Choose 'Add content' (1) and 'Prize' (2)

There are five prize format types to choose from: Award or honor granted for a specific work; Award or honor granted for academic career; Invitation or ranking in competition; Granted funding (personal grants); Granted funding (public project funding)

Submission guide	🍸 Prize format types 🔰	Ŧ	Award or honor granted for a specific work
		Ŧ	Award or honor granted for academic or artistic career
Research output			Invitation or ranking in competition
Activity		I	invitation of ranking in competition
		Ŧ	Granted funding (personal grants)
🍸 Prize 🔰			
		T	Granted funding (public project funding)
Press/Media			
language Award			
Project			

After a prize type is chosen, insert title of the prize, a description, awarded date and the degree of recognition (1).

One can add a granting organisation or a related event to the prize (2) by searching from the lists of organizations and event. One can also create a new external organisation or event if a suitable one cannot be found from the pre-existing ones.

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	Prize: Award or honor granted for a specific work	0
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OVERVIEW		
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Fingerprints	Title * 1	
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HISTORY AND COMMENTS	Description	
History and comments	*	
	Awarded date	
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	Granting Organisations	
	Add granting organisation	
	Awarded at event 2.	
	Add event	

From 'Persons/organisations' 'Add person' (1), search and link yourself to the prize and other possible recipients as well. If you link other Aalto researchers, the prize will be included in their public profile as well.

From 'Prize managed by' 'Managing organizational unit' (2) search and link your own Aalto department.

From 'Documents and files' you can include relevant documents and links to be included in the public portal information regarding the prize

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	Prize: Award or honor granted for a specific work					0
EDIT +	Add granting organisation Avarded at event Add event					
Relations Fingerprints Display HISTORY AND COMMENTS History and comments	Persons/organisations Recipients * No persons or organisational units associated Add person Add organisational unit	Search and add P	erson – or create Externa Create external person	l Person		-8
	Prize managed by 2. Managing organisational unt * Documents and files Documents Add document. Add link. Add link.	antti m rousi Antti M, Rousi Research and innovation Services Research and innovation services	ces – Information Specialist (Staff)		Cancel	

From 'Keywords' section, fill in 'Merit type', Field of Science, Statistics Finland by departments' (1), indicate 'International activity' and 'Country' (2) if applicable. Other keyword types are optional.

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	Prize: Award or honor granted for a specific work
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	Add Field of science, Statistics Finland
	FIELD OF SCIENCE, ACADEMY OF FINLAND
	There are no associations
	Add Field of science, Academy of Finland
	INTERNATIONAL ACTIVITY
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	Add international activity
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	inere are no associations
	Add country
	ARTISTIC TOPS
	There are no associations
	Add artistic tops

From 'Keywords' section, mark also if your activity is related to open science and tag open science keyword to describe what kind of open science related activities are involved.

There are no associations	
Add open science	
PEN SCIENCE KEYWORDS	
PEN SCIENCE KEYWORDS	
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You can link the prize to a specific research output, such as a conference proceedings or a journal article, in the 'Relations' section (1).

If you want to limit the visibility of the prize to ACRIS back-end only, you can do it from the 'Visibility' section (2).

Finally, remember to press 'Save' from the bottom of the screen.

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	Y Prize: Award or honor granted for a specific work	
DIT Classifier of the second s	Prize: Award or honor granted for a specific work INTERNATIONAL ACTIVITY There are no associations Add international activity COUNTRY There are no associations Add country ARTISTIC TOPS There are no associations Add artistic tops Relations Prizes *** Relations Prizes *** Resarch outputs *** Prizes *** *** Prizes *** *** Prizes *** *** Prizes *** *** *** *** *** *** *** *** *** *** *** *** *** *** *** <td< th=""><th></th></td<>	