

Aurora to InCites: Importing publications

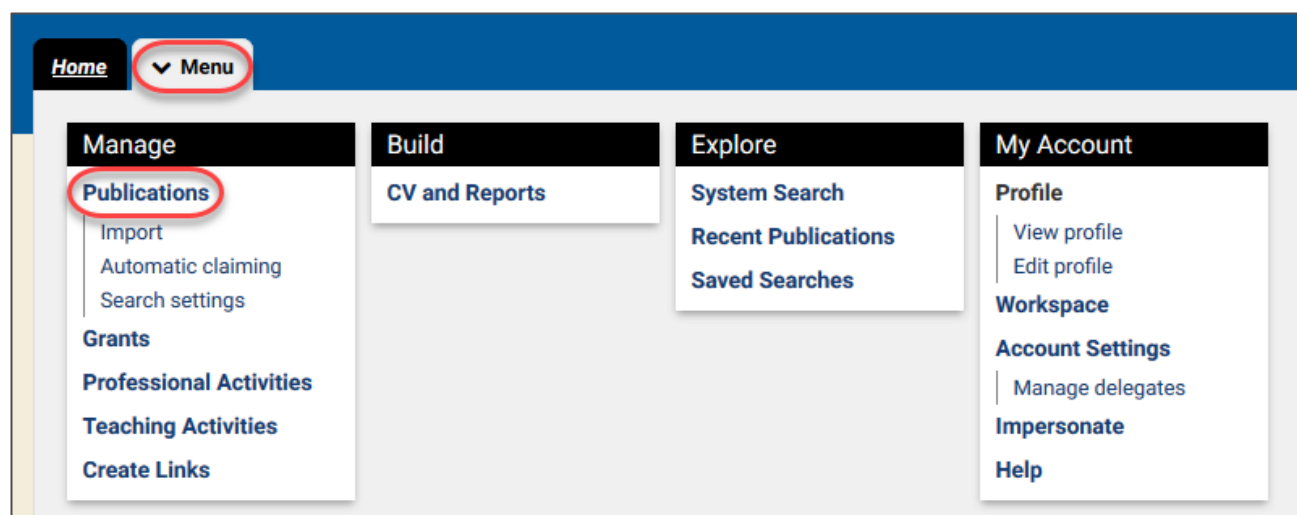
Introduction

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 import your publications from Aurora into InCites to analyse your research impact.

Procedure

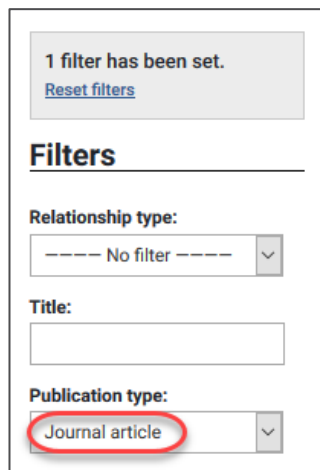
Part 1: Exporting publications from Aurora

1. Login to Aurora at: www.adelaide.edu.au/technology/research/your-research-profile/aurora
2. Go to Menu > Click on **Publications**

