

FOUR-PAGE WORKING ARTIFACT

Scientific CV evidence architecture pack

A source-checked guide and four-page worksheet for arranging scholarly evidence, labeling publication status, and tailoring section order without inventing a universal template.

TARGET ROLE AND INSTITUTION	DISCIPLINE AND APPLICATION INSTRUCTIONS
VERSION OWNER	REVIEW DATE

Completion gate

☐ Every date, role, award, and citation verified	☐ Publication statuses separated and accurate
☐ Section order matches the stated evaluation context	☐ Names, identifiers, links, and formatting normalized
☐ Sensitive personal information removed	☐ Field-aware reviewer completed a scan

How to use this record. Complete it with the people who control the relevant policy, rights, evidence, and decision. An empty field is an unresolved decision, not permission to proceed.

MANUSIGHTS PLANNING MODEL

Scientific CV Evidence Architecture

Answer each question with evidence that another qualified person can inspect. The framework organizes a decision; it does not replace the controlling authority.

Decision	Question, proof, and working record
1. Identity and direction	Can the reader identify your field, current role, and next research direction without decoding a biography? Proof: Name, contact route, current appointment, education, and concise research positioning where appropriate.
2. Scholarship	Can the reader distinguish published work from work at every other status? Proof: Separate categories, complete citations, consistent author order, DOI links, and exact status labels.
3. Funding and recognition	Does each item state your role rather than imply ownership of the full award? Proof: Sponsor, mechanism, dates, amount only when useful, and role such as PI, co-investigator, trainee, or contributor.
4. Teaching and mentoring	Can a reviewer see responsibility, audience, and scope? Proof: Course or activity, institution, role, dates, and bounded scale rather than unsupported impact claims.
5. Service and leadership	Is activity grouped by the contribution a committee is evaluating? Proof: Editorial, peer-review, committee, society, outreach, and lab leadership with dates and role.

CONTEXT BEFORE ACTION

Publication status control

Use these starting points to identify the next verification. Do not convert a category into approval without checking the current, project-specific source.

Published

Use the final citation and DOI or stable publisher URL.

PROJECT-SPECIFIC EVIDENCE

Accepted or in press

Use only after written acceptance. Name the journal and label the status.

PROJECT-SPECIFIC EVIDENCE

Preprint

Place in a separate section and include the server, DOI, and version when available.

PROJECT-SPECIFIC EVIDENCE

Under review

Use a separate, clearly labeled section only if the field and application context support it.

PROJECT-SPECIFIC EVIDENCE

In preparation

Usually omit. If specifically useful, keep separate and do not imply submission or acceptance.

PROJECT-SPECIFIC EVIDENCE

RECORDED DECISION☐ **Proceed**☐ **Revise**☐ **Stop and escalate**

CLOSE THE LOOP

Leave a record someone else can verify.

- 1 Save a complete master evidence record.
- 2 Create a role-specific version without deleting provenance.
- 3 Record reviewer corrections and the final sent version.
- 4 Use the required sponsor form when the application asks for one.

Official source record / checked September 15, 2026

A. GSAS CV and Cover Letter Guide

Harvard University Mignone Center for Career Success / CV purpose and major academic evidence categories

[Open official source](#)

C. Curriculum Vitae

UC Davis Career Center / Academic CV content and publication presentation

[Open official source](#)

E. What Should I Know About the New Biographical Sketch Common Form?

NIH Office of Extramural Research / Effective date and SciENCv workflow

[Open official source](#)

B. CVs for Faculty Job Applications

University of Pennsylvania Career Services / Typical sections, tailoring, and review

[Open official source](#)

D. Biographical Sketch Common Form

NIH Office of Extramural Research / Current NIH submission process

[Open official source](#)

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