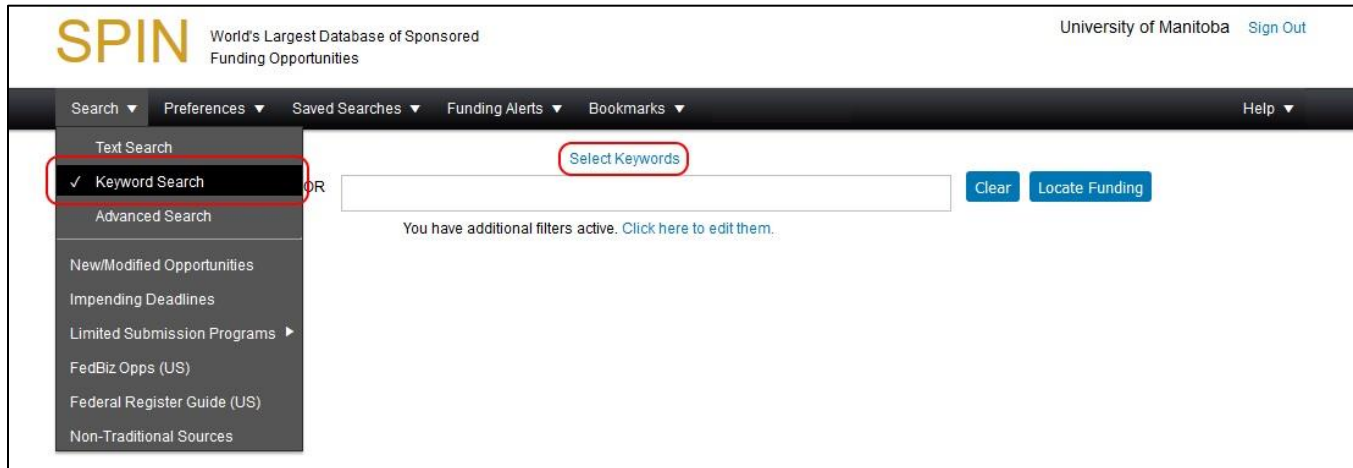


SPIN Funding Opportunities: Full Search

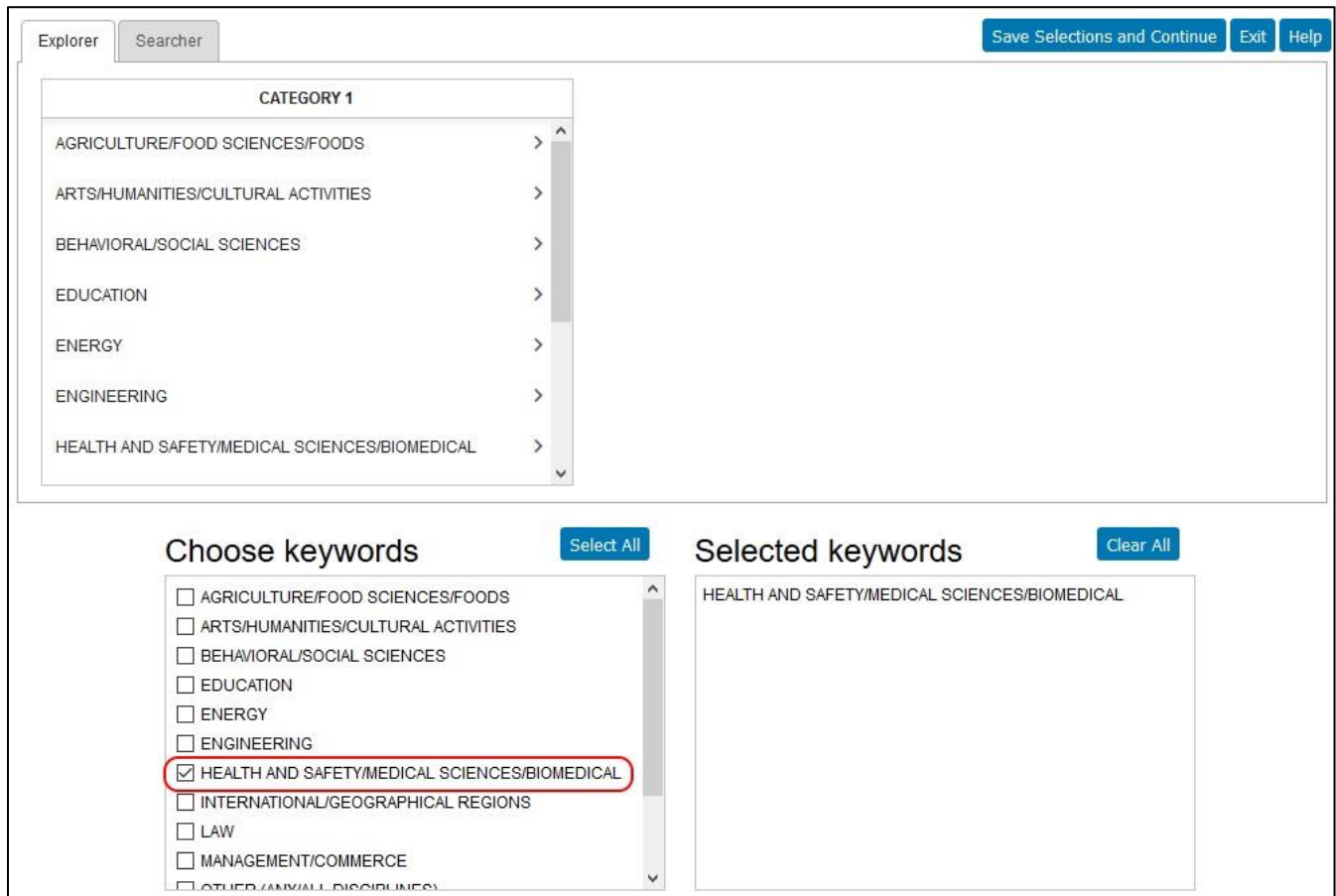
How to Search for Funding Opportunities by Keyword

Step 1 - Login to the SPIN search at: <https://spin.infoedglobal.com>

Step 2 - Under the 'Search' tab, click 'Keyword Search', then click 'Select Keywords' (opens a new window).



