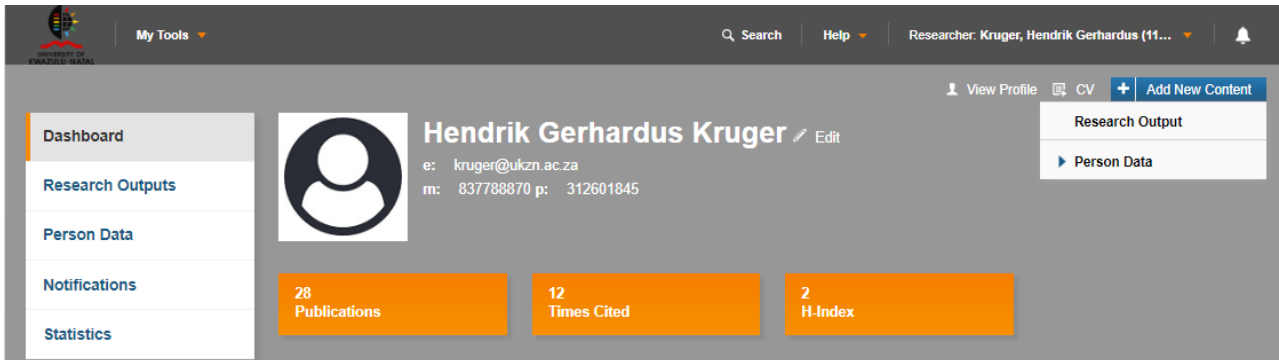


## BOOK RELATED PUBLICATION TYPES

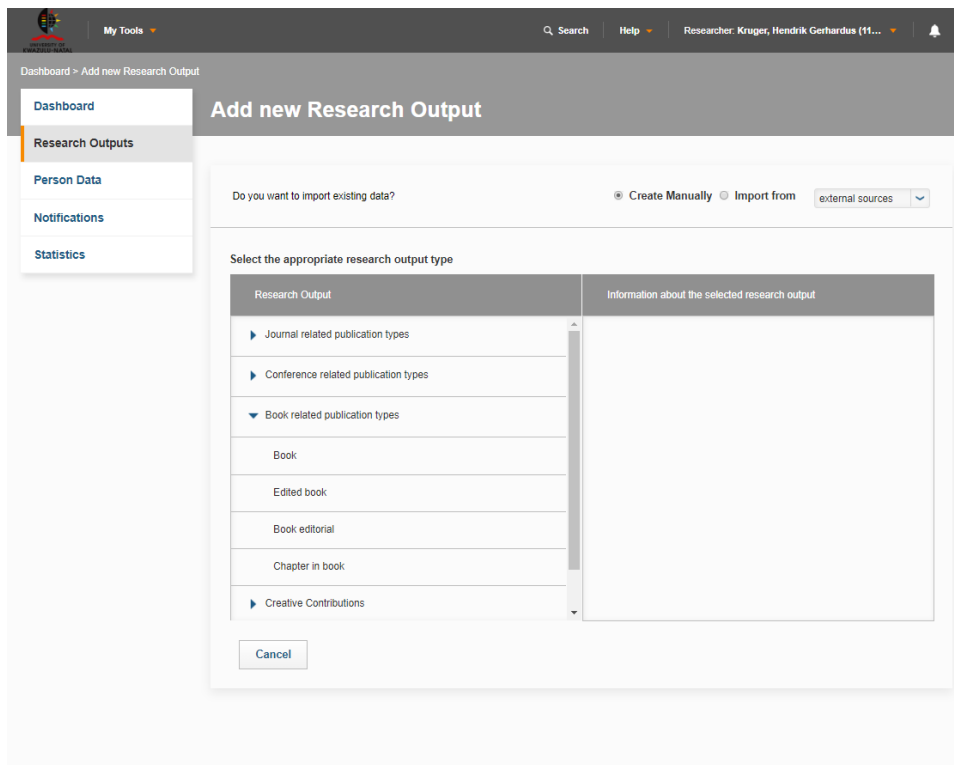
### Adding New Research Output (Edited Book)

- Click Add New Content
- Select Research Output



The screenshot shows a user profile for Hendrik Gerhardus Kruger. The profile includes contact information (email: kruger@ukzn.ac.za, mobile: 837788870, phone: 312601845) and statistics: 28 Publications, 12 Times Cited, and 2 H-Index. A navigation menu on the left includes Dashboard, Research Outputs, Person Data, Notifications, and Statistics. A top navigation bar contains My Tools, Search, Help, and a dropdown for the researcher's name. A right-hand menu shows options for View Profile, CV, Add New Content, Research Output, and Person Data.

