



National Institute of  
General Medical Sciences

# User Guide for Public Staff Directory

Information Resources Management Branch  
(IRMB)

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## User Guide for Public Staff Directory

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### 1.0 Introduction

This User's Guide is intended for public users of the Office of Communication and Public Liaison (OCPL) Public Facing Staff Directory application. This guide includes a description of the system functions and capabilities, including step-by-step procedures for system access and use.

The document describes the enhanced National Institute of General Medical Sciences (NIGMS) OCPL Staff Contacts web page. The Staff Contacts page facilitates the public's ability to locate and contact members of NIGMS from the main web site (<http://www.nigms.nih.gov>).

The publicly accessible Staff Directory application was originally developed in ColdFusion and was called the NIGMS Internet Employee Directory (NIED). The current Staff Directory application was developed using .NET and deployed in late 2014.

The new Staff Directory system will facilitate the successful locating and contacting of NIGMS staff by members of the public. The new system will increase the accuracy of staff contact information, enhance search capabilities and provide an optimized user interface.

#### 1.1 Privacy Act Considerations

The information in the Staff Directory system is not protected by the Privacy Act, as discussed in U.S. Code Section 552a, Records Maintained on Individuals, concerning the unauthorized use and disclosure of system data.

#### 1.2 Staff Directory Data

The National Institutes of Health (NIH) stores personnel data in the NIH Employee Directory (NED) system. Staff Directory downloads this information on a regular basis to make sure its data is accurate and up to date. Staff Directory does not provide tools to add, modify, or delete the employee data. All information in Staff Directory is read only.

## 2.0 ACCESSING THE PUBLIC STAFF DIRECTORY SYSTEM

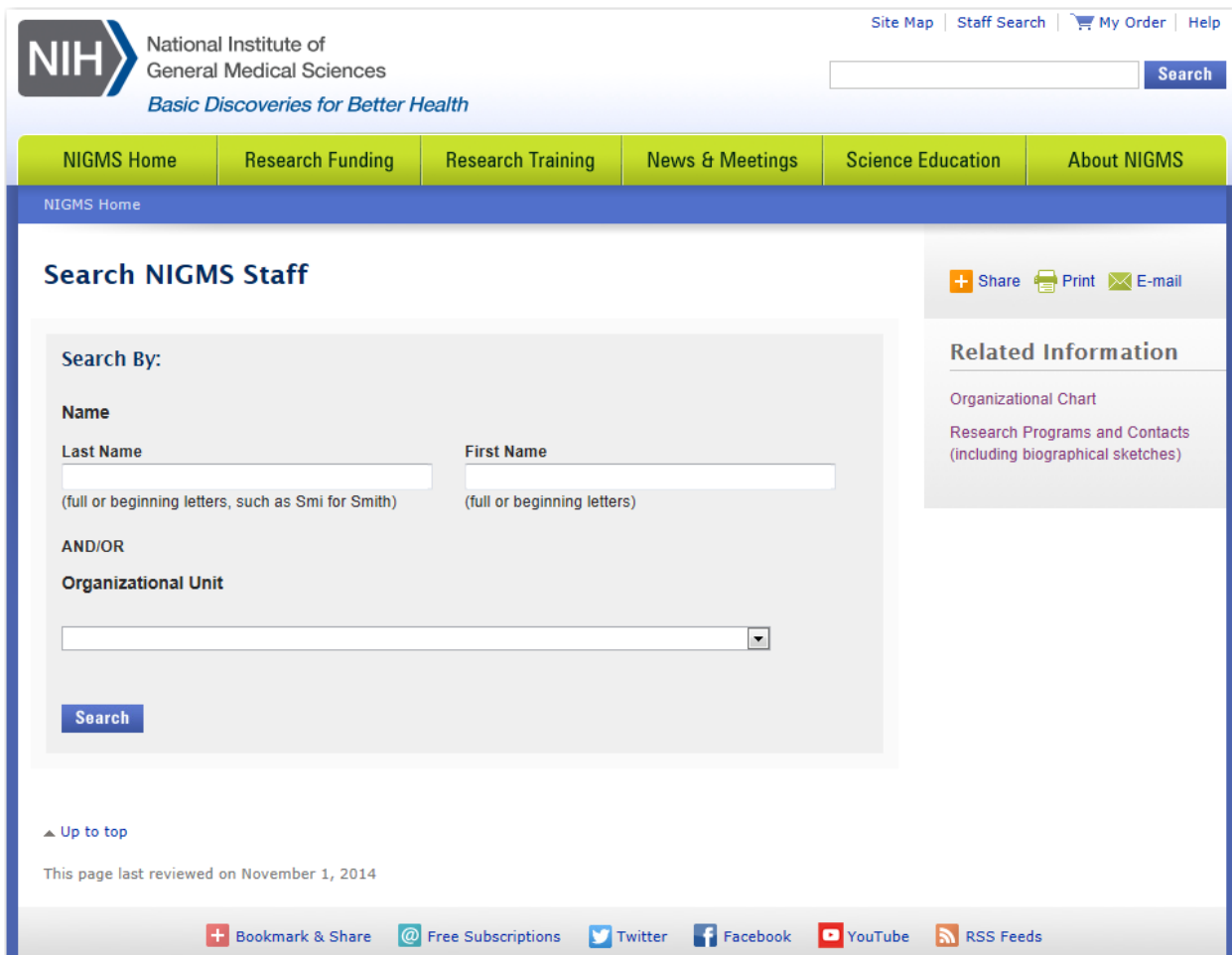
To use the public Staff Directory system, you must have:

- A Microsoft Internet Explorer or similar browser installed on your machine

To access the Staff Directory system, use the following URL:

<http://staffdirectorystage.nigms.nih.gov/>

The system will display the Staff Directory home page.



The screenshot shows the NIH Staff Directory Public Web Site Home Page. At the top left is the NIH logo and the text "National Institute of General Medical Sciences" and "Basic Discoveries for Better Health". To the right are links for "Site Map", "Staff Search", "My Order", and "Help". Below this is a search bar with a "Search" button. A navigation menu contains links for "NIGMS Home", "Research Funding", "Research Training", "News & Meetings", "Science Education", and "About NIGMS". The main content area is titled "Search NIGMS Staff" and includes a "Search By:" section with fields for "Last Name" (with a hint "(full or beginning letters, such as Smi for Smith)") and "First Name" (with a hint "(full or beginning letters)"). There is also an "AND/OR Organizational Unit" dropdown menu and a "Search" button. To the right of the search area are links for "Share", "Print", and "E-mail", and a "Related Information" section with links for "Organizational Chart" and "Research Programs and Contacts (including biographical sketches)". At the bottom left, there is a link "▲ Up to top" and a note "This page last reviewed on November 1, 2014". At the bottom right, there are social media and utility links: "Bookmark & Share", "Free Subscriptions", "Twitter", "Facebook", "YouTube", and "RSS Feeds".

Figure 1: Staff Directory Public Web Site Home Page

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The public may also reach this web page from the NIGMS Internet Home Page. The NIGMS public home page is at the following URL:

<http://www.nigms.nih.gov>

At the top of the NIGMS web page is a hyperlink labeled Staff Search. Click on this hyperlink anywhere within the Staff Directory application to return to the Staff Directory home web page.

At the top of this web page, on the left, is the NIGMS logo.



Figure 2: NIGMS Logo

Click on this logo to display the NIGMS Internet home page. Click on the Staff Search hyperlink to return to the Staff Directory home web page.

