ELEMENTS @ IU

Importing Scholarly & Creative Works (Publications) in Elements

Elements does not retrieve publications from ORCID profiles. This is based on a recommendation from ORCID as they say that the data quality in most peoples' profiles is poor. Rather, Elements pulls identifiers from profiles — DOIs, PubMed IDs and the like — and then goes looking for them in other places like Crossref, PubMed and etc.

Most of the faculty users publications will be pulled into their Elements profile once all of the data harvesting is processed from the data sources such as Crossref, Web of Science, PubMed etc.

If for some reason, some of your publications are not harvested by the automatic harvesting feature, there's also an easy way to quickly import them from Google Scholar using the Import tool that Elements system offers. In Google Scholar, first export a file as RefMan. This will provide your Google Scholar works in a .ris format file. Then navigate to "*My Profile > Tools > Import Scholarly & Creative Works*" and if you drop a .bib or .ris file on the upload box and use the import wizard, it will then quickly import the publications on to your Elements profile.

For more information on the process, follow the below prompts:

Importing Records in Standard Bibliographic Format

In Elements, records can be imported from Google Scholar, Bibliographic Indexing services, and Reference Management databases in RIS or BibTeX format. These records will first be checked against existing records in Elements, and then will become manual records in your Claimed publications.

To import records:
- Have the RIS or BibTeX file containing your items stored on your computer or network in a location you can access
- Log in to Elements; on the Homepage, click on the Menu icon in the upper left corner and navigate to My Profile > Tools > Import Scholarly & Creative Works:
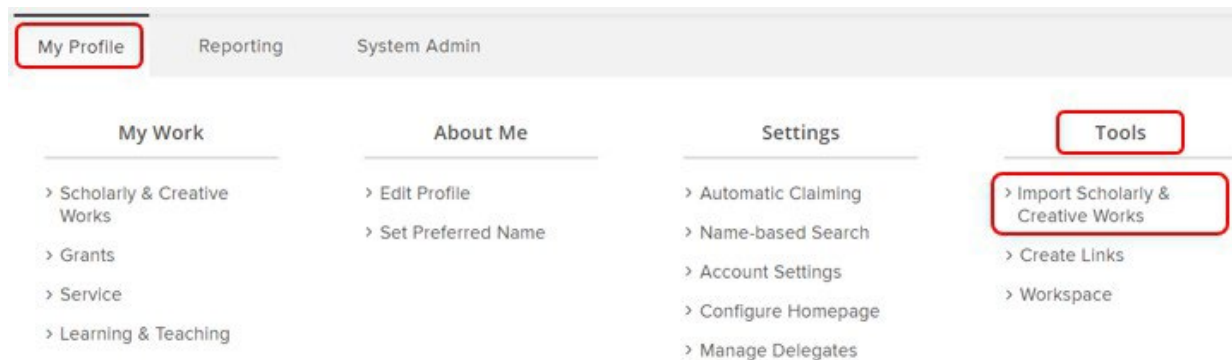
- Browse for the file you have saved and then click "Upload:"

Elements will compare the new publications with your current publications list (including any Rejected publications). The system will also search for the new publication in other users' records. It will create a list of the new publications and any matches found with existing publications. For each publication that matches an existing record, you will be given a range of options.

For records that match your existing publication, which has only online database records, you have three choices:
- Import as new: create a new record based on this data, separate to the existing record
- Overwrite existing: add a manual source to the existing publication record and make this the preferred source
- Skip: skip this record in the import file

For records that match your existing publication, which does have a manual source, you have three choices:
- Import as new: create a new record based on this data, in addition to the existing manual publication
- Overwrite existing: overwrite the existing manual record with the new data
- Skip: skip this record in the import file

Import

Upload

citations.ris 🗑

UPLOAD

Records to import

We found a total of 2 records that can be imported. By default, we will do the following:

- 2 records will be used to add links to existing scholarly & creative works

2 Scholarly & creative works with editable manual records   Default action: Just add link ∨

CLEAR   IMPORT

Note: After importing, you'll receive a confirmation prompt of the # of records that were imported.