- Do you want to import existing data?
  - Select Create Manually or Import from
- Select the appropriate research output type
  - Select Book Related Publication Types
  - Select Edited Book



The screenshot shows the 'Add new Research Output' form. It has a header with 'Add new Research Output' and a breadcrumb 'Dashboard > Add new Research Output'. Below the header, there are radio buttons for 'Create Manually' (selected) and 'Import from', followed by a dropdown menu for 'external sources'. The main section is titled 'Select the appropriate research output type' and contains a list of options: 'Journal related publication types', 'Conference related publication types', 'Book related publication types' (expanded to show 'Book', 'Edited book', 'Book editorial', and 'Chapter in book'), and 'Creative Contributions'. A 'Cancel' button is at the bottom left.

## Research Output Details\*

### Key Details\*

- Output Type\*
  - Edited Book
- Title\*
  - Enter the title of the Edited Book

**Research Output Details \***



**Key Details \***

Output type \*

Edited book
▼

Title \*

### Editors

- Editor List
- Click  to add the Editor
- Type the Editor's First Name or Last Name and click 

#### Editors


Please list all editors as they appear on this publication and relate these from your institution separately below.


##### Editor list

Chantal Ebrahim



Search results for Chantal Ebrahim


Ebrahim, Chantal (642474) - Information & Comm Services (Active)

- Click  and select the first letter of the Editor's Name or Surname

## Editors







Please list all editors as they appear on this publication and relate these from your institution separately below.

### Editor list



A Á Â B C D **E** F G H I J K L M  
N O Ó P Q R S T U Ü V W X Y Z  
0 1 2 3 4 5 6 7 8 9 All

Search results for E 1 of 18


	Eales, Kathy (54708) - College Admin Office:Aes (Active)
	Eardley, Connal Desmon (23889) - Pool Posts (Active)
	Eashwari, Rammonhan Rajeev (203514571) - School Of Nurs & Public Health (Active)
	Easthorpe, Juanita Anne (201502508) - School Of Law (Active)
	Easthorpe, Juanita Anne (45514) - School Of Law (Active)
	Ebenezer, Oluwakemi Omokorede (218075890) - School Of Chemistry & Physics (Active)

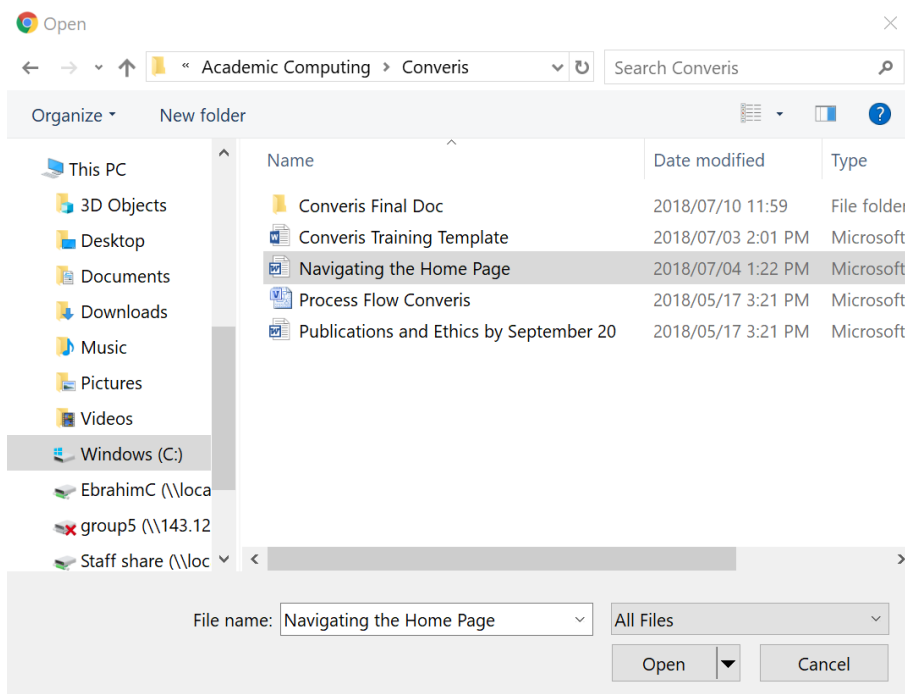
- Click on  next to the Editor's name to add them to the Editor's List

