



HIDE ACTIVITY FROM PUBLIC WEB PROFILE

This tutorial goes over how to hide activity from your public profile, but still allow deans and reviewers access to review your work.

1. Log in to Digital Measures here: <https://appsrv.pace.edu/DigitalMeasures/>.
2. Click on whichever activity you would like to work on and click the gray pencil next to the item.

Activities Database - University

Contracts, Fellowships, Grants and Sponsored Research

[RETURN TO MAIN MENU](#)

[ADD A NEW ITEM](#)
[DELETE](#)

[SEARCH](#)

Items added to Contracts, Fellowships, Grants and Sponsored Research		EDIT	COPY
☐	Grant the Connect to Learning Project Supplemental Mini-Grant FIPSE January 1, 2014 - June 1, 2014		



- Use the dropdown menu to change the **Web Display Duration** to say **Hide from Profile**.

Activities Database - University
Contracts, Fellowships, Grants and Sponsored Research RETURN TO MAIN MENU

Type:

Title:

Sponsoring Organization:

Awarding Organization Is:

Investigators
Please either select a person from the drop-down list or enter their name in the input fields.

Investigator	People at Pace University	First Name	Middle Name/Initial	Last Name	Role	If a student, what is his/her level?	Web Display Duration
Gordon, Beth G: BGORDON							Default - display for five years Default - display for five years Hide from profile Keep permanently on profile

Add an

- Then click **Save and Return**.



My Notes: