


Adding your Performances or Productions

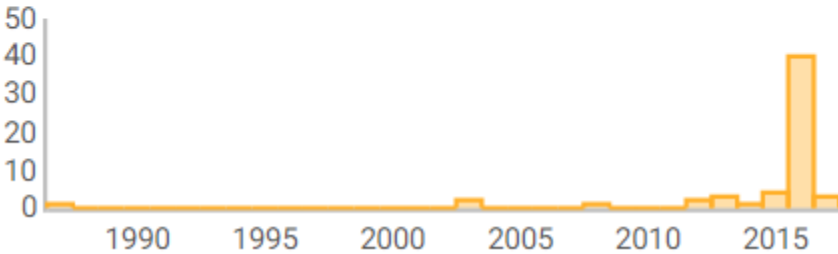
To add information about your Creative Work:

- Log in to CUBE using your identikey username and password
- On the home page, scroll down to “My Summary” click the “+add” link then select “creative work – performance/production” from the pop up window

My Summary

 84 scholarly and creative works , plus 42 pending

+ add



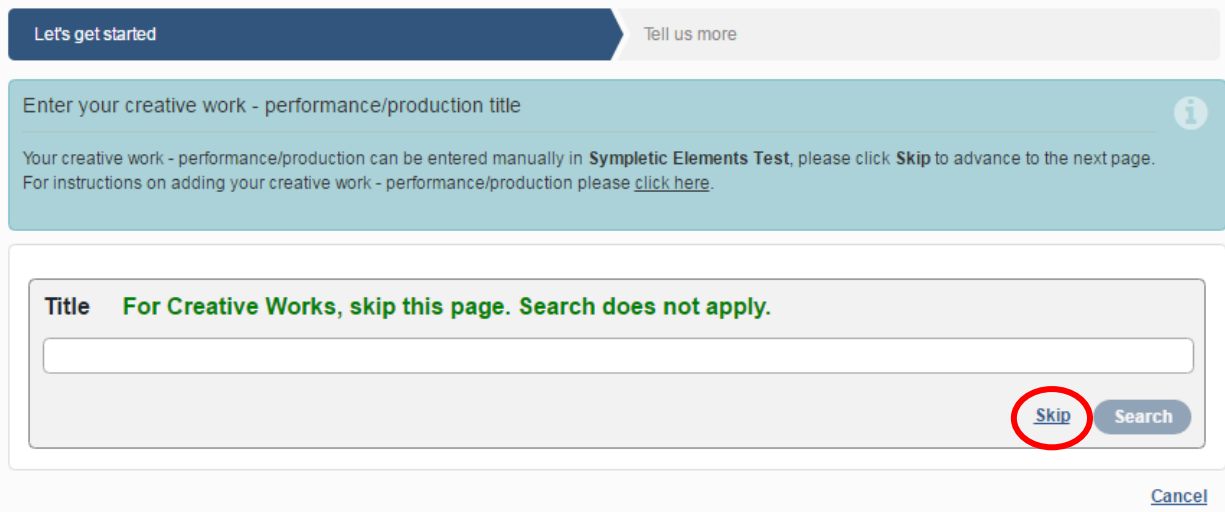
Add a new... ✕

book	chapter
conference proceeding	journal article
scholarly edition	creative work - performance/production
creative work - exhibition	creative work - play, poem, fiction (not books)
creative work - digital art, media & web design	creative work - composition
creative work - other	


Or you can [perform a bulk import](#) of scholarly or creative works from your local system.

On the following page, click “Skip” to start adding your Creative Work

Add Creative Work - Performance/Production



Let's get started Tell us more

Enter your creative work - performance/production title 

Your creative work - performance/production can be entered manually in **Symplectic Elements Test**, please click **Skip** to advance to the next page. For instructions on adding your creative work - performance/production please [click here](#).

Title **For Creative Works, skip this page. Search does not apply.**

[Skip](#) [Search](#)

[Cancel](#)

On the following page, add information about your creative work, click on the question marks for help with an individual field.

Required Fields for Creative Work – Performance/Production are marked by a Red Asterisk:

- Relationship - In the relationship box, Faculty Affairs advises selecting the “Contributor to” relationship type. This will not affect what information flows through to the FRPA, and will improve the information in CU Experts and other systems.
- Sub-Type – Indicate the type of Performance or Production you are entering in to CUBE.
- Description – Add information on your Creative Work here, this field should be treated like the old FRPA interface.
- Start Date – Add information about when your Creative Work started. This field is important for FRPA purposes, it can be expressed in Year, Month/Year, or Day/Month/Year format. See the question mark for more information on date format.
- Number of Performances – Indicate the number of performances for the performance or production you are entering.
- Venue Name- List the venue of your performance or production.
- Venue City – List the city of your performance or production.
- Type of Venue – Select the Type of Venue from the drop down menu.

Relationship Type Options

*What is your relationship with this creative work - performance/production?

Author of
 Editor of
 Translator of
 Contributor to

Sub-Type Options

* Sub-Type:



Conducting
 Directing/Producing
 Choreography/Design
 Performances
 Presentation, Scripts, or Productions (radio, tv, film, video)
 Performances of Original Composition/Choreography/Text
 Performances of Original Composition/Choreography/Text - Recorded
 Performances Recorded
 Artistic Direction

Type of Venue Options

* Type of Venue:

ed for distribution? If so, check box:

-
- International Venue
- National Venue
- Regional Venue - International Visibility
- Regional Venue - National Visibility
- Regional Venue - Regional Visibility
- Online Performance
- Studio Sessions
- Other

* Description:	<input type="text"/> 1300 characters left	?
* Start Date:	<input type="text"/> 	?
End Date:	<input type="text"/> 	?
* Number of Performances:	<input type="text"/>	?
* Venue Name:	<input type="text"/> 100 characters left	?
* Venue City:	<input type="text"/> 50 characters left	?
Venue State:	<input type="text"/> 15 characters left	?
Venue Country:	<input type="text"/> 50 characters left	?



All other fields are optional.

If you need more space to describe your Creative work click the plus next to Additional Information to expand the additional fields.

Click "Save" at the bottom of the page when you are done entering information about your Creative Work, and return to the CUBE home page to add additional creative works.

For more assistance, contact Faculty Affairs by emailing pubsdata@colorado.edu, or call Matt Ramey at 303-735-7827.

<http://www.colorado.edu/FIS/CUBE>