit their thesis electronically via Pure. Students who started before this date can upload their thesis to Pure but they are not required to do so. To upload the Thesis, please follow the Add publications user guide and select Thesis / Doctoral Thesis template from the list. A user guide specifically for adding Theses to Pure is available [here](#).

*This User Guide is in addition to the videos, as well as the detailed help sections, that are located in Pure.*

*If you find any wrong or incomplete information in this guide do alert us so that we can update it. Please contact rso-systems@lancaster.ac.uk.*