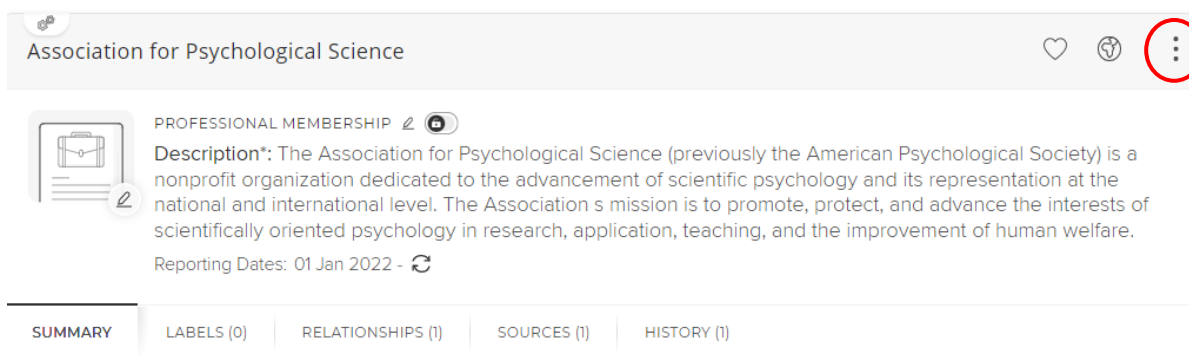


OVERVIEW

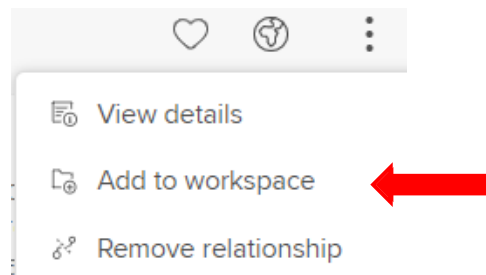
LSU Elements pulls activities from multiple sources thus, there may be activities that are duplicated. To deal with duplicates, activities can be added to your Workspace and combined into a single record.

COMBINING ACTIVITIES

- To combine activities on your LSU Elements profile, you'll need to add both activities to your Workspace.
 - Navigate to the first activity you would like to combine and click on the Options button (the three dots in the upper right corner of the activity). **In this example, there is a duplicate record for a professional membership due to two different reporting dates.*



- Click **Add to workspace**.




- Repeat the previous steps for the second activity.
- Once your activities have been added to your workspace, you'll need to combine those activities together on the Workspace screen.
 - Click on the **menu** button.








- Click on **Workspace** under Tools.



- My Profile
- Assessment
- Open Access
- Reporting
- Category Admin
- System Admin

- | My Work | About Me | Settings | Tools |
|---|---|--|---|
| <ul style="list-style-type: none"> > Publications > Grants > Professional Activities > Teaching Activities > Pieces of Equipment > Projects > Organisational Structures | <ul style="list-style-type: none"> > Edit Profile | <ul style="list-style-type: none"> > Automatic Claiming > Name-based Search > Account Settings > Configure Homepage > Manage Delegates | <ul style="list-style-type: none"> > Import Publications > Create Links > Workspace  |

- Select the two activities you want to combine by checking the check box located to the left of the activity title.




Select all
  Join
  Export
  Clear the workspace

Association for Psychological Science
[Jason Hicks](#)
 URL: [not entered]; Description*: The Association for Psychological Science (previously the American Psychological Society) is a nonprofit organization dedicated to the advancement of scientific psychology and its representation at the national and international level. The Association s mission is to promote, protect, and advance the interests of scientifically oriented psychology in research, application, teaching, and the improvement of human welfare.
 Professional activity: Professional Membership  

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 Professional activity: Professional Membership  

- Click Join.

Sort by Reporting date (newest to oldest) ▼

Select all
  Join
  Export
  Clear the workspace

Association for Psychological Science
[Jason Hicks](#)

- In the Confirmation window, click OK.

Confirmation ✕

The selected two professional activities have the following overlapping source:
Manual.

Do you wish to proceed?

- The combined activity will now appear in the Workspace. Click on **Clear the workspace** button to remove it from your Workspace.

Select all
 Join
 Export
 Clear the workspace

Association for Psychological Science

[Jason Hicks](#)

URL: [not entered]; Description*: The Association for Psychological Science (previously the American Psychological Society) is a nonprofit organization dedicated to the advancement of scientific psychology and its representation at the national and international level. The Association's mission is to promote, protect, and advance the interests of scientifically oriented psychology in research, application, teaching, and the improvement of human welfare.

Professional activity: Professional Membership

- Once you have combined the activities, verify that the combined activity appears in your activity list and edit accordingly.