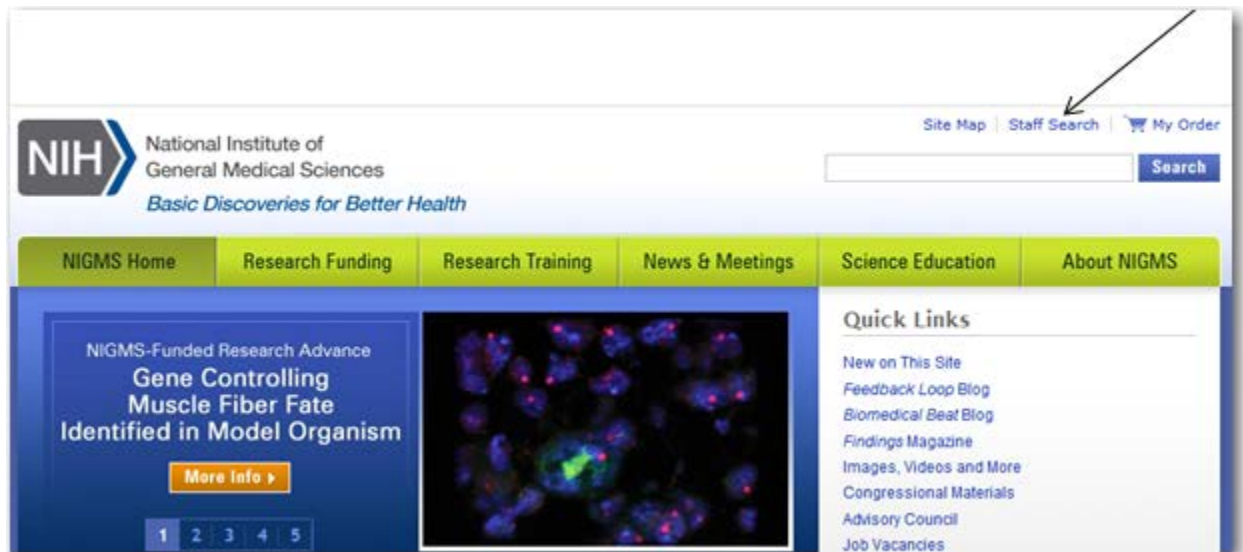


Figure 3: NIGMS Internet Site

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Once you access the Staff Directory web page, you may perform the following functions:

- Search for a Staff Member
- View a Staff Member Profile
- Print web page
- E-mail a Staff Member
- Access organizational charts and Division information on non- Staff Directory web pages

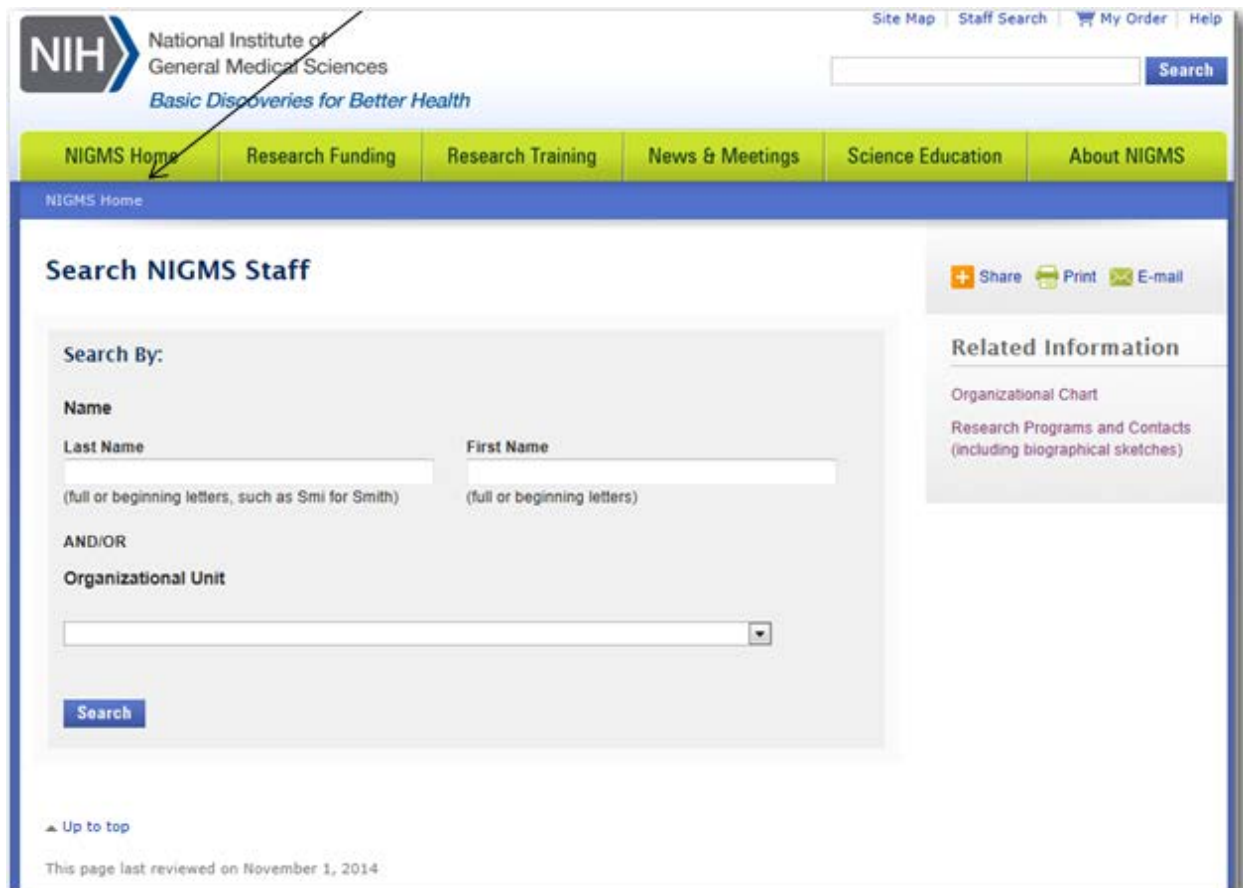
Users cannot add new data or update/delete existing information. The information in Staff Directory is read only.

This document discusses these Staff Directory functions in more detail in Section 3.

### 3.0 STAFF DIRECTORY PUBLIC WEB SITE

The Staff Directory web site provides the ability for users to locate a staff member within NIGMS. Users also have the ability to view the contact information for individuals within the Institute.

When you first access Staff Directory, the system will display the Staff Directory home page.



*Figure 4: Public Web Site - Opening Page*

Just below the tabs, indicated by the arrow in the above figure, is a series of hyperlinks, called “breadcrumbs,” because the user may click on these hyperlinks at any time to retrace their steps through the Staff Directory system. Note that the current web page is not listed in the breadcrumbs.

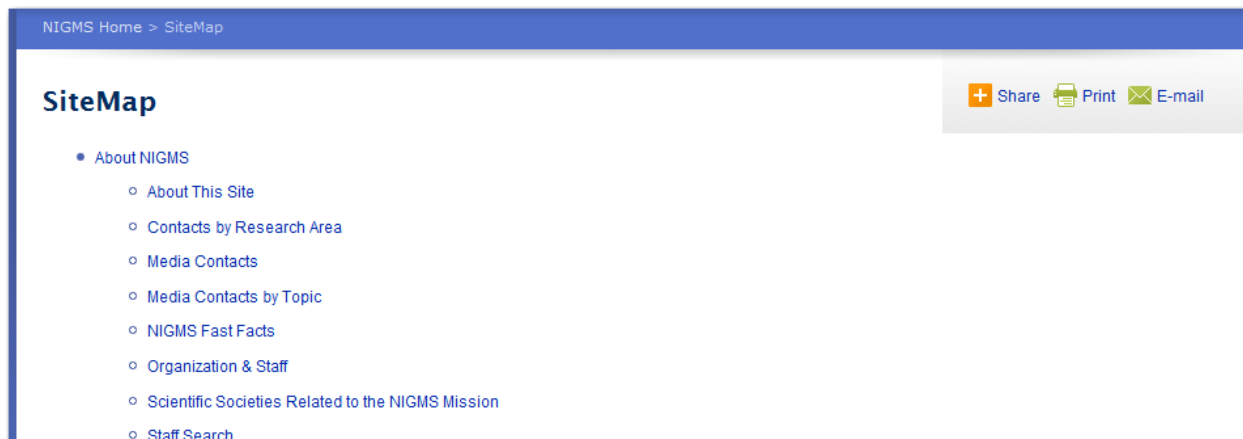
There are four functions (site map, staff search, my order, and Help) above the top tabs.



