

Changing your name in existing research output

As a result of the datamigration, the Pure base name (from HR sync) is used for all your research output. The Quick Reference Card: **Changing your name in Pure**, shows how to add name variants and control the way your name is displayed in Pure. These preferences are used when adding NEW content to Pure Research Information.

To change your name-display in **existing** research output, it is necessary to edit your name in every individual publication you want to modify.

1. In a publication record, go to the Authors and affiliation section and click the “edit” button

Authors and affiliations ⓘ

Authors *

Albert Einstein (Demo purposes), Author Edit -
Internal person

University of Twente -
Organisational unit: University

[Add person...](#) [Add organisational unit...](#) [Add group author...](#)

Edit person

Albert Einstein (Demo purposes) Change person ▾
Internal person

Name and role on the research output

First name Last name *

Role *

Affiliation on the research output

University of Twente (1/05/17 - 1/05/18)

[Affiliate to another organisational unit...](#)

[Affiliate to an external organisation...](#)

[Update](#)

2. Change the name to the preferred name and when done, click “update”

Edit person
 Albert Einstein (Demo purposes)
 Internal person Change person ▼

Name and role on the research output

First name: A.
 Last name *: Einstein (Demo purposes)

Role *: Author ▼

Affiliation on the research output

University of Twente (1/05/17 → 1/05/18)

Update

3. Click Save at the bottom of the screen.

N.B. you can only change the name when re-validation is enabled. Once this option is no longer available, please contact your [Pure Faculty manager](#).

Help and Support

More detailed instructions on how to use Pure Research Information are available in the manual 'For Personal Users'. You can access the manual from the bottom right corner of the screen at any time when logged into Pure Research Information (Hover over 'Help and Support', choose 'Manual', choose 'For Personal Users').

Also FAQ's and Screencasts are listed here to help you make the best use of Pure Research Information.

Help and support

[Manual »](#)

[FAQ »](#)

[Screencasts »](#)

Contact helpdesk:
ris@utwente.nl