|  |  |
| --- | --- |
| **Name:**  | **Date: ­­­­­­­­­­­­­­­­­­** |
| **ID:**  |

# PART A: CURRICULUM VITAE

## Personal Details

(Additional details may be furnished if desired or delete if no information is submitted).

|  |  |
| --- | --- |
| **Office Telephone Number:** |  |
| **Cellular Phone:** |  |
| **E-mail Address:** |  |
| **Personal Webpage:**  |  |

## Summary of Contributions to Science

Write up to 3 contributions in bullets

Max. 3-4 lines for each point (max. for all points - 1/2 page)

## Higher Education

### Undergraduate and Graduate Studies

Click the **Tab** button while the cursor is on the last row to add rows to the table.

|  |  |  |
| --- | --- | --- |
| **Period of Study**(month/year – month/year) | **Name of Institution and Department** | **Degree** |
|  |  |  |
|  |  |  |
|  |  |  |

### Post-Doctoral Studies

Click the **Tab** button while the cursor is on the last row to add rows to the table.

|  |  |  |
| --- | --- | --- |
| **Period of Study**(month/year – month/year) | **Name of Institution and Department/Lab** | **Name of Host** |
|  |  |  |
|  |  |  |

## Academic Ranks and Tenure in Institutes of Higher Education

Specify the rank, position or status and duration of stay in the respective institutions (following the completion of your doctorate), including the current rank and if tenure has been granted.

Click the **Tab** button while the cursor is on the last row to add rows to the table.

|  |  |  |
| --- | --- | --- |
| **Period** (month/year – month/year) | **Name of Institution and Department** | **Rank/Position** Specify if full or percent part time |
|  |  |  |
|  |  |  |

**For all remaining entries:**

\* Represents activities and publications since your **last appointment/promotion.** (Delete the irrelevant option).

 \*\* Represents activities and publications since **tenure was granted.** (In case of a separate procedure for tenure).

## Offices in Academic Administration

Note positions such as Dean, Head of Department, Head of Institute, Head of Program, Committee Member, etc. at the University of Haifa and at other institutions of higher education.

In the case of multiple roles, group them within subheadings.

Click the **Tab** button while the cursor is on the last row to add rows to the table.

|  |  |  |
| --- | --- | --- |
| **Years** | **Name of Institution and Department** | **Role** |
|  |  |  |
|  |  |  |

## Scholarly Positions and Activities outside the University

Specify your roles and activities as indicated below. Impact factor and quartile ranking of the journals commonly accepted in your field should be included.

 **Delete any tables that are not relevant.**

New subheadings may be added based on your activities.

Click the **Tab** button while the cursor is on the last row to add rows to the table.

|  |  |
| --- | --- |
| **Year** | **Memberships in Academic Professional Associations** |
|  |  |

|  |  |
| --- | --- |
| **Year** | **Editorial Assignments** |
|  |  |

|  |  |
| --- | --- |
| **Year** | **Reviewing for Refereed Journals** |
|  |  |

|  |  |
| --- | --- |
| **Year** | **Reviewing for Funding Agencies** |
|  |  |

|  |  |
| --- | --- |
| **Year** | **Other Scholarly Positions and Activities** |
|  |  |

|  |  |
| --- | --- |
| **Year** | **Other Relevant Positions and Activities** |
|  |  |

## Conferences / Invited Lectures / Seminars(**last 10 years or more**)

Under the heading of **Role**, please indicate:
Poster Presenter / Speaker / Invited Speaker / **Keynote speaker/Invited plenary speaker [only the last ones in BOLD]**

In case you were not the presenter, please indicate under the **Role** column:
“#” if the presenter is a student under your supervision,
“##” if the presenter is supervised by someone else,
underline the name if the presenter is not a student.

