




# CareerTrac Trainee Portal Screenshots

## Login Page

OMB NO.: 0925-0568 Expiration Date: 04/30/2021

 National Institute of Environmental Health Sciences

 **CareerTrac**  
Tracking Trainees to Success



Login About Login

Please sign in with your eRA Commons or NIH credentials

[Login with iTrust](#)

[Need Help? Request CareerTrac Access](#)

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# Career Stage Page

 National Institutes of Health

**CareerTrac | Trainee Portal**  
Tracking Trainees to Success



[Home](#) [View Commons](#) [CareerTrac Appointments](#) [Submissions](#) [Help](#) Logged in as Jane Doe | [Logout](#)

[Career Stage](#) [Contact Info](#) [Pre-Training](#) [In-Training](#) [Degrees](#) [Accomplishments](#) [Review and Send](#)

**Career Stage | T32ES012345**

Please select your current career stage:

[Continue](#)

- High School Student
- Undergraduate School
- Post-Baccalaureate
- Post-Master Individual
- Graduate Student
- Post-Doctoral Fellow
- Investigator

[Save Draft and Exit](#) [Save and Continue](#)

# Contact Info Page



Contact Info | T32ES012345

Read-only items are imported from your eRA Commons Personal Profile. To edit these items: [Login to eRA Commons](#)

Commons ID

Readonly input here...

Address Line 1

Readonly input here...

First Name

Readonly input here...

Address Line 2

Readonly input here...

Middle Name

Readonly input here...

Address Line 3

Readonly input here...

Last Name

Readonly input here...

City

Readonly input here...

Suffix

Readonly input here...

State/Province

Readonly input here...

Primary Email Address

Readonly input here...

Country

Readonly input here...

Alternative Email Address

Text input here...

Postal Code

Readonly input here...

Phone Number

Readonly input here...

Alternative Phone Number

Text input here...

Previous

Save Draft and Exit

Save and Continue

# Pre-Training Info Page



Pre-Training | T32ES012345

## Previous Position

Please enter the last professional position and title you held before entering this training program.

Position

Title

Institution or Company



Location of Institution or Company

Previous

Save Draft and Exit

Save and Continue

# In-Training Info Page

 National Institutes of Health **CareerTrac | Trainee Portal**  
Tracking Trainees to Success 

Home View Commons CareerTrac Appointments Submissions Help Logged in as Jane Doe | Logout

Career Stage Contact Info Pre-Training In-Training Degrees Accomplishments Review and Send

In-Training | T32ES012345

**Research Project Title**

**IMPAC II Training Information**

<b>Date Training Began</b> 09/01/1996	<b>Date Training Ended</b> 12/31/1996
<b>Degree Level</b> PRE-DOC	<b>NIH Field of Training</b> Toxicology

**ORCID ID**

**Scientific/Technical Fields**  
Select up to six fields that describe the trainee's research

Select...

AIR QUALITY - OUTDOOR

ASTHMA

**Sources of Support** ⓘ  
Select up to three sponsors

Select...

US NATIONAL SCIENCE FOUNDATION

**Research Training Mentor**

+ New Mentor

Please list all mentors that have assisted this trainee during their 'In-Training Experience'

Mentor	Institution	Department	Year	Actions ⓘ
ALBUS DUMBLEDORE	UNIVERSITY OF MICHIGAIN	ENVIRONMENTAL HEALTH SCIENCES	1996 - 1996	<a href="#">Q</a> <a href="#">✎</a> <a href="#">✕</a>
SEVERUS SNAPE	UNIVERSITY OF MICHIGAIN	ENVIRONMENTAL HEALTH SCIENCES	1996 - 1997	<a href="#">Q</a> <a href="#">✎</a> <a href="#">✕</a>

Previous Save Draft and Exit Save and Continue

## In-Training Info Page - New Mentor (Search)

**Create Mentor**✕

Create new mentor

**Search for an existing mentor**

Type a few letters to search for a mentor by first name, last name or institution. If no matching mentor is found, you will be able to create a new one.

## In-Training Info Page – New Mentor (Maunally Enter)

Create Mentor

✕

**First Name \***

**Last Name \***

**Country \***

**Institution \***

**Department \***

**Start Year**

**End Year**





*\* Indicates required field*

Search Again

Save

Cancel

# Degrees Page



[Home](#) [View Commons](#) [CareerTrac Appointments](#) [Submissions](#) [Help](#) Logged in as Jane Doe | Logout

[Career Stage](#) [Contact Info](#) [Pre-Training](#) [In-Training](#) [Degrees](#) [Accomplishments](#) [Review and Send](#)

Degrees | T32ES012345

Degrees in CareerTrac

Information defining Pre-, In-, and Post-Training degrees

[Import from Commons](#) [Create New](#)

Training Status	Degree or Nature of Training	Institution	Year	Actions
Pre-Training	BS - BACHELOR OF SCIENCE	UNIVERSITY OF MARYLAND	1996	<a href="#">Q</a> <a href="#">✎</a> <a href="#">✕</a>
In-Training	SHORT - SHORT TERM TRAINING EXPERIENCE	UNIVERSITY OF MICHIGAIN	1996 - 1996	<a href="#">Q</a> <a href="#">✎</a> <a href="#">✕</a>

Degrees in eRA Commons

These items can be imported from your Commons Profile, if they are not already present in CareerTrac.

