University Library



Using InCites to collect metrics on a researcher

Introduction

InCites is a benchmarking tool which uses Web of Science data to provide information about individual researchers, groups and institutions, comparing them with the world average of 1.

Follow this guide to create a report on an individual researcher. Before using this guide, ensure you have an account with InCites by following the guide "Creating an InCites account".

Procedure

A: Standard Researcher Report

- 1. Access the InCites database from <u>www.adelaide.edu.au/library/</u>
- 2. Sign in to InCites using your personal InCites/Web of Science login (not Your University login)
- 3. Under InCites System Reports Researcher Report, click Run



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4. Enter a **Researcher ID/Publons** or **ORCiD**, then **Save** the report to **My Items Please note: this report only works well if your ResearcherID or ORCiD is up to date**

Web of Science InCites Journal Citati	on Reports Essential Science Indicator	s EndNote Publions	joey.gerlach@a ▼ Help English ▼
InCites Calibrate Your Strategic Research	Vision		Clarivate Analytics
Analytics		Dashboard	My Organization
Analytics Researcher Rep	ort		
Researcher Report Researcher ID® ORCID 0000-0002			Save
	ßı	Web of Science Docur	ments and Times Cited per year
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5. To find your saved reports, Select Analytics - My Folders

InCites Calibrate Your Strategic Research Vision		Clarivate
Analytics	Dashboard	My Organization
O New in InCites		My Folders
	Explore InCites Data	
	Create dynamic tables and graphs based on your needs	L.

6. You can edit the arrangement of the tiles, rename them and email a PDF of the report to yourself or others.

The report covers twelve metrics including

- Times cited
- H-idex
- Documents in th top 10%
- Research areas including high impact research areas
- Top journals
- Most cited documents
- Collaboration statistics

B: Custom Report

1. Select the **Analytics** tab, then select **People**

InCites Calibrate Your Strategic Research Vision					
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L	People	Organizations	Regions	Research Areas	

- 2. If you have searched InCites previously, select Clear Filters
- 3. Under **Dataset**, select **with ESCI (Emerging Sources Citation Index)**, and ensure **Entity Type** is set to **People**

New The	
Documents: 60,610,683	(i)
Tile Settings	
Dataset	
InCites Dataset	~
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People	~

- 4. Under **By Attributes** select **Person name or ID**
- 5. Search by **Name** or **Unique ID** (note: if using ORCiD or Researcher ID/Publons, it must be up-to-date) Select all possible variants of the name (e.g. Smith, Jane; Smith, Jane E; Smith, Jane EH)
- 6. Click **Update Results** at the bottom of the tile settings box
- 7. From the list of names, select the correct author names and **Pin to Top**

Funding Agency		·	stattordshire University	13	92.31%
Update Results	8 +	11	University College London	1	0%
	0,	12	n/a	3	100%
	*	12	University of Adelaide	12	66.67%
		12	South Australian Museum	7	57.14%
		12	Natural History Museum London	1	0%
	2	12	University College London	24	95.83%
	and the second s				
		InCites dataset update	d Oct 33, 2018. Includes Web of Science cont	ent indexed three	gh Aug 31, 2
6 items selected		Cancel Se	elect All Exclude From Results	Pin To Te	op

- 8. Click **Benchmarks Baseline for Pinned Items**. This is a de-duplicated set of results for that author
- 9. Click on the **Cog** icon at the top of the list of names and select the indicators you would like to include in your report.

Indicators are grouped under Productivity, Impact and Collaboration categories.

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Search 16 results	Benchmarks	. 🛃
4	Global Baseline	F
	Country/Region Baseline for Pinned Items	% Docs
A Name Ran	Baseline for All Items	Cited
	Baseline for Pinned Items	(i) ×

10. Select the **Web of Science Documents** link to view a table with each publication and its metrics.

¢	▲ Name	Rank	Web of Science Documents	% Docs Cited	Times Cited	Category Normalized Citation Impact
			(1)	(1)	(i)	()
۲	Baseline for Pinned Items	n/a	44	70.45%	666	1.65

11. Export the table as a CSV file.

	1
Export results	starting from
current page	
File Name	
Web Of Science	Documents
File Type	Records 88
CSV	44
	Export

- 12. Open the CSV file in Excel and explore the metrics.
- 13. Papers can be sorted by the normalised values to identify top papers, e.g.
 - a. highest CNCI (category normalised impact factor), CNCI is defined as "Citation impact (citations per paper) normalized for subject, year and document type"
 - b. % documents in Quartile 1 journals, Citation impact, % Hot Papers, % Industry collaboration and more

Contact Us

For further support or questions, please contact the University Library on +61 8 8313 5759 or email <u>library@adelaide.edu.au</u>