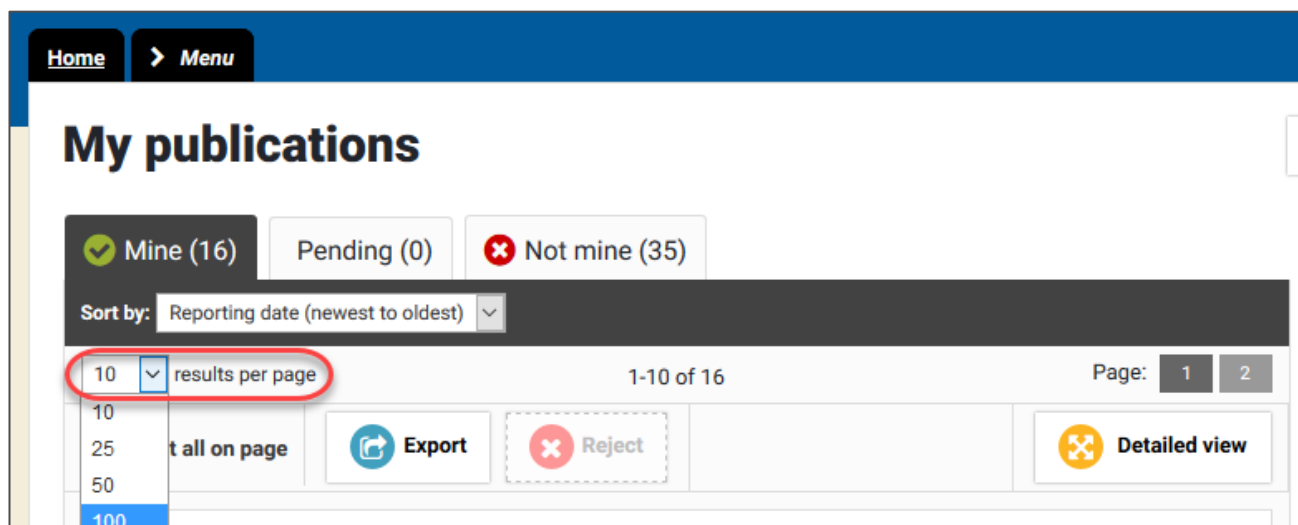


To create benchmarking reports in InCites, first you will need to remove books, book chapters, conference papers, datasets etc from your publication list. This will leave only journal articles for analysis in InCites.

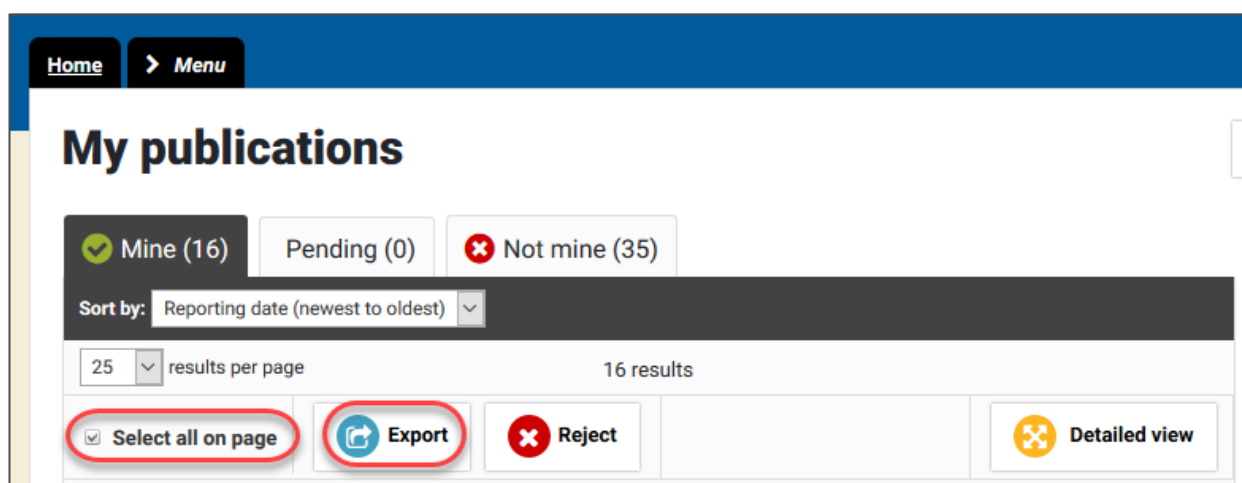
3. From the **Filter** options on the right of screen, select Publication type: **Journal article**



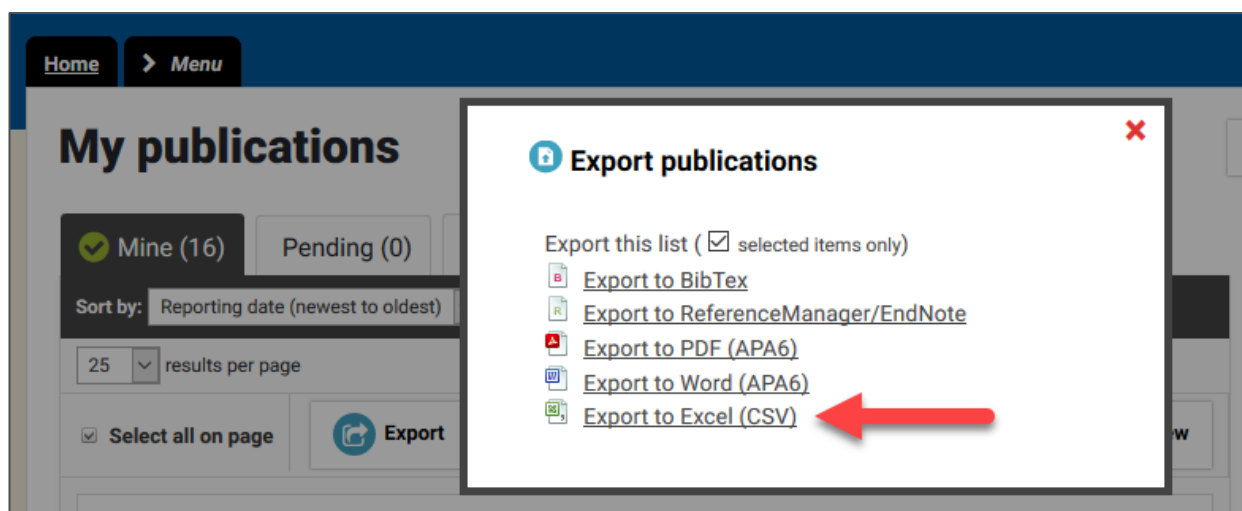
4. Use the **Results per page** drop-down option to view more results – depending on how many publications you have in your list.



