

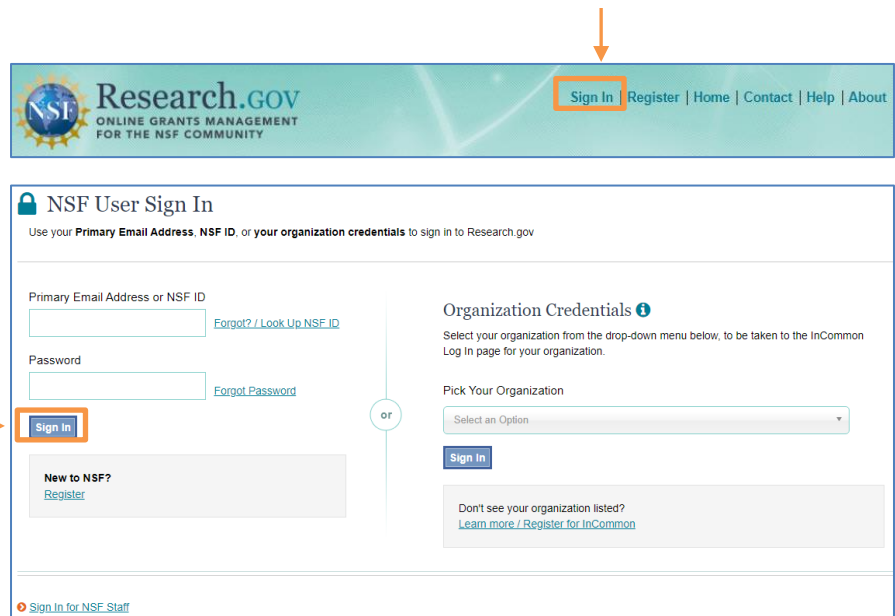
## Principal Investigators (PIs) and co-PIs can remove added datasets from the NSF Public Access Repository (NSF-PAR) without assistance from the NSF Help Desk.

- Only the PI and co-PIs that initially added or associated an NSF award to a dataset can disassociate the NSF award from the added dataset in NSF-PAR.
- Award IDs that are removed will immediately stop displaying on the Manage Research Products page and will not be available in the publicly-facing [NSF-PAR search](#) results.
- If the dataset has only one associated award ID, that dataset is immediately removed from the Manage Research Products page and the NSF-PAR search results.
- Removing a dataset that has been added in the NSF-PAR does not remove it automatically from an in-progress project report that you have added the dataset to manually.

## Steps to Remove a Dataset from the NSF-PAR

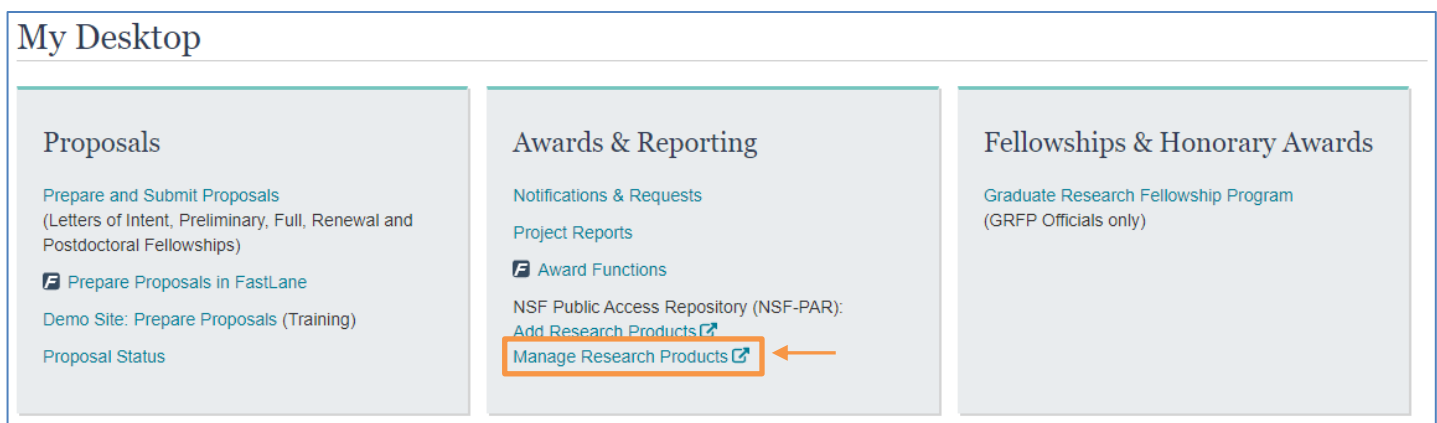
### 1 Login to Research.gov

- Open [Research.gov](#).
- Click **Sign In** located at the top right of the screen to enter credentials.
- On the NSF User Login page, enter your **Primary Email Address or NSF ID** and **Password** and click the **Sign In** button.