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The Site Map hyperlink displays a listing of all the pages on the NIGMS web site in outline form, with each entry being a hyperlink to that web page.



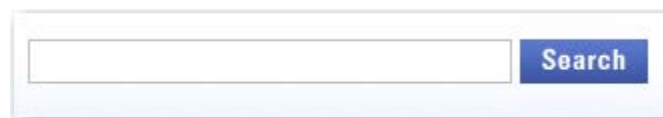
*Figure 5: Site Map Web Page*

The Staff Search hyperlink displays the Staff Directory home page. If the user has performed a search, clicking this Staff Search hyperlink returns to the Staff Directory home page in its default state (no search criteria).

The My Orders hyperlink allows the user to access the Order Form web page for Free NIGMS Publications. From this web page, the user may browse NIGMS pages, add or remove items from the order, and submit a final order. While the Staff Directory system provides a hyperlink to this web page, this free publication system is outside the scope of this User's Guide.

The Help hyperlink opens an Adobe .pdf version of this user guide in the same browser window.

Below these hyperlinks is the NIGMS Internet Search function. Using this tool, users may enter a topic and search for related articles on the NIGMS Internet web site.



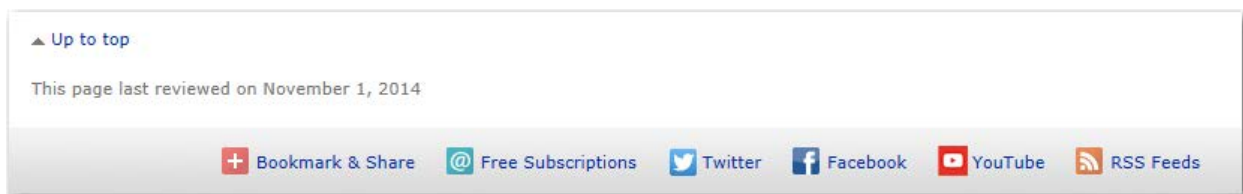
*Figure 6: NIGMS Internet Search Function*

Use the Back button on the web browser to return to the Staff Directory system from any of the above sites.

Along the top of the web site are a number of tabs, which are hyperlinks to a number of sections within the NIGMS web site:

- NIGMS Home (the NIGMS Internet home web page)
- Research Funding
- Research Training
- News and Events
- Science Education
- About NIGMS

At the bottom of most Staff Directory web sites is a standard footer section.



*Figure 7: Staff Directory Web Page Footer*

This consists of several options:

On web pages displaying search results, the Up to Top hyperlink displays. This hyperlink returns the user to the top of the web page, which is helpful when the system displays long lists for the search results. The “This page last review...” information indicates when the last software updates were made to these web pages.

On all web pages, there is also the bottom row with a number of hyperlinks, including the Bookmark and Share option, the Free Subscription web page, several social media such as Facebook and Twitter, and access to select YouTube video and RSS feeds.

### 3.1 Search Options

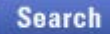
The Staff Directory home page allows the user to search the system for NIGMS personnel. Staff Directory provides the following search capabilities:

- Last Name
- First Name
- Organizational Unit

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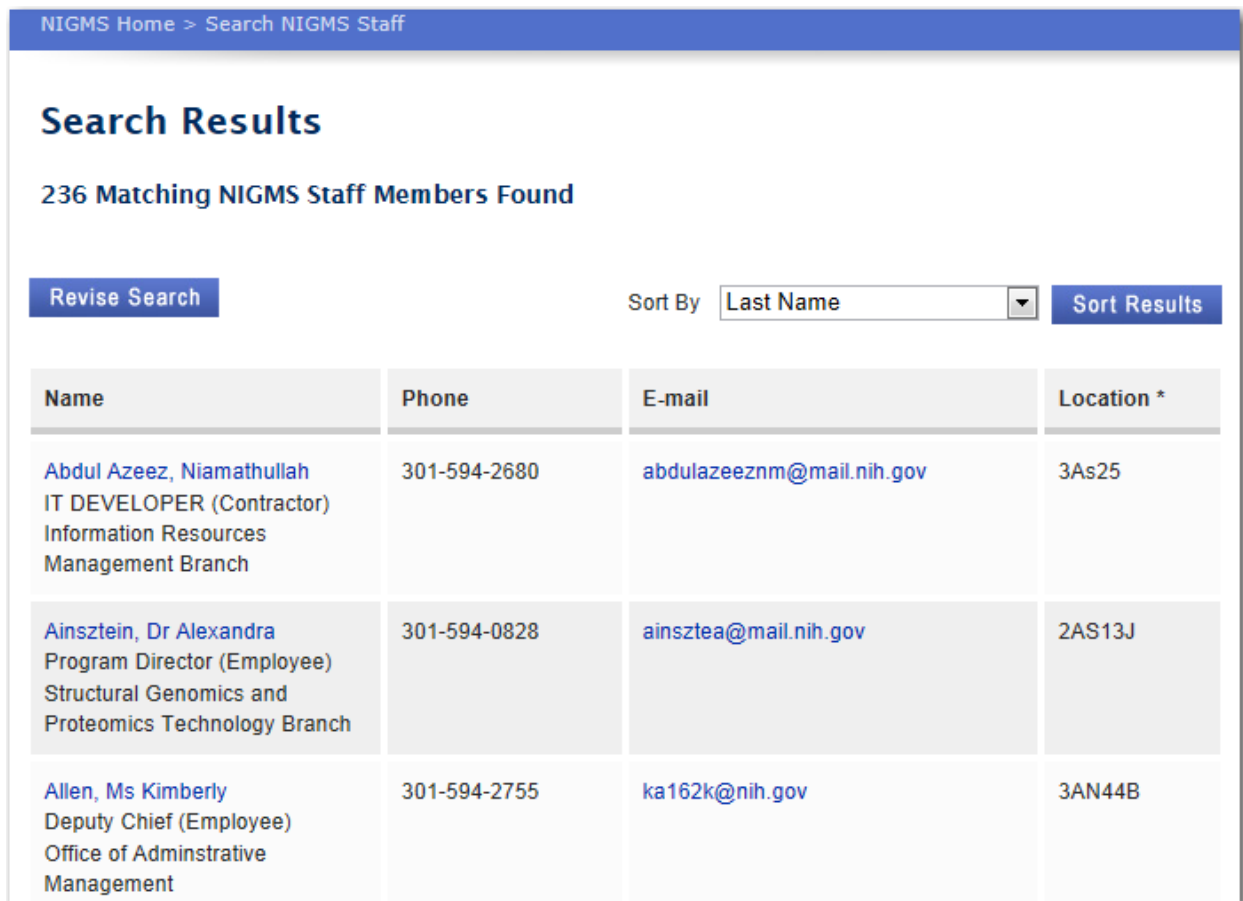
None of the above are required fields. You may search on one or more of the above options by



entering the criteria and then clicking on the Search command button near the bottom of the web page.