[View in Commons](#)

Training Status	Degree or Nature of Training	Institution	Year	Actions
Pre-Training	BS - BACHELOR OF SCIENCE	UNIVERSITY OF MARYLAND	1996	<a href="#">Q</a> <a href="#">+</a>

[Previous](#) [Save Draft and Exit](#) [Save and Continue](#)

## Degrees Page - Create Education (Commons Trainee)

Create Education ✕

**Search IMPAC II**

Name

Commons ID

[Search IMPAC II](#)

**Manually Enter Education**

If the Education you wish to enter is not found in IMPAC II for this trainee, you may manually input it here.

[Continue](#)

[Cancel](#)





## Degrees Page – Create Education (Manually Enter; CRCHD, NIEHS, SRP)

### Create In-Training Educational Program ✕

---

This represents the broader educational experience for the trainee. Note this is NOT the training grant to which the trainee is appointed (which is tracked in xTrain). For example if the trainee is appointed to a PREDOC position enter the Doctoral Program education information here (FYI this is needed for Table 12). If the trainee is a POSTDOC enter the expected/actual information about the entire doctoral program.

**Educational Degree or Nature of Training Program \***

**Institution Country (of Institution Granting the Degree)**

**Institution **

**When did the educational program begin? \***

**When did the educational program end or when is it expected to end? \***

---

\* Indicates required field

## Degrees Page – Create Education (Manually Enter; FIC, NCI)

Create Education ✕

**Expected Duration of Training** N \*

Long-term (6 months or more)  
 Medium-term (3 to 6 months)  
 Short-term (less than 3 months)

**Date Training Began** N \*

Month...  Year...

**Projected End Date** N \*

Month...  Year...

**Training Completed?** \*

Yes  No

**Degree or Nature of Training** N \*

Select a degree...

**Location of the institution that granted the degree**

Select a country...

**Institution that granted the degree** N ?

Select a country first...

**When was the degree awarded or when is the expected award date?** N \*

Month...  Year...

**Trainee's Research Project Title** N

3950 characters remaining

**Is majority of training-related research conducted in U.S. or foreign country?** ?

U.S.  Foreign  Split Equally

**Broad Research Area** \*

Select a research area...

**NIH Field of Training**

Use the top-level selector to filter to a field of training. [Download and View Complete Field of Training List](#)

Select a top-level field ...

Select a second-level field ...

**Scientific/Technical Fields** \*

Select up to six fields that describe the trainee's research.

Select a scientific/technical field ...

**In-country mentored research support?**

Yes  No

**Did training contribute to any of the following programs?** ?

Select a program...

**Associated Research or Training Sponsor?** ?

Select a research sponsor...

**Training funded using ARRA money?**

Yes  No

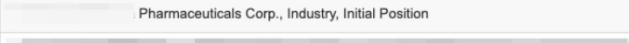
# Accomplishments Page



Accomplishments | T32ES012345

Please enter the trainees accomplishments that can be attributed to NIEHS training. New employments that were entered in IMPAC II directly (via xTRAIN/xTRACT) are available for manual import by clicking "Search IMPAC II" in the Create Employment window.

[Add Accomplishment](#)

Description	Type	Year	Actions
Pharmaceuticals Corp., Industry, Initial Position	Employment	2003	<a href="#">View</a> <a href="#">Edit</a> <a href="#">Delete</a>
 Toxicological sciences : an official journal of the Society of Toxicology	Publications	2007	<a href="#">View</a> <a href="#">Edit</a> <a href="#">Delete</a>
Project Toxicologist, Other, Current Position	Employment	2016	<a href="#">View</a> <a href="#">Edit</a> <a href="#">Delete</a>

[Previous](#) [Save Draft and Exit](#) [Save and Continue](#)

## Accomplishments – Career Highlights/Leadership

### Create Career Highlights/Leadership ✕

#### Career Highlight Example:

The purpose of this accomplishment category is to allow CareerTrac users to provide a narrative account of how training has directly impacted a Trainee's career or leadership potential.

For example, Jane Doe, Ph.D., participant in the XXX research training program, received a competitive "Best Paper" award at the International Conference on \_\_\_\_\_. Her training with \_\_\_\_\_ had a direct influence on the direction of the research describe in the paper.

Other examples might include:

- Served as member or Chairperson of a scientific panel convened by a the National Academy of Sciences, the Institute of Medicine, or other government entity
- Received an award
- Led revisions of clinical guidelines, etc.

