Researchfish FAQs

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What grant outcomes are we looking for?

We wish to collect research outcome information, which is a direct result of Parkinson's UK funding. This data will be used for future impact analyses of our funding portfolio.

We ask that you enter research outcome information (such as publications, collaborations, further funding, etc), which directly arises from your Parkinson's UK grant in your Researchfish portfolio. Your portfolio is organised into different sections; click on each section and enter the relevant information.

Most of the sections are composed of set questions for which the answers are selected via drop down menus; we wish to avoid as much as possible any free text. If you hold more than one grant on Researchfish, you may enter research outcome information relevant to all grants in your portfolio.

Once you have entered the data, please attribute the relevant outcomes to your grant and submit this to us. A very short help video on the Researchfish website shows you how to enter, attribute and submit grant data.

Who should submit information on Researchfish?

As the principal investigator (PI) you will have received an invitation from Researchfish to register and submit grant data. Please use the link provided in that email to register on Researchfish. If you have not received such an email, please contact the support desk at support@researchfish.com

Please note that if you are a PhD student supported by a Parkinson's UK PhD studentship, your supervisor is the PI. If your supervisor wants you to enter outcome data, then he/she should register in Researchfish using the link provided in the email and then

add you as a delegate. Please note that only the PI will be able to submit the information to us.

Do I still need to submit annual and final reports?

Yes but very streamlined ones. Much of the information we used to ask for in annual and final reports will now be collected through Researchfish. However, we still need more narrative, plain English information so that we can report back to our members on the progress of your grant.

The shortened annual reports will still be due on the anniversary of grant's start date. Final reports will also still be required three months after the end of the grant.

You will continue submitting information to Researchfish after your grant has ended until we inform you this is no longer required.

Where do I find the questions to answer?

Once you have logged into Researchfish, please go to the home page, and then view 'My Portfolio'.

Your grant award(s) will show on the right-hand side and the question set will appear on the left-hand side.

For each section, make new entries as appropriate. Once you have done this, you can attribute any relevant entry to one or more grants you hold on Researchfish and then submit this information by the deadline each year.

A very short video available on the Researchfish website shows you how to enter, attribute and submit grant data.

How do I allocate the information to my grants?

Researchfish has made a very useful help video which you can find on the home page once you have logged in. Please watch it as it comprehensively shows you how to navigate the system.

Researchfish have also set up training sessions in the form of webinars. We strongly encourage you to watch this help video and register for one of the webinars. Further technical assistance is available from Researchfish at support@researchfish.com.

What is the difference between a delegate and a research team member?

The delegate functionality was designed with personal assistants and administrators in mind, whereas the research team functionality was designed with group awards / co-investigators in mind. A delegate enables a third party to access the PI's account on their behalf to assist in adding data into the PI's portfolio, whereas research team member has their own portfolio but will have sight of the PI's award, which enables them to assign data from their own portfolio to the shared award. Please note that neither a

delegate, nor a research team member is able to submit an award as this is the responsibility of the PI.

How can I get help?

Inside your portfolio, help is available to you at nearly every step of the way. Wherever you see a question mark icon, you are able to view help text on that particular section of the portfolio you are in. Depending on the help section, you may be able to access downloadable help PDF files, or view tutorial videos. If you require further help, please contact Researchfish support at support@researchfish.com who will be happy to assist you.