**Important Note** - you may search using one or more fields (Last Name and/or First Name and/or Organizational Unit). However, the system will retrieve only those search results that match ALL search criteria entered.

If you search the system without any criteria, the system will display all available personnel records..



NIGMS Home > Search NIGMS Staff

### Search Results

236 Matching NIGMS Staff Members Found

[Revise Search](#) Sort By  [Sort Results](#)

Name	Phone	E-mail	Location *
<a href="#">Abdul Azeez, Niamathullah</a> IT DEVELOPER (Contractor) Information Resources Management Branch	301-594-2680	<a href="mailto:abdulazeeznm@mail.nih.gov">abdulazeeznm@mail.nih.gov</a>	3As25
<a href="#">Ainsztein, Dr Alexandra</a> Program Director (Employee) Structural Genomics and Proteomics Technology Branch	301-594-0828	<a href="mailto:ainsztea@mail.nih.gov">ainsztea@mail.nih.gov</a>	2AS13J
<a href="#">Allen, Ms Kimberly</a> Deputy Chief (Employee) Office of Administrative Management	301-594-2755	<a href="mailto:ka162k@nih.gov">ka162k@nih.gov</a>	3AN44B

Figure 8: Search Results Web Page

The Search Results web page will appear, displaying the total number of records retrieved just above the Revise Search command button.

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To narrow the search, you may enter a person's first or last name or Organizational Unit in the appropriate text box. To do this, click on the Search NIGMS Staff hyperlink in the upper right corner of the web page (just below the Print icon) to return to the Staff Directory Home Page. Note that when the Home page displays, it will not display any search criteria previously entered.

The user may enter the full name or the beginning letters of the name. The system will automatically perform a partial search, so wildcard characters are not necessary. However, the system will only look for the criteria at the beginning of the name only. For example, if the user enters "DE" for the Last Name field, the system will display results where the person's last name starts with "DE," such as "Deacy." The system will not return results where the criteria is embedded in the Last Name, such as "Anderson" or "Alde."

### Search Results


4 Matching NIGMS Staff Members Found

[Revise Search](#)
Sort By 
[Sort Results](#)

Name	Phone	E-mail	Location *
<a href="#">Dean, Ms Jessica</a> Grants Management Specialist (Employee) Grants Administration Branch	301-451-2447	<a href="mailto:deanje@mail.nih.gov">deanje@mail.nih.gov</a>	2AN32F
<a href="#">Dean Maxwell, Ms Tammy</a> Management Analyst (Employee) Office of Administrative Management	301-594-2755	<a href="mailto:deanmat@mail.nih.gov">deanmat@mail.nih.gov</a>	3AN44F
<a href="#">Deatherage, Dr James</a> Program Director (Employee) Cell Biology Branch	301-594-0828	<a href="mailto:deatherj@nigms.nih.gov">deatherj@nigms.nih.gov</a>	2AS13G
<a href="#">Deremer, Pete</a> System Admin Lead (Contractor) Information Resources Management Branch	301-594-2680	<a href="mailto:pete.deremer@nih.gov">pete.deremer@nih.gov</a>	3AS25

*Figure 9: Search Results Based on Partial Search*

The user may further refine the search.. To do this, click on the Revise Search command

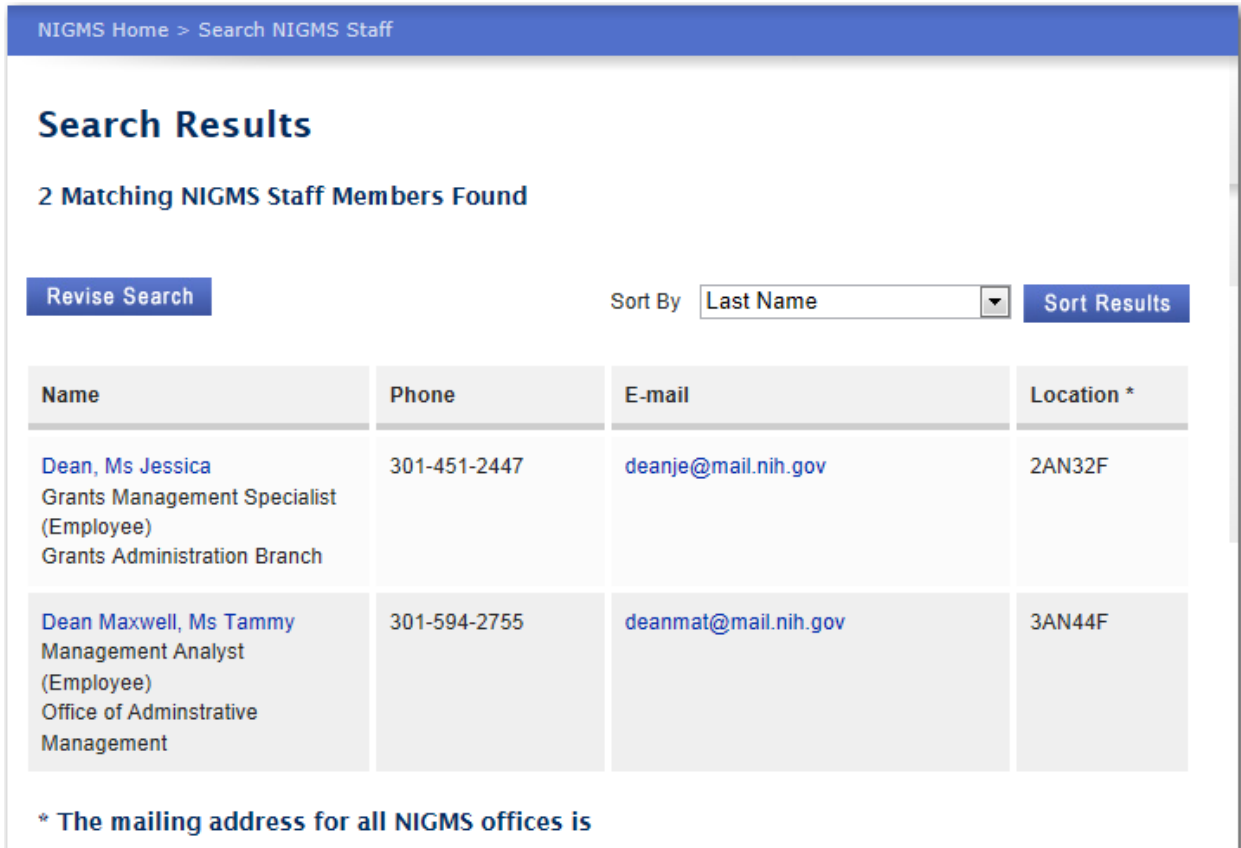
button  to return to the Staff Directory Home page.

Note that when the user clicks on the Revise Search command button, the system displays the Home page but retains the previously entered criteria and the number of records retrieved using that criteria. The search results also appear at the bottom of the web page.

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The user may add or modify the criteria for a new search. Make any necessary changes and then click on the Search NIGMS Staff command button to perform the revised search. In the following example, the user replaced “de” with “dean”.



NIGMS Home > Search NIGMS Staff

### Search Results

2 Matching NIGMS Staff Members Found

[Revise Search](#)      Sort By

Name	Phone	E-mail	Location *
<a href="#">Dean, Ms Jessica</a> Grants Management Specialist (Employee) Grants Administration Branch	301-451-2447	<a href="mailto:deanje@mail.nih.gov">deanje@mail.nih.gov</a>	2AN32F
<a href="#">Dean Maxwell, Ms Tammy</a> Management Analyst (Employee) Office of Administrative Management	301-594-2755	<a href="mailto:deanmat@mail.nih.gov">deanmat@mail.nih.gov</a>	3AN44F

\* The mailing address for all NIGMS offices is

*Figure 10: Revised Search Results*

The Search Results web page now lists any record with the criteria “DEAN” in the Last Name field.

