Mount Sinai Health System/
Icahn School of Medicine
Sinai Central - EDIR
User manual for students
Login screen - https://sinaicentral.mssm.edu/

Use the same name and password used for accessing your Icahn School of Medicine computer.
Employee Self Service Menu

Select Employee Self Service

Select Directory Profile
Directory Profile Menu

Select the areas of your profile you wish to update from the left hand menu:

- General contact information
- Biography information
- Faculty & Student
- Research Topics
- Publications
- Portrait photograph
- Video
General – add contact information

Update General Contact Info

Requested By
Status: DRAFT

Name
First
Middle
Last

Gender

Email
Add Email

On Campus
Add Address

Off Campus
Add Address

SAVE DRAFT  PUBLISH  CANCEL REQUEST

Publish here
Complete your Biography information

Add your biography info

Publish here
Complete your Student information

Update Faculty & Student Profile

Requested By
Status: DRAFT

Education
Add another institution

Research
Add another research topic

Awards
Add another award

SAVE DRAFT  PUBLISH  CANCEL REQUEST

Publish here
Select your Research Topics

Choose your Research Topic

Please pick the Research Topics that apply to you.

- Addiction
- Adipose
- Aerodigestive Tract
- Aging
- Alkaliphilic Bactillus
- Allergy
- Alzheimer\'s Disease
- Amyotrophic Lateral Sclerosis
- Anatomy
- Anesthesia
- Angiogenesis
- Anti-Tumor Therapy
- Antibiotic Resistance
- Antibody Development
- Antigen Presentation
- Antimicrobial Resistance
- Antivirals
- Apoptosis/Cell Death
- Atherosclerosis
- Auditory
- Autism
- Autoimmunity
- Autophagy
- Axon Guidance
- Axonal Growth and Degeneration
- B Cells
- Bacterial Genetics
- Basal Ganglia
- Behavioral Health
- Biochemistry

[Buttons: SAVE DRAFT, PUBLISH, CANCEL REQUEST]
Select your Training Areas

Choose your Training Area

Please pick the Training Areas that apply to you.

- Cancer Biology [CAB]
- Development, Regeneration, and Stem Cells [DRS]
- Genetics and Data Science [GDS]
- Immunology [IMM]
- Microbiology [MIC]
- Neuroscience [NEU]
- Pharmacology and Therapeutics Discovery [PTD]

Save Draft  Cancel Request  Publish
Add your publications

### Publications

**Requested By:** [Enter name]

**Status:** DRAFT

**Download references from PubMed**

Enter the PubMed ID. You may enter multiple ids separated by spaces. The downloaded references will be added below.

<table>
<thead>
<tr>
<th>PubMed ID(s)</th>
<th>Download</th>
</tr>
</thead>
</table>

**Sort Order:** [Enter number]

**Type:** Peer-reviewed articles

**Title:** [Enter title]

**Journal Name:** [Enter name]

**Volume:** [Enter number]

**Issue:** [Enter number]

**Year:** [Enter year]

**Month:** [Enter month]

**Pagination:** [Enter pagination]

**In Press:** [Check box]

**Url:** [Enter url]

**Pubmed ID:** [Enter id]

**Authors:** [Enter first name, middle name, last name, suffix]

**Add another reference**

<table>
<thead>
<tr>
<th>SAVE DRAFT</th>
<th>PUBLISH</th>
<th>CANCEL REQUEST</th>
</tr>
</thead>
</table>

**Publish here**
Upload your profile photograph

Regular photo shoot sessions for portrait headshots are held around the Mount Sinai Health System – please ask your department admin for further information.

If you are uploading your own photo, follow these suggestions:

- Photographs should be taken with a white background.
- Photo can be resized after uploading.
Upload a video

Publish here