Step 3 - To search for an overall discipline of research, select the checkboxes under 'Choose keywords'.



Step 4 - To add specific keywords, click on the **'Category 1'** and **'Category 2'** options, then select the checkboxes under **'Choose keywords'**. Once you have chosen your keywords, click **'Save Selections and Continue'**.

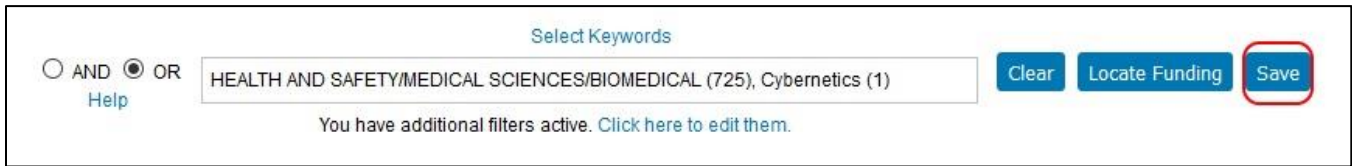
Tips:

- You can use the **'Searcher'** tab at the top to search for a particular keyword.
- To get back to showing only the list of overall disciplines (as in Step 3), click on the column header **'Category 1'**.

Step 5 - The keywords you have chosen will now be on the main search page. Click **'Locate Funding'** to run the search.

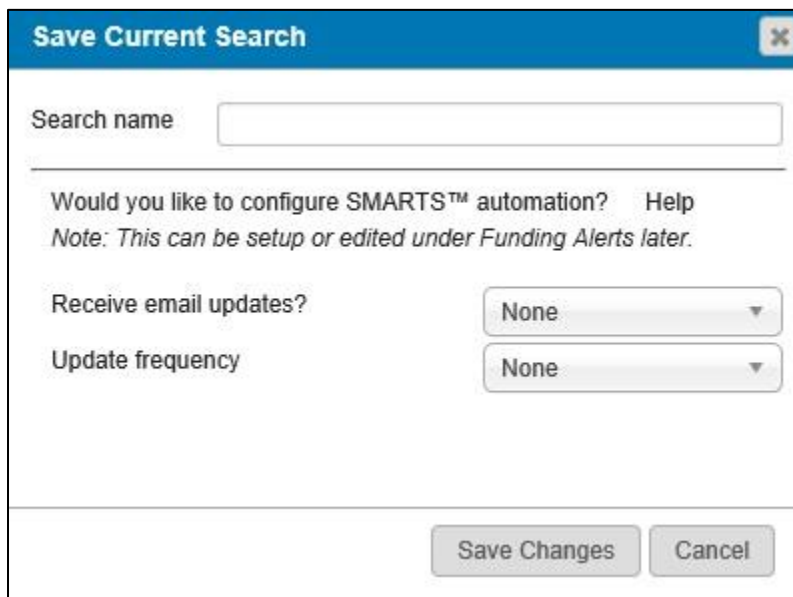
How to Receive Email Alerts for New Funding Opportunities

Step 6 - After running a search, click **'Save'**.



The screenshot shows a search results interface. At the top, there are radio buttons for 'AND' and 'OR', with 'OR' selected. Below them is a 'Help' link. A search box contains the text 'HEALTH AND SAFETY/MEDICAL SCIENCES/BIOMEDICAL (725), Cybernetics (1)'. To the right of the search box are three buttons: 'Clear', 'Locate Funding', and 'Save'. The 'Save' button is highlighted with a red circle. Below the search box, there is a message: 'You have additional filters active. Click here to edit them.'

Step 7 - Enter a name for your search. Set whether you would like the emails to be in HTML or plain text format, and whether the emails should be sent once each day or once a week. After you click **'Save Changes'**, you will be set to receive automated emails from **SMARTS**.



The screenshot shows a dialog box titled 'Save Current Search'. It has a search name input field. Below the input field, there is a question: 'Would you like to configure SMARTS™ automation?' with a 'Help' link. A note below the question reads: 'Note: This can be setup or edited under Funding Alerts later.' There are two dropdown menus: 'Receive email updates?' and 'Update frequency', both set to 'None'. At the bottom of the dialog box, there are two buttons: 'Save Changes' and 'Cancel'.

How to Change Search Filters

By default, all searches and email alerts are filtered to show:

- Any opportunity open to Canadian residents
- Any project type other than **'Prize or Award'**, **'ACGR (Australia)'**, or **'Temporary Government Assignments'**

You can change these filters by clicking on any of the menu options under **'Preferences'**.

Additional Assistance

- The **'Help'** menu at the top right of SPIN contains more information as well as training videos.
- If you have any questions or concerns, please contact ORS at: orsspin@umanitoba.ca