While this example used Last Name for the search criteria, the same options also apply to the First Name field.

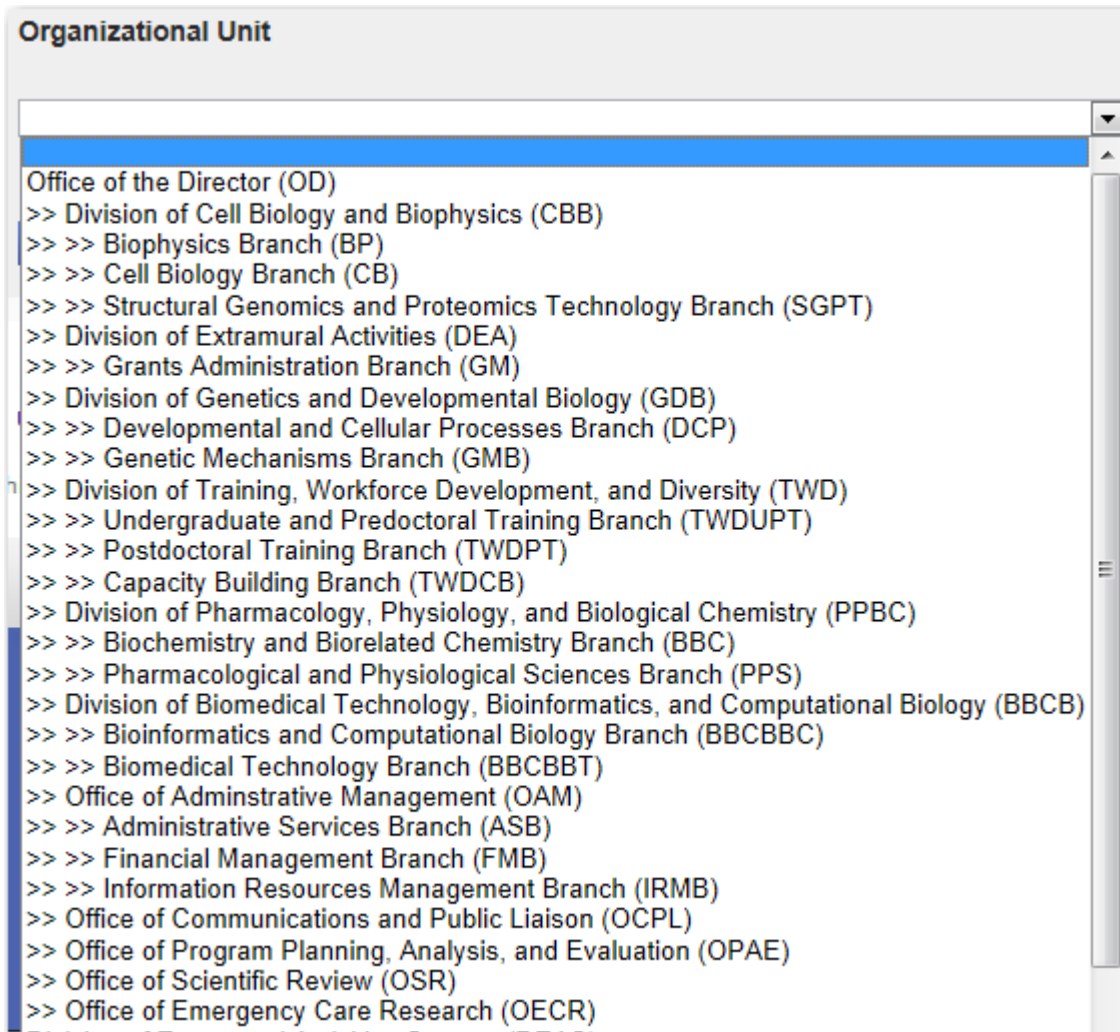
**Remember:** the Search Staff hyperlink in the web page header, the Search NIGMS Staff hyperlink just below the Print icon and the Search NIGMS Staff option in the “breadcrumbs” display the Staff Directory Home page and clears any search criteria previously entered. The

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Revise Search command button displays the Staff Directory Home page and retains any search criteria previously entered, as well as listing the number of records previously retrieved.

To further refine the search, or in case you do not know the name of the person, use the drop down list box for Organizational Unit to select an organization within NIGMS. The list box displays the organizations in a hierarchical fashion to assist in the selection.



*Figure 11: Organizational Unit Drop Down List Box*

The default value is blank, which will retrieve records regardless of the organizational unit.

To search on a specific Organizational Unit, select the value from the drop down list box and then click on the Search NIGMS Staff command button.

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In the following example, there was no criteria entered into the Last Name or First Name field, but the user selected “Information Resource Management Branch” from the Organizational Unit drop down list box.

NIGMS Home > Search NIGMS Staff

### Search Results

45 Matching Information Resources Management Branch Staff Members Found

[Revise Search](#) Sort By  [Sort Results](#)

Name	Phone	E-mail	Location *
<a href="#">Abdul Azeez, Niamathullah</a> IT DEVELOPER (Contractor) Information Resources Management Branch	301-594-2680	<a href="mailto:abdulazeeznm@mail.nih.gov">abdulazeeznm@mail.nih.gov</a>	3As25
<a href="#">Bergman, Mr Kenneth</a> Requirement Analyst (Contractor) Information Resources Management Branch	301-594-2680	<a href="mailto:bergmank@mail.nih.gov">bergmank@mail.nih.gov</a>	3AS25
<a href="#">Brincefield, Mr Matthew</a>	301-594-2680	<a href="mailto:matthew.brincefield@nih.gov">matthew.brincefield@nih.gov</a>	3As25

*Figure 12: Search Results – Using Organizational Unit*

The system lists the total number of records retrieved and lists the Organizational Unit selected by the user.

Note that at the bottom of all search result lists there is a mailing address guide. To mail anything to an NIGMS employee, use this mailing address boilerplate, using the name and room number from the search result listings and entering that information in the proper location.





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**\* The mailing address for all NIGMS offices is**

[Employee Name]  
[Room Number]  
45 Center Drive MSC 6200  
Bethesda, MD 20892-6200

[▲ Up to top](#)

This page last reviewed on April 26, 2011

*Figure 13: Mailing Address Boilerplate*

### 3.2 Sort Options

At the top of the Search Results page is the Sort By field. This is a drop down list box with various sort options.

NIGMS Home > Search NIGMS Staff

### Search Results

16 Matching NIGMS Staff Members Found

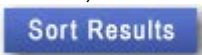
Revise Search

Sort By: Last Name (dropdown menu)  
 Last Name  
 First Name  
 Position  
 Org Unit

Sort Results

Name	Phone	E-mail	Location *
Cahill, Ms Jean Contractor (Contractor) Grants Administration Branch	301-594-3900	jc166o@nih.gov	2AN.50
Caldwell, Dr Sheila Program Director (Employee) Capacity Building Branch	301-435-0788	caldwells@mail.nih.gov	2AS43L
Cannon, Mr David Documentation Specialist (Contractor)	301-451-3378	dc429y@nih.gov	3AS37B

Figure 14: Sort Options

The default is by Last Name. Other options are First Name, Position, and Organizational Unit. To sort by another field, select the sort criteria from the SORT BY drop down box and then click the Sort Results  command button.

