Changing your name and/or adding a name variant in Pure Research Information

The name(s) you see in your personal profile are synced from the HR department. If there are any errors in your name, please contact HR to fix this.

In Pure different types of names are used:

- **Base name** (HR-synced) - standard name to search on and display in Pure and on the University of Twente Research information portal. (full first names and last name with prefix)
- **Default publishing name** (user editable) - When you add a new publication in Pure, this will be the default name entered in the author field. If no default publishing name variant is present, the base (HR) name will be used. If you'd like your author name different from your HR name, please add this name variant.
- **Former name** (user editable) - add this variant if you previously published under another name.
- **Known as name** (user editable) - In this field a preferred display name can be entered. This name will be then used as the display name throughout Pure, and will also be shown on the University of Twente Research Information portal (overriding the base name).
- **Portal sort name** (user editable) - sort name when displaying lists on the portal. This is to overcome issues with Dutch last name prefixes like "van der Veen" which needs to be sorted on "Veen". If your name contains a prefix, we advise you to add this name variant. (Veen, van der)

No name variant (aliases) from former systems are transferred into Pure Research Information. It is advised to set these personal preferences yourself.

By default, first- and last name are synchronized from the HR system. If no first name is present, initials are used.

If you'd like to change your name as it is displayed on the University of Twente Research Information webpage and in Pure Research Information (backend), please edit the name and choose the name type: (in the picture below a Default publishing name is added)

From now on, when adding your name as an author to a publication, the Default publication name will automatically be presented (and is still editable). If for instance you'd always like to have just 1 first name with the author name, you can change the default name each time you add it to the publication. To avoid this, set up a Default publishing name.

Default publishing name

Known as name

Use the Known as name option if you want to change to a preferred display name. This name will be then used as display name throughout Pure, and will also be shown on the University of Twente Research Information portal (overriding the base name).

Please note: each name variant (known as, former and portal sort name) can only be added 1 time!

Help and Support

More detailed instructions on how to use Pure Research Information are available in the Pure manual.

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', click 'Manual') The available manuals are based on your role (researcher, editor) in Pure.

Also a link to the FAQ's is listed here to help you make the best use of Pure Research Information.