



IU School Of Medicine Digital Measures Activity Insight

Supplemental Frequently Asked Questions

Indiana University Digital Measures Activity Insights

Learn more by visiting:
uaa.iu.edu/academic-affairs/faculty-affairs/activity-insight/index.html

HAVE ADDITIONAL QUESTIONS?

VIEW:

[IUSM DMAI Quick Reference Guide](#)

[IU DMAI FAQ](#)

[DMAI Faculty Support Guide](#)

[DMAI Reviewer Support Guide](#)

CONTACT:

Please email
dmhelp@iu.edu

1. What do I do if auto-populated information in DMAI is incorrect?

Contact dmhelp@iu.edu with the specific information that is incorrect.

2. Why is the Vita-IUPUI CV Format not printing in the correct chronological order?

Using the Reports tab in the top left ribbon (not Rapid Reports in the top right grey ribbon), select Vita-IUPUI CV Format. Select "Reverse Chronological" or "Chronological" from the Record Ordering in section 3, Report Options.

3. Can I assign a delegate to enter data for me?

Yes, see page 27 of the [Faculty Support Guide](#).

4. When I import publications, how do I work around the "Match Collaborators" screen?

See page 12 of the [Faculty Support Guide](#).

5. Why are none of the activities I entered showing up on the IUSM Faculty Annual Review Report?

Make sure the dates that have been entered for the report parameters are set to encompass the dates that were entered for each activity.