In the following example, the search is repeated using Organizational Unit equal to “Information Resources Management Branch”, but the sort option is now “First Name.”

NIGMS Home > Search NIGMS Staff

### Search Results

45 Matching Information Resources Management Branch Staff Members Found

[Revise Search](#)      Sort By       [Sort Results](#)

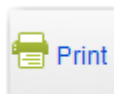
Name	Phone	E-mail	Location *
<a href="#">Alex Vega</a> Service Desk Technician (Contractor) Information Resources Management Branch	301-435-9291	<a href="mailto:alex.vega@nih.gov">alex.vega@nih.gov</a>	3AS25K
<a href="#">Alexander Naneyshvili</a> Chief, Information Systems Development Section (Employee) Information Resources Management Branch	301-594-2190	<a href="mailto:naneyshvilial@mail.nih.gov">naneyshvilial@mail.nih.gov</a>	3AS25G
<a href="#">Andrew Eshman</a>	301-435-9291	<a href="mailto:eshmana@mail.nih.gov">eshmana@mail.nih.gov</a>	3AS25

Figure 15: Search Result Sorted by First Name

### 3.3 Print Image

At the top of most Staff Directory web pages, just above the “Related Information” area, there are three icons:

- Share information
- Print web page
- E-mail information



To print a web page, click on the “Print” icon on the top right for that web page.

The system will open the default printer window for the user and allow the user to select the print option for this web page.

### 3.4 Email

The user may send a link of a particular Staff Directory web page and/or image via e-mail.



Click on the E-mail icon just above the “Related Information” panel. The system will generate a default e-mail message.

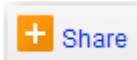
A screenshot of an email composition form. It features a "Send" button on the left, and three input fields for "To...", "Cc...", and "Bcc...". Below these is a "Subject:" label and an input field. The main body of the form contains the following text:

David Cannon  
NETE Contractor  
NIH NIGMS  
301 594-3378

*Figure 16: Default E-mail Message*

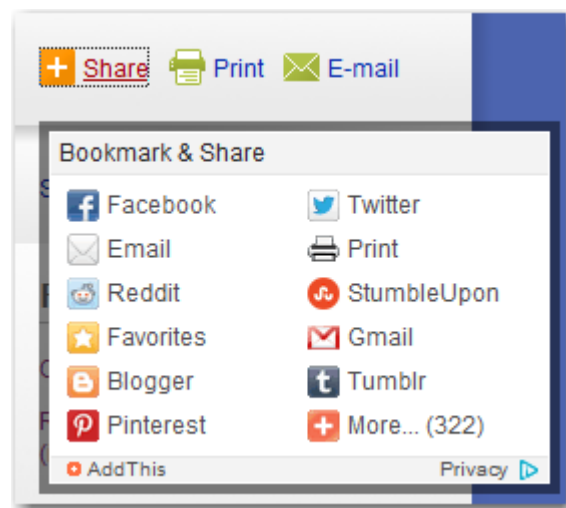
The user may add e-mail recipients, Subject line and add to the main text of the e-mail message before sending the message to the recipients.

### 3.5 Bookmark and Share



Also above the “Related Information” box is the Share hyperlink that allows the user to bookmark an Staff Directory web page and share that page with other users using various options such as Twitter, Facebook, LinkedIn and ClassicalPlace.

Click on the Share hyperlink to display the initial Bookmark and Share listings.



*Figure 17: Initial Bookmark and Share Listings*

This listing includes the most common options – such as Twitter and MySpace, along with some common options as Print and Email.

For additional options, the user may click on the More option. This will open a new browser window displaying all available bookmark and share options.

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**Bookmark & Share**
NIGMS

**NIGMS - Search NIGMS Staff**

[http://pubtest.nigms.nih.gov/StaffContacts/?event=search\\_results](http://pubtest.nigms.nih.gov/StaffContacts/?event=search_results)

100zakladok	2 Tag	2linkme
7Live7.com	A97abi	Adfty
Adifni	Amazon	Amen Me!
Aol Lifestream	AOL Mail	Armenix
Arto	Aviary Capture	Azadegi
Baang	Baidu	Beat100
Bebo	Bentio	BiggerPockets
Bit.ly	bizSugar	Bland takinn
Blinklist	Blip	Blogger
Bloggy	Blogkeen	Blogmarks
Blogtrottr	Blurpalicious	BO.LT
Bobrdobr	BonzoBox	BookmarkingNet
Bookmarky.cz	Bookmerken	Bordom
Box.net	Brainify	Bryderi
BuddyMarks	Buffer	Buzzy
Camyoo	CardThis	Care2
Chime.In	Chiq	Cirip

Get AddThis for Internet Explorer
Privacy
 AddThis

*Figure 18: Bookmark and Share Options*

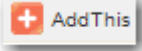
This is an extensive list, arranged alphabetically and going from left to right. These options are applications and systems outside the scope of this document.




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Because of the extensive list, users will need to expand the browser window or scroll down to view all options. There is also the option to include the Add This bookmarking and analytical

tool by clicking on the Add This  button at the bottom of the browser window.

Click on the red X icon  in the top right of the window to close this browser window and return to the Staff Directory system.

### 3.6 Staff Profile

On the Search Results web page, the name of each Staff Member is a hyperlink. Click on this hyperlink to view the Profile for this Staff Member.



The screenshot shows a web page titled "Staff Profile" for Mr. Ravi Ledwani. The page includes a breadcrumb trail: "NIGMS Home > Search NIGMS Staff > Search Results > Staff Profile". On the right side, there are icons for "Share", "Print", and "E-mail", along with a "Search NIGMS Staff" button. Below these are sections for "Related Information" including "Organizational Chart" and "Research Programs and Contacts (including biographical sketches)". The main content area is divided into two columns: "Name" (Ledwani, Mr Ravi), "Phone Number" (301 594 2680), "Position/Organization" (Requirements Analyst (Contractor) (CONTRACTOR) INFORMATION RESOURCES MANAGEMENT BRANCH), and "Mailing Address" (Room 3AS25H, 45 Center Drive MSC 6200, Bethesda, MD 20892-6200). The "E-mail Address" is [ledwanir@mail.nih.gov](mailto:ledwanir@mail.nih.gov). At the bottom, there is a section titled "Other Staff in INFORMATION RESOURCES MANAGEMENT BRANCH" with two entries: "Geddes, Ms Lorena" (E-mail: [Geddes, Ms Lorena](mailto:Geddes, Ms Lorena)) and "Cornwell, Ms Kay" (E-mail: [Cornwell, Ms Kay](mailto:Cornwell, Ms Kay)).

*Figure 19: Staff Profile Web Page*

The Staff Profile web page includes additional information about the Staff Member. This includes their mailing address, their position and/or organization, and phone number.

The e-mail address is a hyperlink. Click on this hyperlink to open a blank e-mail message addressed to this employee.



If the employee has a biographical sketch, a hyperlink for that document will appear just above the Phone Number.



NIGMS Home > Search NIGMS Staff > Search Results

### Staff Profile

<b>Name</b>	<b>Phone Number</b>
Maas, Dr Stefan	301-594-0943
<b>Position/Organization</b>	<b>Mailing Address</b>
Program Director (Employee) Developmental and Cellular Processes Branch	Room 2AS25B 45 Center Drive MSC 6200 Bethesda, MD 20892-6200
<b>E-mail Address</b>	
<a href="mailto:maassw@mail.nih.gov">maassw@mail.nih.gov</a>	
<b>Biographical Sketch</b>	

**Other Staff in Developmental and Cellular Processes Branch:**

*Figure 20: Staff Profile Web Page - With Biographical Sketch*

Note that the system will display the biographical sketch hyperlink only if there is such a document available for this employee. Click on this hyperlink to view the biographical sketch for this employee.

