IMPORTING DATA FROM EXTERNAL SOURCES

- Click Add New Content
- Select Research Output

Do you want to import existing data?
  - Select Create Manually or Import from

Select publications for one or more of the following
  - Web of Science
  - Scopus
  - PubMed
  - ORCID

When selecting Web of Science and ORCID select search with ORCID of selected person
- To avoid searching all content select the year you wish to search
- Click Search
Select saved search (optional)

Search publications for
Please search using surname and initials you have published under e.g. Smith J. Smith J.D. To narrow down your results, add additional criteria like an institutional affiliation and/or subject matter area like “biology”. Please refer to training video located here.

- Web of Science™
- Scopus
- PubMed
- ORCID

Search with ORCID ID of selected person. Searching ORCID by name may not yield results.

Search

- Select the publications you wish to import
- Click Validate
• Click on Research Outputs to view your publications that have been imported

• Take note of the status of each publication after it has been imported