NYIT’s Office of Sponsored Programs and Research (OSPAR) subscribes to SPIN, a Web-based database of national and international, governmental and private funding sources that contains about 40,000 funding opportunities pertaining to over 10,000 sponsors. Access to SPIN may be obtained through any computer with Web access, either on- or off-campus. The SPIN registration procedure is described below. Access to SPIN through OSPAR is limited to those NYIT faculty and staff members who are eligible to serve as Principal Investigators/Project Directors on sponsored projects at NYIT.

**SPIN Registration Procedure:**

Before an NYIT faculty or staff member can utilize SPIN, he or she must register at InfoEd’s home page (http://infoedglobal.com/), and OSPAR must validate the registration. Once the registration has been validated, the user may obtain access to SPIN via InfoEd’s home page (https://spin.infoedglobal.com/) or via OSPAR’s website (http://www.nyit.edu/ospar/). A brief description of the registration procedure is provided below. For further particulars, please consult the references posted at the OSPAR website.

1. To register, go to http://infoedglobal.com/ and click on GENIUS at the top of the page.

2. Then, under SMARTS/GENIUS, click on Create a New Profile, select New York Institute of Technology using the dropdown menu, and fill out a New Profile Registration including your first and last names, NYIT e-mail address, and a case-sensitive username and password, each one up to 20 alphanumeric characters in length. Click on Submit.

3. Once you have completed these steps, you will be taken to the Profile Summary Page. Here, you will create a profile that will allow you to receive the SMARTS daily e-mail alerts containing funding opportunities that meet the criteria that you specify. You will need to populate some or all of the following categories: General; Keywords; Applicant Type; Award Types; Geographical Restrictions; Sponsor Types; Locations Tenable; Position. The General category is essential because it is here that you will set the parameters regarding your SMARTS daily e-mail alerts. Here, you should enter your name and e-mail address and answer the four questions relating to SMARTS output; address information is optional. For Keywords, please select the ones that apply. It is recommended that you fill out the Applicant Type, Geographical Restrictions, Locations Tenable, and Position fields; Award Types and Sponsor Types are optional and could be left blank, as the defaults will provide you with the maximum number of hits.

4. Once you have completed your SMARTS/GENIUS profile, OSPAR will receive an e-mail alert notifying the Office of Sponsored Programs and Research that your profile has been completed. OSPAR staff will then validate your profile and you will be ready to use SPIN and to begin receiving daily SMARTS e-mail alerts. SPIN’s Quick Search feature enables you to search the SPIN database for funding opportunities containing a particular word or phrase. The SPIN Advanced Search feature enables you to perform a more detailed search and to e-mail SPIN programs to colleagues. The system also allows you to save and print your search results.

OSPAR’s SPINPlus subscription also gives one the option of building a more comprehensive profile using the GENIUS module. The primary purpose of GENIUS is to enable individuals at participating institutions to browse your profile and to contact you if they have similar research interests. GENIUS also contains tools for constructing CVs for general use and biographical sketches for NIH and other grant applications.

For help with SPIN, please contact OSPAR via telephone (516-686-7737) or e-mail (aandors@nyit.edu).

A. Andors, 09/11/2013