### Participation in International Conferences

Click the **Tab** button while the cursor is on the last row to add rows to the table.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Date** (month/year) | **Name of Conference**  | **Place of Conference** (city and countryor indicate if a virtual conference) | **Subject of Lecture/Discussion** | **Role**  |
|  |  |  |  |  |

### Participation in Local Conferences

Click the **Tab** button while the cursor is on the last row to add rows to the table.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Date** (month/year) | **Name of Conference**  | **Place of Conference**(city) | **Subject of Lecture/Discussion** | **Role**  |
|  |  |  |  |  |

## Invited Scholarly Lectures (other than in conferences)

Please indicate **Role**, such as presenter of a talk, commentator.

### c.1. Abroad

Click the **Tab** button while the cursor is on the last row to add rows to the table.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Year** | **Name of Forum** | **Place of Lecture**(institute, city, country) | **Subject of Lecture** | **Role** |
|  |  |  |  |  |

### c.2. In Israel

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Year** | **Name of Forum** | **Place of Lecture**(institute, city) | **Subject of Lecture** | **Role** |
|  |  |  |  |  |

## Colloquium or Seminar Talks

Do not include seminars given in your own department.

Click the **Tab** button while the cursor is on the last row to add rows to the table.

|  |  |  |  |
| --- | --- | --- | --- |
| **Year**  | **Name of Forum**  | **Place of Lecture**(institute, city, country) | **Subject of Lecture**  |
|  |  |  |  |

### Organization of Conferences or Sessions

The column heading **Role** is intended for describing your role in organizing the conference. For example: organizing a session, membership in the steering committee, membership in the organizing committee, member of scientific committee.

Click the **Tab** button while the cursor is on the last row to add rows to the table.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Year** | **Name of Conference**  | **Place of Conference**(city and country) | **Subject of Conference** | **Role** |
|  |  |  |  |  |

## Research Grants

### Grants Awarded

In the **Role in Research** column, please indicate:
A sole investigator - Principal Investigator (**PI**),
Co-Principal Investigator (**Co-PI**), (add the names of the collaborators to the study and their respective roles in the column **Other Researchers**)
Co-Investigator (**CI**), (add the names of the collaborators to the study and their respective roles in the column **Other Researchers**).

In the **Amount** column, indicate the overall sum awarded and the sum designated for you (in original currency).

Add the letter “**V”** when a grant is awarded from a “VATAT” (The Council for Higher Education) Committee recognized grant-funding agency (i.e., the most competitive grants awarded in Israel).

Add the letter "**C"** for other competitive funds.

Add subtitles for "other funds" and for "internal funds".

Please note – awards which are not research grants to the applicant (such as travel grants to your students) should not be added here.

Click the **Tab** button while the cursor is on the last row to add rows to the table.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Years** | **Role in Research**(PI, Co-PI, CI) | **Other Researchers**(Name & Role) | **Title**  | **Funded by**  |  **Amount**  | **Relevant Publications**  |
|  |  |  |  |  |  |  |

### Submission of Research Proposals - Pending

Click the **Tab** button while the cursor is on the last row to add rows to the table.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Years**  | **Role in Research** (PI, Co-PI, CI)  | **Other Researchers**(Name & Role)  | **Title**  | **Funds Requested Agency**  | **Amount**  |
|  |  |  |  |  |  |

### Submission of Research Proposals – Not funded

### Click the Tab button while the cursor is on the last row to add rows to the table.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Years** | **Role in Research** (PI, Co-PI, CI)  | **Other Researchers**(Name & Role) | **Title** | **Funds Requested Agency** |
|  |  |  |  |  |

## Scholarships, Awards and Prizes

Indicate the source of the award or prize, the purpose for which it was awarded or for what achievement it was awarded, as well as the amount of the award (if accompanied by a financial grant).

Click the **Tab** button while the cursor is on the last row to add rows to the table.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Source** | **Purpose of Award or Achievement** | **Other Awardees** | **Name of Award** | **Years** |
|  |  |  |  |  |

## Teaching

### Courses Taught (last 10 years)

It is not necessary to provide separate entries for a course that is given repeatedly over a period of years, but specify the years in which the course was given. If the exact number of students who attended is unknown, report the approximate number of students.

