



Quick Start Guide

The Western Michigan University Undergraduate Research Program, part of the Office of the Vice President for Research, is home to the **Student Opportunity Center (SOC)**. SOC gives students access to over 8,000 opportunities, across the country and right here on campus, related to research and creative scholarship including conferences, research opportunities, journals for publishing student work, and other funding opportunities. Current students that are registered at Western Michigan University may create an account for free using their student email (@wmich.edu).

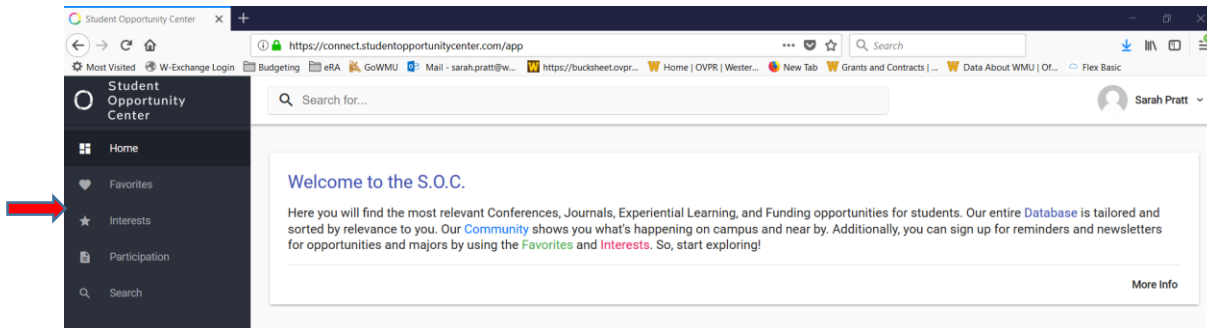
Creating an Account

To create your account, go to <https://www.studentopportunitycenter.com/login> and click the link at the bottom to create a new account. Remember, you must use your wmich.edu email address to create your account.

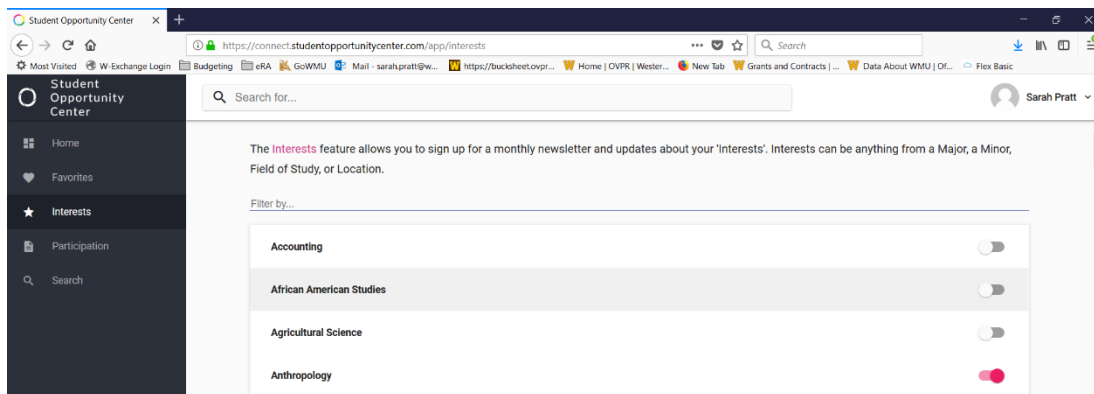
Selecting Interests

Once you have created your account and logged in, you will want to set up your interests. Selecting interests will allow SOC to make recommendations that are most relevant to you. You can also receive periodic email updates with new opportunities that match your interests.

To select your interests, simply click the interest link from the menu on the left hand side of the screen.