5. Click the **Select all on page** box, then click **Export**.
***If you have multiple pages to export, don't select any records, and they will all be exported.**

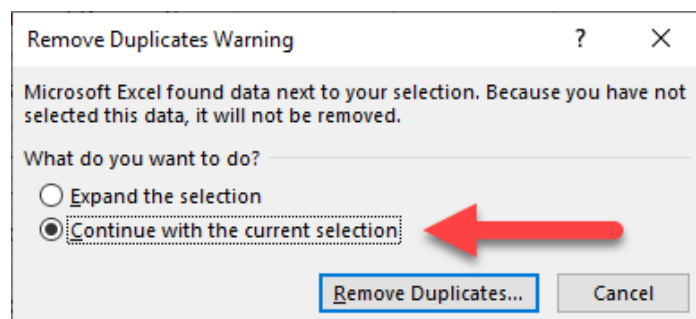


6. Choose **Export to Excel (CSV)**

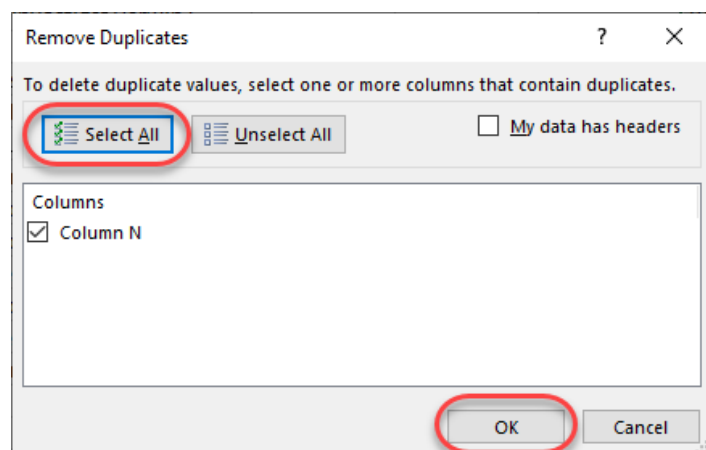


Part 2: Preparing the Excel spreadsheet

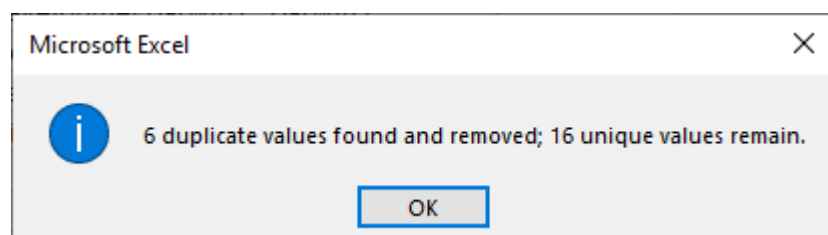
7. Highlight the entire **DOI** column. From the options at the top of the screen click **Data > Remove duplicates**.
8. Click **Continue with the current selection > Remove Duplicates**.



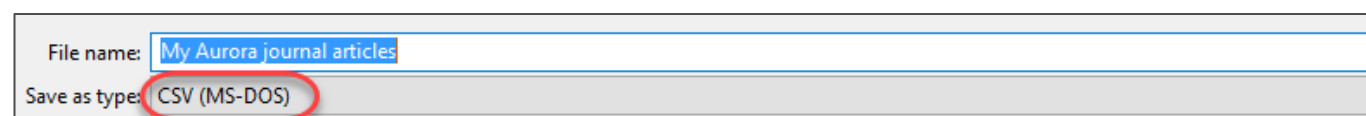
9. In the next dialogue box, select all > **Click OK**.