The screenshot shows the Research.gov website header with the 'Sign In' link highlighted. Below it is the 'NSF User Sign In' form with fields for 'Primary Email Address or NSF ID', 'Password', and 'Organization Credentials'. The 'Sign In' button is highlighted with an orange box and an arrow.

### 2 Click the Manage Research Products link located in the Awards & Reporting module.



The screenshot shows the 'My Desktop' dashboard with three main modules: 'Proposals', 'Awards & Reporting', and 'Fellowships & Honorary Awards'. In the 'Awards & Reporting' module, the 'Manage Research Products' link is highlighted with an orange box and an arrow.

**3** Click the **Edit link** located in the row for the dataset you want to remove.

Manage Research Products

Use NSF-PAR to add your research products by entering a Digital Object Identifier (DOI) and associating them to specific NSF awards. You can also search for and manage research products that you have previously entered for your awards.

Research Products Previously Submitted

Type:  Award ID:  Title:  Author/Creator:  DOI Number:  PAR ID:

Show  Legend  Publication  Dataset

Showing 1 to 3 of 3 | << < Prev 1 Next >>

Type	Award ID(s)	Title	Author(s)/Creator(s)	DOI Number	PAR ID	Actions
	#####	Test Title	Smith, John; Jones, Jane;	<a href="#">10.NNNN/XXXXX</a>	#####	<a href="#">View</a> <a href="#">Edit</a>
	##### #####	Test Title	Smith, John; Jones, Jane; Johnson, Mary;	<a href="#">10.NNNN/XXXXX</a>	#####	<a href="#">View</a> <a href="#">Edit</a>

**Edit link**

- All datasets for the NSF awards for which you have permissions are displayed on the NSF-PAR Manage Research Products page, regardless of whether you originally added the dataset.
- You will continue seeing datasets that are not associated with one of your awards if you were the one who originally added the dataset and other awards are linked to that dataset.

**4** Click the **Remove award ID link** located next to the award information on the Edit Dataset page.

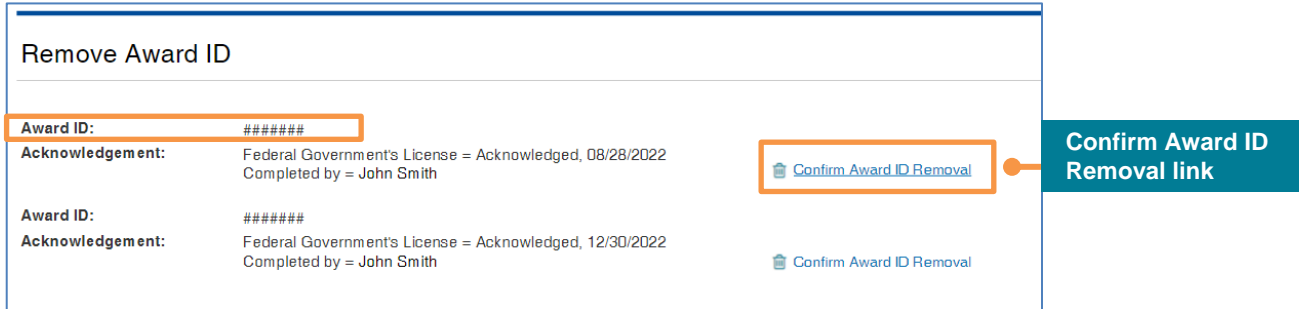
Edit Dataset [Print Summary](#)

**Award Information:**  
**Award ID:** XXXXXXX  
**Acknowledgement:** Federal Government's License = Acknowledged, 07/27/2022  
 Completed by = John Smith  
**Sponsoring Organization:** National Science Foundation

**Dataset Information:**  
**NSF-PAR ID:** XXXXXX  
**DOI Number:** 10.NNNN/XXXXX  
**Title(s):** Sample Title  
**Creator(s):** Smith, John; Jones, Jane;  
**Corporate Creator(s):** Sample Corporation

**Remove award ID link**

- 5** Click the **Confirm Award ID Removal** link located to the right of the award you want to remove from the added dataset.



**Remove Award ID**

**Award ID:** #####

**Acknowledgement:** Federal Government's License = Acknowledged, 08/28/2022  
Completed by = John Smith

**Award ID:** #####

**Acknowledgement:** Federal Government's License = Acknowledged, 12/30/2022  
Completed by = John Smith

[Confirm Award ID Removal](#)

[Confirm Award ID Removal](#)

**Confirm Award ID Removal link**

- i** You will not be able to remove an award if you did not associate the award to that dataset.