## Book Related Information\*


- Add Edition name or number
- Add the publisher
- Add the place
- Add the publication year\*
- Add the title of the series
- Add number of series (if applicable)
- Add volume number (if applicable)
- Number of pages
- Add the ISBN
- Add the eISBN

## Fulltext of the Publication

- Fulltext of the publication can be added below, this version will be made public
- Click  to browse for the document on your PC
- Once you have located the document you want to upload, select the document and Click Open.



## Embargo

- Select the embargo status from the drop down arrow after you have uploaded the document
- Click on the calendar icon to select a date
- Click  to remove the relation, the item itself will not be deleted

Upload all full-text versions of the publication, or at least the version that can be made public.

	Name	Type	Size	Description	Embargo status	Embargo date	
	Navigating the Home Page.doc	doc	363 KB		Select embargo status 	 	
					Select embargo status Open Access - direct download Request full text Download if Campus IP - otherwise request fulltext Download if Library IP - otherwise request fulltext Closed access - no full text		

## Additional Information

- Publishing Status
  - Select the publication Status
    - In Progress
    - Submitted
    - Accepted
    - In Press
    - Published

Select publication status 

Select publication status

In progress

Submitted

Accepted

In press

Published

## Peer Reviewed

- Select Yes, No or Unknown

- **DOI**
  - This is optional for DHET, it is a persistent link to the publisher's version of the publication
- **Lookup DOI**
  - The following fields must be filled in:
    - Title
    - Year
    - Last name of the first author
    - ISBN if book
    - Journal title or ISSN if Journal
- **URL**
  - Optional
- **Comments**

#### DOI

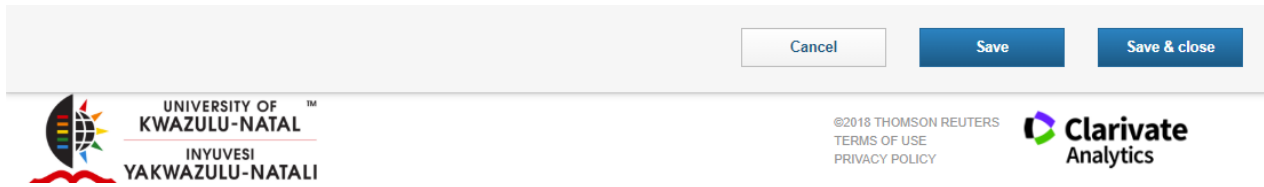
The DOI is a persistent link to the publishers version of the publication. For the lookup you need to ensure that the following fields have been filled in: Title / Year / Last name of the first author, and ISBN if Book / Journal title or ISSN if Journal.

Lookup DOI [Show](#)

#### URL (if applicable)

#### Comments

Click Cancel, Save or Save & Close



- Cancel
  - Cancels all changes, redirects you to all research outputs
  - Click Edit to continue editing your research output
- Save
  - Saves all changed
- Save & Close
  - Redirects you to Set Status

### **Set Status**

- Enter a comment about the status change (Optional)
- Draft
  - Allows you to continue working on the record at a later stage
- Initial Review by Research Office
  - Sends you record to the Research Office for Initial review
- Click Done

### Set status

Enter a comment about the status change (optional).

#### Draft

Choose this status if you wish to continue working on this record at a later stage.

#### Initial review by Research Office

Send to Research Office for initial review.

Cancel

Done