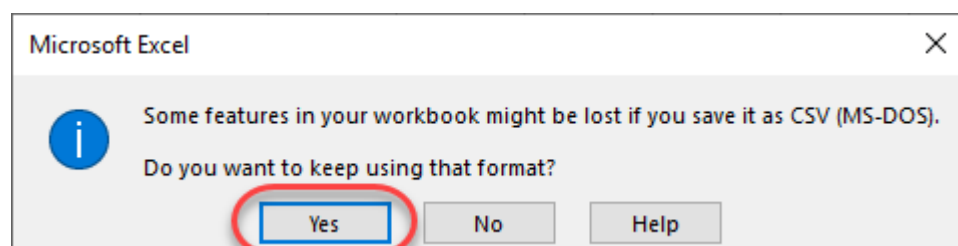
10. The next dialogue box will tell you how many duplicates were found, and how many remain.



11. Highlight the remaining DOIs > Copy > Open a new blank spreadsheet and paste in the DOIs.
12. In the new spreadsheet, go to **File > Save as**. Give your spreadsheet a name and **Save as type CSV**.

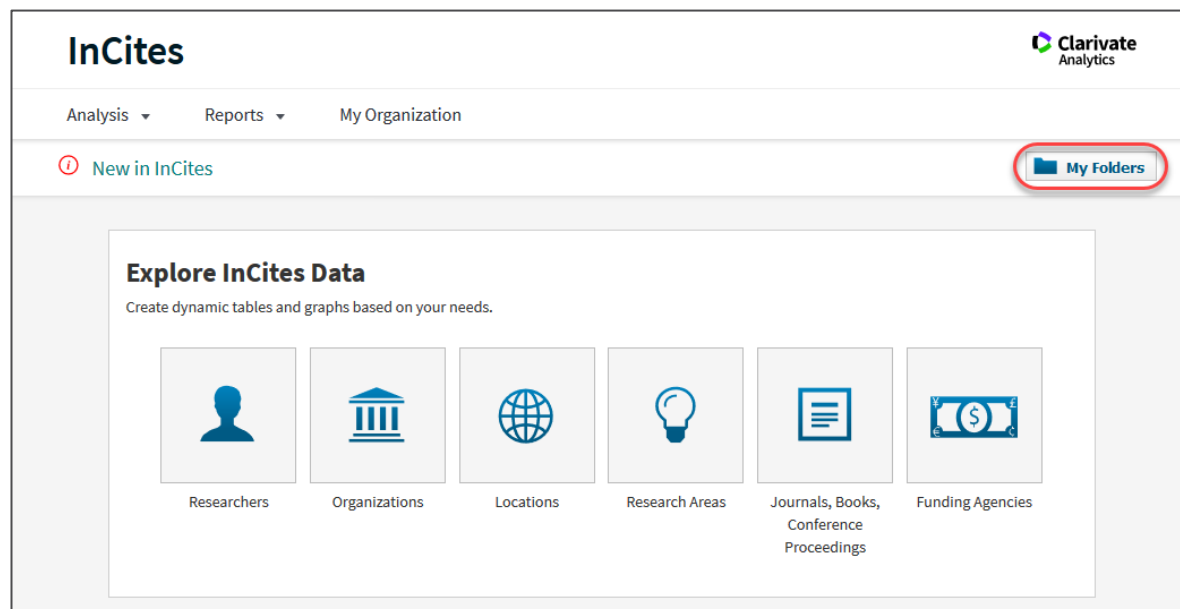


13. Select **Yes** from the next dialogue box

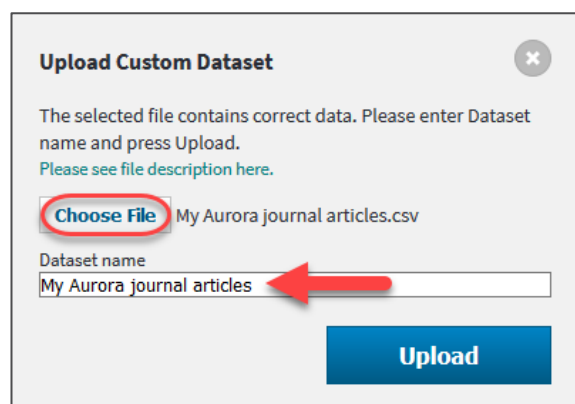


Part 3: Importing DOI spreadsheet into InCites for analysis

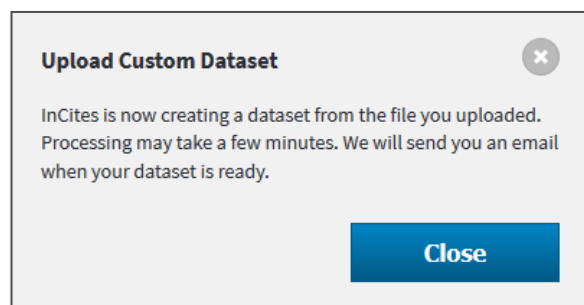
14. Access the InCites database from www.adelaide.edu.au/library/
15. Sign in to InCites using your personal InCites/Web of Science login (not Your University login)
16. Click on **My Folders**



17. From the **Create** drop-down option, select **Dataset**
18. Click **Choose File**, then browse to locate your DOI spreadsheet. Click **Upload**.



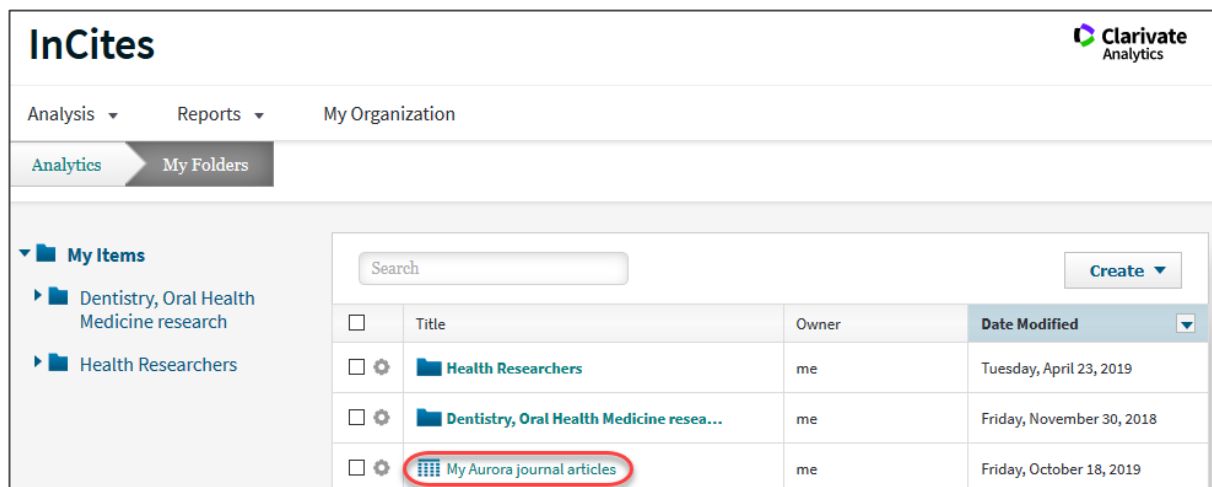
19. InCites will send you an email when your dataset is ready.



20. When your email arrives, click on the link to go to your dataset in InCites.
Note: Sometimes not all records are included in the dataset. Records may not be available if they:
 - Are not in the InCites database
 - Were published before 1980

- Were recently added to the Web of Science Core Collection
- Represent the same article as another identifier in the input file

