# Biographical Sketch Instructions

Page Limit: 2 pages

# Senior Personnel

A biographical sketch is limited to two pages. The following information must be provided in the order and format specified below. Inclusion of additional information beyond that specified below may result in the proposal being returned without review.

Do not submit any personal information in the biographical sketch. This includes items such as: home address; home telephone, fax, or cell phone numbers; home e-mail address; drivers’ license numbers; marital status; personal hobbies; and the like. Such personal information is not appropriate for the biographical sketch and is not relevant to the merits of the proposal. NSF is not responsible or in any way liable for the release of such material.

# Professional Preparation

A list of the individual’s undergraduate and graduate education and postdoctoral training (including location) as indicated below:

Undergraduate Institution(s) Location Major

Graduate Institution(s) Location Major

Postdoctoral Institution(s) Location Area

Degree & Year Degree & Year Inclusive Dates (years)

# Appointments

A list, in reverse chronological order, of all the individual’s academic/professional appointments beginning with the current appointment.

# Products

A list of: (i) up to five products most closely related to the proposed project; and (ii) up to five other significant products, whether or not related to the proposed project. Acceptable products must be citable and accessible including but not limited to publications, data sets, software, patents, and copyrights. Unacceptable products are unpublished documents not yet submitted for publication, invited lectures, and additional lists of products. Only the list of ten will be used in the review of the proposal.

Each product must include full citation information including (where applicable and practicable) names of all authors, date of publication or release, title, title of enclosing work such as journal or book, volume, issue, pages, website and URL or other Persistent Identifier.

If only publications are included, the heading “Publications” may be used for this section of the Biographical Sketch.

# Synergistic Activities

A list of up to five distinct examples that demonstrate the broader impact of the individual’s professional and scholarly activities that focuses on the integration and transfer of knowledge as well as its creation. Examples should be specific and could include, among others: innovations in teaching and training (e.g., development of curricular materials and pedagogical methods); contributions to the science of learning; development and/or refinement of research tools; computation methodologies and algorithms for problem-solving; development of databases to support research and education; broadening the participation of groups underrepresented in STEM; and service to the scientific and engineering community outside of the individual’s immediate organization. Examples with multiple components are not permitted.

A separate biographical sketch pdf file, or other NSF-approved template, must be uploaded in FastLane for each individual designated as senior personnel.

Reference: NSF Proposal & Award Policies and Procedures Guide (PAPPG), 19-1, Effective January 28, 2019

# Biographical Sketch Template

Name Contact info

**Professional Preparation**

|  |  |  |  |
| --- | --- | --- | --- |
| Undergraduate Institution | Location  | Major | B.S., Year |
| Graduate Institution | Location | Major | M.S., Year |
| Graduate Institution | Location | Major | Ph.D., Year |
| Postdoctoral Institutions | Location | Area | Inclusive Dates (years) |

**Appointments**

2000-2010 Associate Professor, Statistics, University of Texas

1990-1999 Assistant Professor, Statistics, University of Texas

**Products**

# Five products most closely related to the proposed project

Last name, Initials, Last name, Initials. (year). Title. Publisher, Location. Last name, Initials. (year). Title. Journal, Volume #, pg #-#.

# Five other significant products

Last name, Initials. (year). Title. Publisher, Location.

Last name, Initials. (year). Title. Journal, Volume #, pg #-#.

**Synergistic Activities** (List up to five (5) examples demonstrating broader impact of your professional and scholarly activities focusing on integration, transfer and creation of knowledge. Examples below)

* Produced book and software introducing concept visualization laboratories into large
* (3,000 students per year) elementary statistics courses at UT Austin.
* American Co-Editor of Journal name 1998-
* Associate Editor of Journal Name 1991-1995
* Host and organizer of 1992 symposium on the Title