

# Adding Site Information

Using Site Admin Site Information, you can:

1. Set the site name (typically something like Scholars@Cornell or GWU Experts, or UF VIVO). The site name is used on several pages when explaining the site to users.
2. Contact Email address. provide an email address that will receive contact info from VIVO. Typically this is set to a generic email address or list that can be answered by the people responsible for user support. Example: [info@vivo.myschool.edu](mailto:info@vivo.myschool.edu)
3. Set the theme. See below. You can customize the theme - [link](#)
4. Copyright holder. This is typically the name of your institution. Example: George Washington University
5. Copyright URL. A URL that will be visited when a user clicks on the copyright link at the bottom of each VIVO page.

Site information is stored in the VIVO configuration triple store.

An example is shown below:

## Site Information

### Editing Existing Record

Site name (max 50 characters)



Contact email address contact form submissions will be sent to this address

Theme

Copyright text used in footer (e.g., name of your institution)

Copyright URL copyright text links to this URL