21. Locate your dataset. Click the dataset link to view details.



The screenshot shows the InCites web interface. At the top, there's a header with the InCites logo and the Clarivate Analytics logo. Below the header, there are navigation tabs: 'Analysis', 'Reports', and 'My Organization'. Under 'Analysis', there are sub-tabs for 'Analytics' and 'My Folders'. The 'My Folders' tab is active. On the left, there's a sidebar with 'My Items' and a list of folders: 'Dentistry, Oral Health Medicine research' and 'Health Researchers'. The main area displays a table of datasets. The table has columns for 'Title', 'Owner', and 'Date Modified'. The 'My Aurora journal articles' dataset is highlighted with a red circle.

	Title	Owner	Date Modified
<input type="checkbox"/>	Health Researchers	me	Tuesday, April 23, 2019
<input type="checkbox"/>	Dentistry, Oral Health Medicine resea...	me	Friday, November 30, 2018
<input type="checkbox"/>	My Aurora journal articles	me	Friday, October 18, 2019

This dataset can now be used to analyse your research impact and to create a range of personalised benchmarking reports.

InCites analysis and benchmarking

For further information on using InCites to analyse your publications and to create benchmarking reports, please refer to the **Benchmarking tools** guides:

www.adelaide.edu.au/library/library-services/services-for-researchers/impact#benchmarking-tools