NIGMS Home > About NIGMS

### Biographical Sketch: Stefan Maas, Ph.D.

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Stefan Maas, Ph.D., is a program director in the Division of Genetics and Developmental Biology. He manages research grants in the areas of cell growth and differentiation, as well as regulatory signal transduction networks. In addition, he oversees SBIR/STTR small business grants in genetics and developmental biology. Prior to joining NIGMS, Maas was an NIH-funded associate professor of RNA biology with tenure at Lehigh University. He earned a B.S. in biochemistry from the Free University of Berlin and a Ph.D. in molecular and cellular neurobiology from the University of Heidelberg. Maas conducted postdoctoral research at the Massachusetts Institute of Technology.

To contact Stefan Maas, send e-mail to [maassw@mail.nih.gov](mailto:maassw@mail.nih.gov) or call 301-594-0943.

High-res image (40.4 KB JPEG)

*Figure 21: Sample Biosketch Web Page*

At the bottom of the web page is a listing of other staff members in the same division/branch. Note that the name for each staff member is also a hyperlink. Click on this hyperlink to view the Staff Profile for this person.

Where applicable, the system will display other staff members in the same division and related branches.

### Other Staff Members in Developmental and Cellular Processes Branch :

<p><a href="#">Carter, Dr Anthony</a> E-mail: <a href="mailto:cartera@nigms.nih.gov">cartera@nigms.nih.gov</a> Phone: 301-594-0943 Room: 2AS25C</p>	<p><a href="#">Haynes, Dr Susan</a> E-mail: <a href="mailto:sh494m@nih.gov">sh494m@nih.gov</a> Phone: 301-594-0943 Room: 2AS.25E</p>
<p><a href="#">Krasnewich, Dr Donna</a> E-mail: <a href="mailto:dkras@mail.nih.gov">dkras@mail.nih.gov</a> Phone: 301-594-0943 Room: 2AS25</p>	

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*Figure 22: Staff Profile Web Page Showing Divisions and Branches*

Each name listed is a hyperlink. Click on the hyperlink to view the Staff Profile of the selected employee.

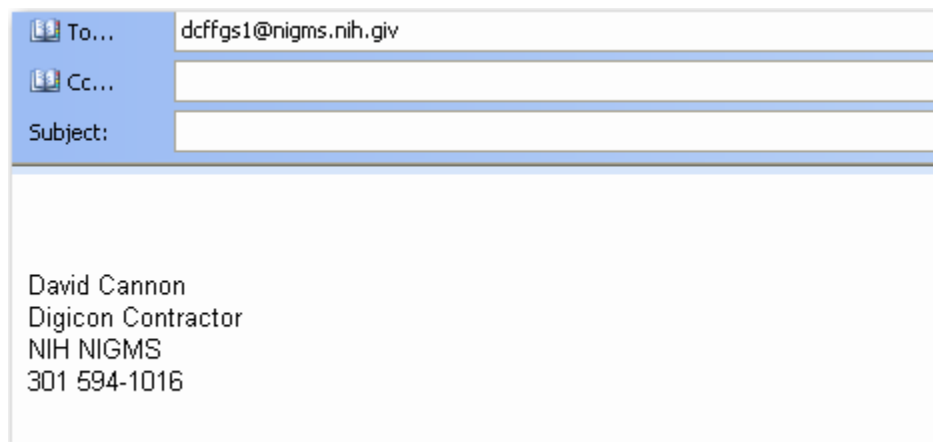
[Return to Search Results](#)

Click on the Return to Search Results command button at the bottom of the web page to return to the Search Results web page.

### 3.7 E-mail Staff Member

On the Search Results web page and the Staff Profile web pages, the e-mail addresses are hyperlinks. To send an e-mail message to this Staff Member, click on the E-mail Address hyperlink.

If you have a properly configured e-mail client, a composed e-mail message will display. The following example illustrates a sample e-mail message in MS Outlook.



*Figure 23: Sample E-mail Message*

The e-mail address of the selected employee will automatically display in the “To:” field; you may change or add other e-mail recipients to this list. The default Subject and the main body of the text message will be blank.



## User Guide for Public Staff Directory

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### 4.0 ORGANIZATIONAL CHART

From the Staff Directory Home page, there are two hyperlinks beneath the Search criteria block. The first hyperlink is “Organizational Chart.” Click on this link to display the Organizational Chart web page.

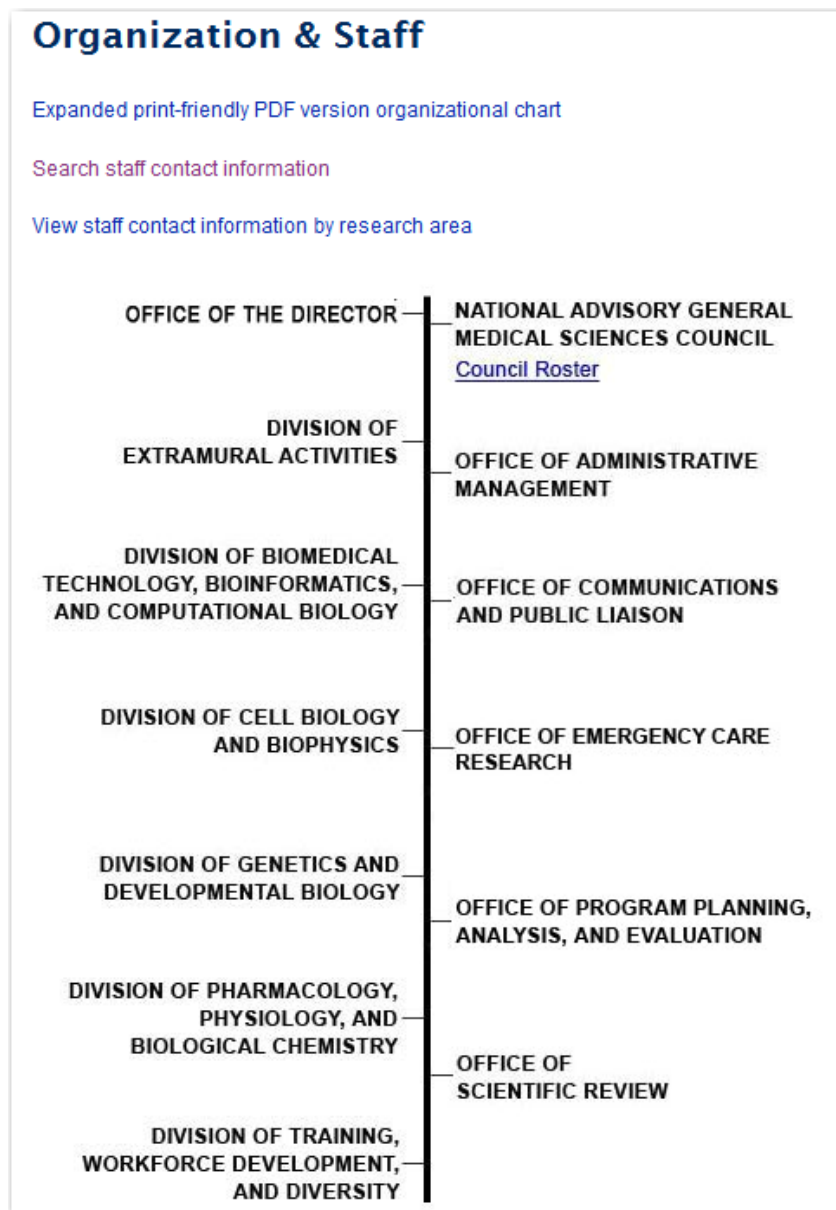


Figure 24: Organizational Chart Web Page

## **User Guide for Public Staff Directory**

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While Staff Directory provides a link to this web page, the Centers for Medicare and Medicaid Services (CMS) maintain the Organizational Chart web pages. This document will briefly outline the functionality of these web pages.

