#### Office of Sponsored Programs and Research Email: sponsoredprograms@aum.edu 334.244.3865

# Pivot Funding Database - QUICK GUIDE

#### What is Pivot?

Pivot is a searchable database of federal and private funding opportunities.

## **Accessing Pivot**

https://pivot.proquest.com/session/login

- Select Use Institutional Login Credentials.
- Choose *Auburn University* from the dropdown menu.
- Enter your AU login credentials.

## **Conducting a Search**

Enter keywords pertaining to your area of interest in the search bar on the home page or click *Advanced Search*.

## **Refining a Search**

Utilize the Advanced Search filters to narrow down your search. We suggest starting with these three:

1. Keyword:		
Type relevant	► Funding Type	
keywords in	Keyword	
the search bar	and  Match any  Match all	
for possible	search	or browse
matches or	Explode:  Include Sub-entities	
browse the	Include Super-entities	
keyword	Applicant Type	
hierarchy.		
-		

2. Applicant/Institution Location: Type in the search box or browse *more locations*. Check *Unrestricted, Sub-entities,* and *Super-entities* to capture all applicable opportunities.

3. Applicant Type: Select *Academic Institution* and *Non-profit* when applying through AUM. If applying as an individual, use the Career Stage field.

## Saving and Modifying a Search

Three options are available on the Search Funding Results screen:

- Advanced Search starts a new, blank search screen.
- Save Search allows you to save and name the current search, as well as an option to receive weekly funding emails with new or updated opportunities relevant to that search.
- *Refine Search* returns to the Advanced Search screen with search criteria still entered.

Additional Search Tips and Options

- Start with a broad keyword, then refine the results with additional keywords and filters. Adding multiple keywords and/or filters at once can narrow results down too far.
- Use the keyword in either the free text box or the *Keyword* field but not both.
- Options to track or share are available on each individual funding opportunity.
- Searches can be shared on the Search Funding Results page or from Saved Searches on the Home page.
- Filters on the left-side panel of the Search Funding Results page reset after refining search.

## **Your Profile and Content**

Access your profile from the Home page or from the Profiles tab. Select *Edit Profile* to add keywords that will customize recommended funding opportunities. Enable automatic notifications by selecting *Advisor* from the Home page or button and checking the *Weekly Advisor Alert email*.

## Get Help/Additional Resources

The Office of Sponsored Programs and Research (OSPR) offers training and assistance. Contact Callie Sprayberry at csprayb1@aum.edu or 334-394-5514. Visit the OSPR website for more information and resources.