Click the **Tab** button while the cursor is on the last row to add rows to the table.

|  |  |  |  |
| --- | --- | --- | --- |
| **Years** | **Name of Course** | **Type of Course**Lecture/Seminar/Workshop/ Online Course/ Introduction Course (Mandatory) | **Level**BA/BSc/MA/MSc/ PhD/ etc |
|  |  |  |  |

### Supervision of Graduate Students (for Full Professor – only last 10 years)

Students' achievements should include details such as: prizes for excellence, travel grants, continuation of doctoral studies or post-doctoral studies, academic appointments and scientific publications accomplished under your guidance (in a joint publication, please refer to the appropriate number from the list of publications).

Click the **Tab** button while the cursor is on the last row to add rows to the table.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Name of Student** | **Name of Other Mentors** | **Title of Thesis** | **Degree** | **Year of Completion /****in Progress** | **Student’s Achievements** |
| **Master’s Students**  |
|  |  |  |  |  |  |
| **Ph.D. Students** |
|  |  |  |  |  |  |
| **Post-Doctoral Fellows** |
|  |  |  |  |  |  |

## Miscellaneous

This section relates to relevant information that has not been reported up to this point. You may add any achievements not falling into the categories above.

You are required to account for prolonged breaks in teaching or in performing academic activities and describe any circumstances that can account for a delay in advancing in your academic activities (e.g., illness, maternity leave, other personal circumstances including those related to the covid-19 pandemic, immigration, significant change in academic field, significant time needed to establish research activities). In the absence of any pertinent information, this heading should be deleted.

**Part 2 - List of Publications: instructions**

* Begin this part on a new page.
* Make sure that each publication is accurately reported under the appropriate heading.
* Complete bibliographical details should be entered including the name of the article as it appears on the publication, the complete title of the journal or publication (do not use abbreviations), volume, pages and year.
* The names of all the authors of the publication must be stated in the order in which they appear in the publication. Highlight your name in bold font for all publications listed.
* If one of the co-authors is/was your student, indicate by adding # next to his / her name (for example: #Cohen, M.).
* In order for a book or scientific article to be considered as accepted for publication it must fulfill the following conditions:
	+ The complete manuscript has been approved for publication in its current form and does not require any additional changes.
	+ The editor or publisher has provided a letter unequivocally confirming that the manuscript has been accepted for publication in its current version.
* The publications in each section should be numbered and listed in ascending chronological order (from earliest to latest). Publications that have been "accepted" should be numbered sequentially among the "published publications".
* The following data should be provided for each listed article[[1]](#footnote-1):
	+ Citation index accepted by the department and approved by the Rector (e.g. Impact Factor (IF) according to the ISI (JCR), MCQ according to the MathSciNet, etc.) for the relevant year of publication in fields where it is commonly accepted.
	+ Journal ranking in the field[[2]](#footnote-2) (R) (e.g., 3/54) and the quartile or ranking (Q) (e.g., Q1, Q2) during the year in which the article was published and in accordance with the source accepted by your department and approved by the Rector (e.g., JCR, SJR, MathSciNet, W&L LJR, etc.). When no other indices are available, indicate “V” if the journal appears in the Council for Higher Education listings.
	+ You may include any other rating/index relevant to your area of study.
* If a publication is not written in English, specify the language in parentheses following the details of the publication.
* When a publication appears in different publication platforms or editions or in a different language, list it as a sub-item of the original publication (e.g., 8a, 8b, 8c), which should be inserted slightly to the right.
* When an article is also published as a chapter in a book, note this in both sections and write in parentheses: "See also ..." or "appears also as...".
* When an article in a peer-reviewed journal is based on a previously published conference paper, note and refer to this in both sections.

# PART B: PUBLICATIONS

Indicate your H-index and Citation index (without self-citations). In the absence of citations in the ISI (JCR), preference is given to Scopus (SJR) and/or Google Scholar. In disciplines in which a different citation index (e.g. MathSciNet) is internationally accepted, the number of citations from this index should be noted.