The various NIGMS Branches are listed on this chart. Click on a branch to view the NIH web page for that branch, which includes detailed information of the branch and contact information.

In addition, the National Advisory General Medicine Sciences Council branch has a hyperlink “Council Roster.” Click on this link to view the members and contact information for the current Advisory Council Roster.

There are several hyperlinks in the top left corner of the web page. The “Expanded Print Friendly PDF version” displays a full Organizational chart in Adobe Acrobat Portable Document Format (PDF).

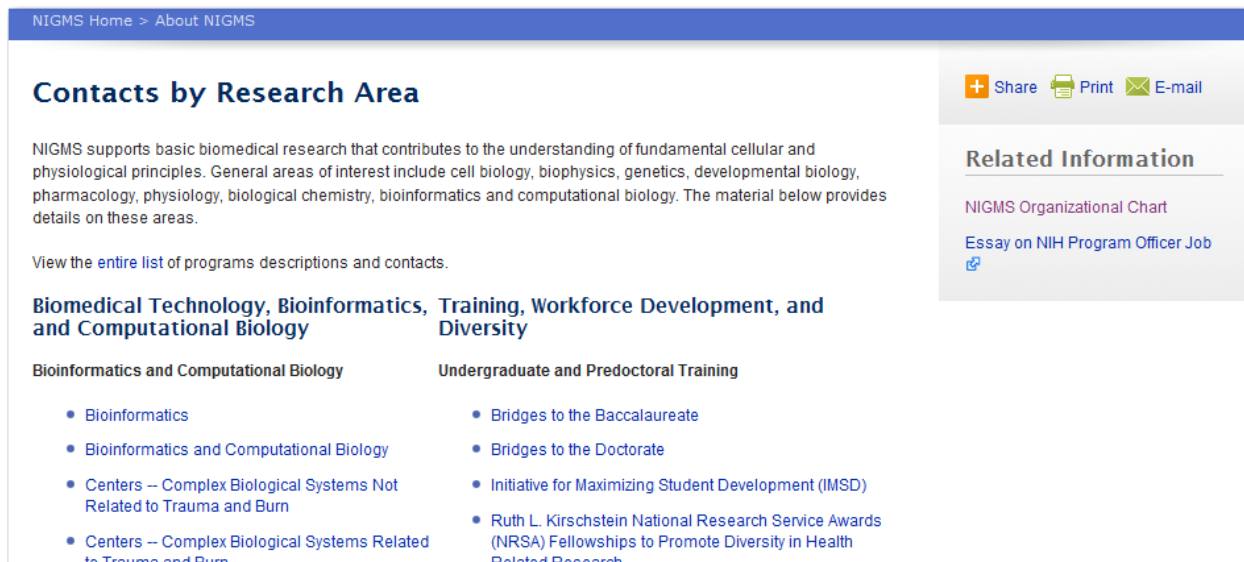
The “Search Staff Contact Information” hyperlink returns you to the Staff Directory home page.

The “View Staff Contact Information by Research Area” hyperlink displays that web page listing the name, phone number, and e-mail for each contact by branch/center.

The user may also print or e-mail this page using the icons located in the upper right hand corner of the web page

## **5.0 RESEARCH PROGRAMS AND CONTACTS**

From the Staff Directory Home page, there are two hyperlinks beneath the Search criteria block. The second of these hyperlinks is “Research Programs and Contacts.” Click on this link to display the Research Programs and Contacts web page.



The screenshot shows the 'Contacts by Research Area' page on the NIGMS website. The page has a blue header with the text 'NIGMS Home > About NIGMS'. Below the header, the main title is 'Contacts by Research Area'. To the right of the title are three icons: a plus sign for 'Share', a printer for 'Print', and an envelope for 'E-mail'. Below the title is a paragraph of text: 'NIGMS supports basic biomedical research that contributes to the understanding of fundamental cellular and physiological principles. General areas of interest include cell biology, biophysics, genetics, developmental biology, pharmacology, physiology, biological chemistry, bioinformatics and computational biology. The material below provides details on these areas.' Below this paragraph is a link: 'View the entire list of programs descriptions and contacts.' The main content is divided into two columns. The left column is titled 'Biomedical Technology, Bioinformatics, and Computational Biology' and contains a sub-header 'Bioinformatics and Computational Biology' followed by four bullet points: 'Bioinformatics', 'Bioinformatics and Computational Biology', 'Centers -- Complex Biological Systems Not Related to Trauma and Burn', and 'Centers -- Complex Biological Systems Related to Trauma and Burn'. The right column is titled 'Training, Workforce Development, and Diversity' and contains a sub-header 'Undergraduate and Predoctoral Training' followed by four bullet points: 'Bridges to the Baccalaureate', 'Bridges to the Doctorate', 'Initiative for Maximizing Student Development (IMSD)', and 'Ruth L. Kirschstein National Research Service Awards (NRSA) Fellowships to Promote Diversity in Health Related Research'. To the right of the main content is a 'Related Information' sidebar with two links: 'NIGMS Organizational Chart' and 'Essay on NIH Program Officer Job' with a small icon.

*Figure 25: Research Programs and Contacts Web Page*

This web page provides an overview of NIGMS research programs and staff contact information in the areas of cell biology, biophysics, genetics, developmental biology, pharmacology, physiology, biological chemistry, bioinformatics, and computational biology.

While Staff Directory allows the user to access this web page, Staff Directory does not maintain the web page. This user guide will briefly outline the main functions on the web page.

Each of these listings is a hyperlink. Click on a hyperlink to see detailed organizational information. For example, clicking on the Proteomics Technology and Methodology Development hyperlink will display the web page with that organization description.



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### Contacts by Research Area

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#### Proteomics Technology and Methodology Development

Development of scalable methods for the evaluation of the complete complement of proteins present in a system of biological interest. Information of interest includes protein identity, relative and absolute abundance, the identity of partners in protein-protein and other interactions and the localization of the proteins in space and time. Technical approaches may include but are not limited to protein separations in conventional and miniature formats, protein mass spectrometry and protein interaction array methods.

**Contact:**  
Charles Edmonds, Ph.D.  
Tel: 301-594-0828  
E-mail: [edmondsc@nigms.nih.gov](mailto:edmondsc@nigms.nih.gov)

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This page last reviewed on June 13, 2012

*Figure 26: Detailed Research Organization Information*

The information includes a brief description of the organization and its mission and contact information. Note that the Contact e-mail is a hyperlink. If you have a properly configured e-mail client, clicking on this hyperlink will display a composed e-mail message addressed to this recipient.

Use your browser BACK button to return to the Staff Directory web pages.



## User Guide for Public Staff Directory

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### 6.0 Terms and Acronyms

Term	Definition
<b>CMS</b>	Centers for Medicare and Medicaid Services
<b>IRMB</b>	Information Resources Management Branch
<b>NED</b>	NIH Employee Directory
<b>NIED</b>	NIGMS Internet Employee Directory
<b>NIGMS</b>	National Institute of General Medical Sciences
<b>NIH</b>	National Institutes of Health
<b>OCPL</b>	Office of Communication and Public Liaison
<b>PDF</b>	Portable Document Format
<b>URL</b>	Uniform Resource Locator

*Table 1: List of Terms and Acronyms*