#### Career Highlight/Leadership Year Began \*

#### Career Highlight/Leadership Year End

#### Career Highlight/Leadership Title \*

#### Career Development/Leadership Narrative \*

400 characters remaining

#### Training Status When Accomplished ? \*

## Accomplishments – Employment (Commons Trainee)

Create Employment Accomplishment ✕

**Search IMPAC II**

Name

Commons ID

**Manually Enter an Employment**

## Accomplishments – Employment (Manually Enter)

Create Employment

×

Training status while employed in this position  \*

Select a training status...

Employment Year Began \*

Select the start year...

Employment Year End

Select the end year...

Job Title \*

Country of Employment


Select a country...

Region

n/a

Employer 

Select a country first...

Employment Sector  \*

Select a sector...

What is the major emphasis of this position?  \*

Select an emphasis...

Is this a post-doc position? \*

Yes  No

Which of the following best describes the tenure status of this position? \*

Select a tenure status...

If applicable, please select a topic area for this position

Not Applicable

Save

Cancel

## Accomplishments – Fellowship

Create Fellowship ✕

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Please enter fellowships other than the current grant or supplement

**Training Status When Accomplished** ? \*

Select a training status... ▾

**Fellowship Name** \*

**Fellowship Type** \*

Select a Type of Fellowship... ▾

**Awarding Institution or Agency (of the Fellowship)** \*

**Year Received** \*

Select a year... ▾

**Source of Support**

Select a research sponsor... ▾

**Source of Support - Other**

---

## Accomplishments – Honors/Awards

Create Honors/Awards ✕

---

**Training Status When Accomplished** ? \*

Select a training status... ▾

**Honor/Award/Recognition (Name)** \*

**Awarding Entity (of Honor/Award)** \*

**Location of Awarding Entity** \*

Select a country... ▾

**Year Received or Initiated** \*

Select a year... ▾

---

Accomplishments - New Competitive Funding (Commons Trainees)

Create New Competitive Funding ✕

---

**Search IMPAC II**

Name

Commons ID

---

**Manually Enter Other New Competitive Funding**

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## Accomplishments – New Competitive Funding (Manually Enter)

### Create New Competitive Funding ✕

This section is for grant awards/funding received after the trainee's SRP training experience.

#### Trainee's Role on Funded Award ⓘ

Select a funding role...

#### Start Date of Funded Award ⓘ

Select a month...

Select a year...

#### Title of Award \*

#### Award Number

#### Source of Support \*

Select a funding organization...

#### Source of Support Country

Select a country...

Save

Cancel

## Accomplishments – Posters at Scientific Meetings

Create Posters at Scientific Meetings ✕

Please enter only those posters related to Superfund research training.

**Training Status when Accomplished** ? \*

Select a training status...

**Year Poster Presented** \*

Select the year...

**Type of Presentation** \*

Select a Type of Presentation...

**Meeting Title** \*

**Number of Posters** \*

Save

Cancel

## Accomplishments – Product or Policy Development

### Create Product or Policy Development ✕

**Training Status when Accomplished** ? \*

Select a training status...

**Did any of your work on this grant result in the development or implementation of any of the following?**

Select a product policy area...

**URL or Citation for Product or Policy**

3950 characters remaining

**Description of the Product or Policy** \*

3950 characters remaining

**Significance of Product or Policy** \*

3950 characters remaining

**Year of Product or Policy Development**

Select a year...

**Result in a Non-provisional Patent**

Yes  No

**Patent Number**

**Country that Issued Patent**

Select a country...

**Demonstrable Effects on U.S. Health Science and Public Health Interventions**

Yes  No

**Description of Significance of Effects on U.S. Health Science and Public Health Interventions**

3950 characters remaining

## Accomplishments - Publications (Search)

Create Publication Accomplishment ✕

---

**Search PubMed by Author**

First Name

Last Name

Article Title

[Search by Name](#)

---

**Search PubMed by PMID or PMCID**

ID

[Search by ID](#)

---

**Manually Enter an Publication**

[Continue](#)

## Accomplishments – Publications (Maunally Enter)

Create Publications ✕

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**Article Title\***

**Journal Name\***

**Volume**

**Pages**

**Journal Publication Date - Month**

**Journal Publication Date - Year**

**First Author\***

**Other Authors**

**Last Author**

**PMID**

**PMCID**

**Has this article been peer reviewed?**

Yes  No

**Training Status When Research Conducted ?\***

**Does this Journal have local or international readership and/or distribution?**

Local  International

**Research Country**

---

## Accomplishments – Students

### Create Students ✕

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Please indicate the number of students the trainee has trained/educated in an area related to his/her Superfund research training.

**Year**

Select the year...

**Number of Students \***

**Training Status When Accomplished ?**

Select a training status...

Save

Cancel