**Acknowledgement:** Federal Government's License = Acknowledged, 12/30/2023  
Completed by = John Smith

**Award ID:** XXXXXXXX

**Acknowledgement:** Federal Government's License = Acknowledged, 07/30/2022  
Completed by = John Smith

**Award ID:** XXXXXXXX

**Acknowledgement:** Federal Government's License = Acknowledged, 06/20/2022  
Completed by = Jane Jones

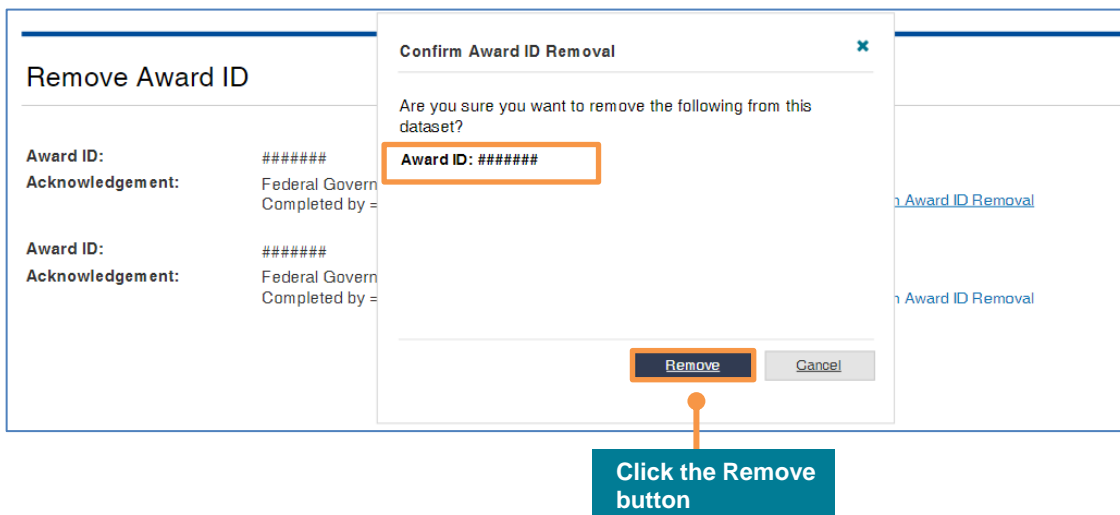
**Removal Not Available**

You cannot remove an award that you have not added yourself.

For further assistance please contact your Program Officer or the NSF Help Desk at 1-800-381-1532.

**Removal Not Available**

- 6** Confirm the Award ID and then click the **Remove** button on the confirmation dialog box.



**Remove Award ID**

**Award ID:** #####

**Acknowledgement:** Federal Government's License = Acknowledged, 08/28/2022  
Completed by = John Smith

**Award ID:** #####

**Acknowledgement:** Federal Government's License = Acknowledged, 12/30/2022  
Completed by = John Smith

**Confirm Award ID Removal**

Are you sure you want to remove the following from this dataset?

**Award ID: #####**

[Award ID Removal](#)

[Award ID Removal](#)

**Remove** **Cancel**

**Click the Remove button**

## 7 Validate award removal from the dataset on the banner success message.

- i** Confirmation of award removal from a dataset will show in one of two pages.
  - If you delete one of your multiple awards from the list, you will see the removal confirmation message on the Remove Award ID page.
  - If you delete your only remaining award from the list, you will see the removal confirmation message on the Manage Research Products page.

### Remove Award ID

✔ You have successfully removed the following from the corresponding dataset for NSF-PAR ID: XXXXXX.  
Award ID: XXXXXXXX ✕

**Award ID:** XXXXXXXX  
**Acknowledgement:** Federal Government's License = Acknowledged, 12/30/2022  
 Completed by = John Sith [Confirm Award ID Removal](#)

Confirmation Message (example 1)

### Manage Research Products

✔ You have successfully removed the following from the corresponding dataset for NSF-PAR ID: XXXXXX.  
Award ID: XXXXXXXX ✕

Use NSF-PAR to add your research products by entering a Digital Object Identifier (DOI) and associating them to specific NSF awards. You can also search for and manage research products that you have previously entered for your awards.

**Research Products Previously Submitted**

Type:	Award ID:	Title:	Author/Creator:	DOI Number:	PAR ID:
--Select Type--					

Filter Clear

Show: 10 Legend: Publication Dataset Showing 1 to 3 of 3 << < Prev 1 Next >>

Type	Award ID(s)	Title	Author(s)/Creator(s)	DOI Number	PAR ID	Actions
	#####	Test Title	Smith, John:	<a href="#">10.NNNN/XXXXX</a>	#####	<a href="#">View</a> <a href="#">Edit</a>

Confirmation Message (example 2)

## Questions and Helpful Resources

- NSF Help Desk**  
IT system-related and technical questions may be directed to the NSF Help Desk at 1-800-381-1532 (7:00 AM - 9:00 PM ET; Monday - Friday except federal holidays) or via [rgov@nsf.gov](mailto:rgov@nsf.gov).
- Additional training resources are available on the Research.gov [About Public Access](#) page and Research.gov [About Project Reports](#) page. Please also refer to the [NSF Frequently Asked Questions \(FAQs\) for Public Access](#) for further Public Access information.