Specify the sources you have used.

|  |  |  |
| --- | --- | --- |
| **H-index:**  |  | **Source:**  |
| **Citation index:** |  | **Source:**  |
| **ORCID number:** |  |
| **Google Scholar link:** |  |

## Ph.D. Dissertation

|  |  |
| --- | --- |
| **Title:**  |  |
| **Date of submission:**  |  |
| **Number of pages:**  |  |
| **Language:**  |  |
| **Name of supervisor:**  |  |
| **University:**  |  |
| **Publications:** item no. from the following list (for example: B2, D12, etc.) |  |

**Publications that have been "accepted" should be indicated as such in the end (i.e. …[Accepted for publication]**

Choose from one of the three examples below when reporting a joint publication. Alternatively, add a comment appropriate for your field to explain the order in which the authors are listed. In the case of non-relevant comments (including publications written by a single author), delete the comment.

**Notes for the following chapters**

**For joint publications:**

1. The order of the listed authors is according to their relative contribution (unless otherwise specified).
2. The authors contributed equally (unless otherwise specified).
3. First author is the main contributor, last author is usually the group head; the rest appear according to their relative contribution (unless otherwise specified).

**Abbreviations:**

I.F. = Impact Factor (Add name of source & Year article published).

R = Ranking (Add name of source & Year article published in most relevant field)

Q = Quartile (Add name of source & Year article published in most relevant field).

V = Vatat List (The Council for Higher Education) – when no other indices are available.

# = Student under my supervision.

## = A student (not under my direct supervision).

## Scientific Books (Refereed)

* Indicate the publishing house and year of publication; if the book has not yet published, provide a letter confirming final acceptance from the publisher.
* Textbooks should be included in “Other scientific publications”.
* Books that have been translated into another language or revised should be listed as a sub-section of the original book. For example, if the original is listed as 1, and then the additional revision or translation should be listed as “1.a”.
* Books that have not yet been completed (including books that are part of a book contract) should be referred to at the end of section K under the subheading of “In Preparation”.
* Provide complete bibliographical details, author's names and publication platforms, for book reviews written on books that you have written.
* **Publications that have been "accepted" should be indicated as such in the end (i.e. …[Accepted for publication]**
* In case of empty sub-title, delete it.

### Authored Books

### Monographs

### Edited Books and Special Journal Issues

## Articles in Refereed Journals

Articles that appeared earlier as a conference publication should be referred to according to the number in which they appear in section F.

**Publications that have been "accepted" should be indicated as such in the end (i.e. …[Accepted for publication]**

In case of **Commentary** or **Letter to the Editor**, or **Research Notes**, list those articles under a separate sub-title in continuation numbering to the research articles.

In case of empty sub-title, delete it.

##  Articles or Chapters in Scientific Books (Refereed)

In case of empty sub-title, delete it.

##  Articles in Conference Proceedings

Refer to the number of an article in section D (articles in refereed journals) for an article that is based on a conference proceeding.

Extended Abstracts / Abstracts should be listed under separate sub-headings.

In case of empty sub-title, delete it.

##  Entries in Encyclopedias

Next to encyclopedia entries, note whether they have been **reviewed or/and invited**. If they have all been reviewed or none of them have been reviewed, add this information as a comment following the section title.

##  Other Scientific Publications

This section can include publications such as abstracts, book reviews, review articles, scientific reports. These publications can be divided into sub-sections as needed.

In case of empty sub-title, delete it.

##  Other Works and Publications

This section is appropriate for reporting publications in non-scientific publications, opinion pieces, teaching aids, and study programs, etc. Sub-sections can be used as needed.

##  Submitted for Publication

### a. Books

### b. Articles

### c. Chapters in Scientific collections/books

## Future Research Plans

Write briefly your future plans in research: topics of research, future plans for submissions of research proposals for competitive grants, a research vision, contribution to society, etc.

##  Publications in Preparation

Works in preparation should be placed here. Delete the irrelevant subtitle.

### Books

### Articles

### Chapters in Scientific collections/books

1. If needed, the library provides assistance in retrieving these data. For further information, contact Ms. Orna Rosh (orna@univ.haifa.ac.il). [↑](#footnote-ref-1)
2. The general ranking for your discipline should be reported (e.g., 4/200). In the case of available sub-categories, you may also report these rankings (e.g., 4/20). [↑](#footnote-ref-2)