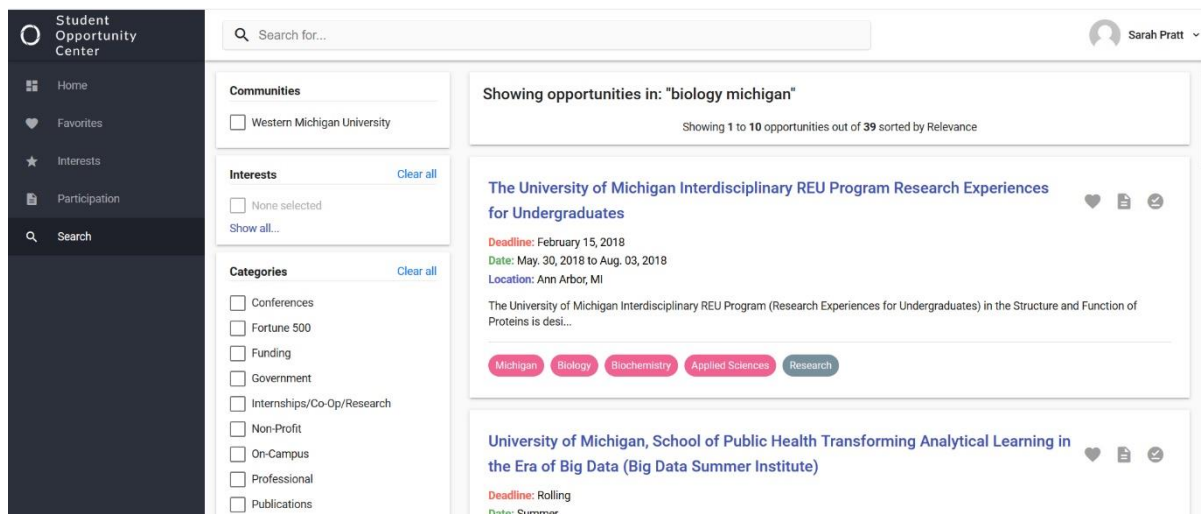
You will be taken to a screen with a list of interest areas in alphabetical order. Simply toggle the button at the right to turn the interests on (or off). You can select as many interests as you would like.



When you return to the home screen, or the next time you login, you will see a list of recommended opportunities based on your interests.

Searching for Opportunities

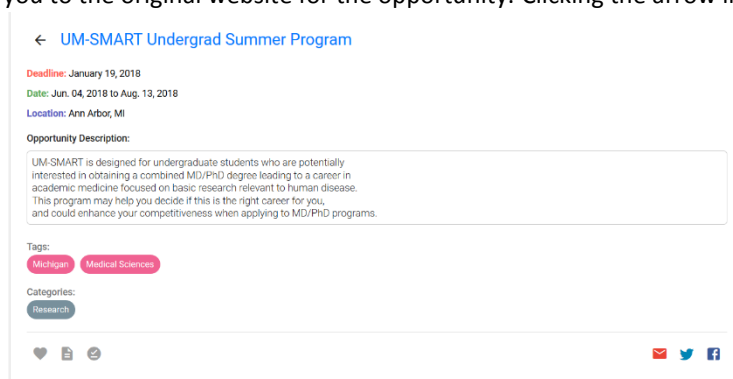
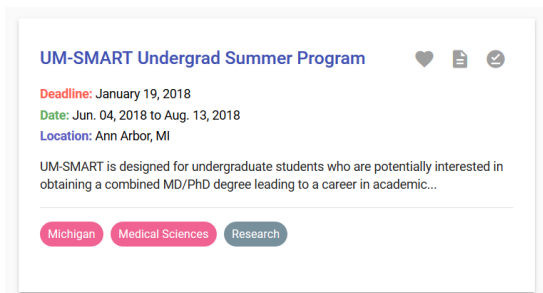
To search for opportunities, click the search link in the menu or simply type key words (subject areas, majors, locations, etc.) into the



search box at the top of the home page. This will take you to the search screen. From here you can refine results based on opportunity type, interest area or communities using the filters along the left side of the screen.

Viewing a Detailed Opportunity

If you find an opportunity that looks interesting and you want to know more, simply click the opportunity title. Once you are in the detailed view, clicking the title again will take you to the original website for the opportunity. Clicking the arrow in front of the title will take you back to your search page.



Tagging Opportunities

When you find an opportunity that interests you, you can mark it as a “favorite” so that you can easily return to it later. To mark a favorite, simply click the **heart icon** in the upper right corner in the summary view or in the bottom left corner of the detail view.

You can also mark an opportunity as “applied” (**page icon**) or “participated” (**check mark icon**). These tags will help you keep track of opportunities you have applied for (and it also helps us know which opportunities are most relevant to WMU students).

To view all of the opportunities you have marked as favorites (or applied or participated), simply click the appropriate link from the main menu on the left side of the screen.

Questions/Comments

If you have questions or comments about the Student Opportunity Center, we would love to hear from you! Please contact the Office of the Vice President for Research at 387-8298 or email Sarah Pratt at sarah.pratt@wmich.edu.