

Creating a Google Scholar Account and using BibTeX to import to Faculty180 - 1

PART 1: Creating a Google Scholar Account

Credit: <http://blog.impactstory.org/impact-challenge-day-3-google-scholar/> (accessed 10/7/2016)

Step 1: Create your basic profile

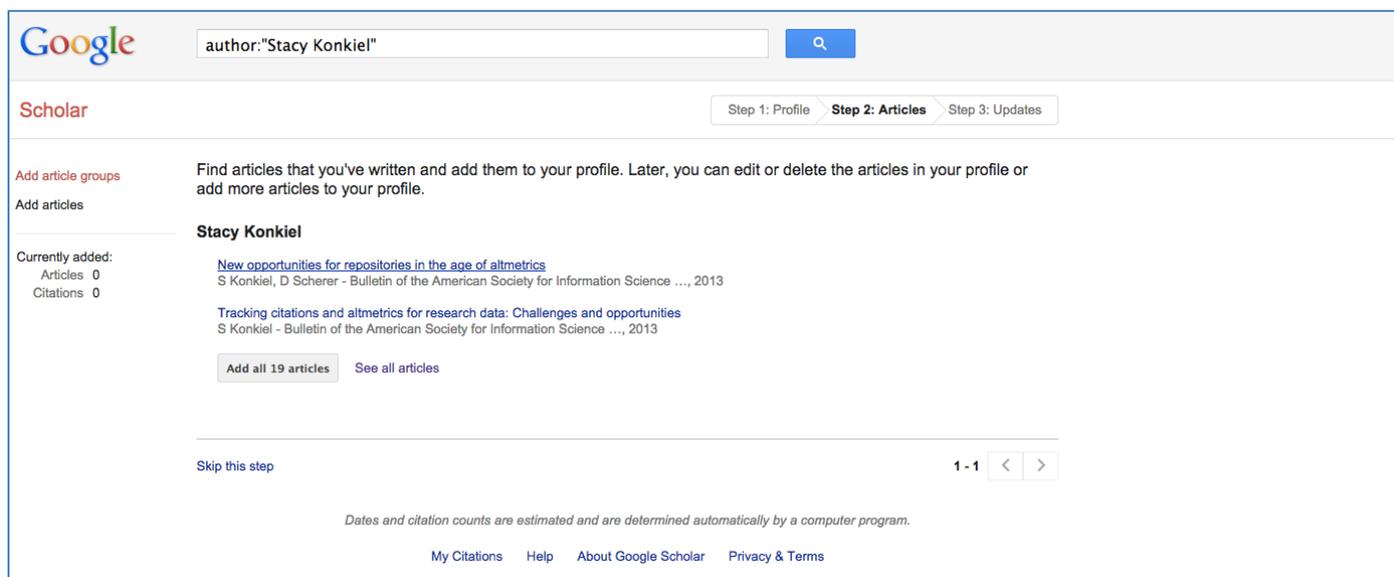
Log on to scholar.google.com and click the “My Citations” link at the top of the page to get your account setup started.

On the first screen, add your affiliation information and university email address, so Google Scholar can confirm your account. Add keywords that are relevant to your research interests, so others can find you when browsing a subject area. Provide a link to your university homepage, if you have one.

Click “Next Step” and—that’s it! Your basic profile is done. Now, let’s add some publications to it.

Step 2: Add publications

Google has likely already been indexing your work for some time now as part of their mission as a scholarly search engine. So, this step is pretty easy, compared to what it takes to get your work on to Academia.edu or ResearchGate.



The screenshot shows the Google Scholar interface during the 'Add articles' step. At the top, there is a search bar with the text 'author:"Stacy Konkiel"' and a search button. Below the search bar, the 'Scholar' logo is visible, and a progress indicator shows 'Step 1: Profile', 'Step 2: Articles' (the current step), and 'Step 3: Updates'. The main content area is titled 'Add article groups' and 'Add articles'. It features a section for 'Stacy Konkiel' with a 'Currently added:' summary showing 0 articles and 0 citations. Below this, there are two article suggestions with titles and authors: 'New opportunities for repositories in the age of altmetrics' by S Konkiel, D Scherer (2013) and 'Tracking citations and altmetrics for research data: Challenges and opportunities' by S Konkiel (2013). At the bottom of the article list, there are buttons for 'Add all 19 articles' and 'See all articles'. A 'Skip this step' link is located at the bottom left of the article list. At the bottom right, there is a pagination indicator '1 - 1' with left and right arrow buttons. At the very bottom, there is a disclaimer: 'Dates and citation counts are estimated and are determined automatically by a computer program.' and a footer with links for 'My Citations', 'Help', 'About Google Scholar', and 'Privacy & Terms'.

Google Scholar will provide you with a list of publications they think belong to you. You’ll need to read through the list of publications that it suggests as yours and select which ones you want to add to your profile.

Beware—if you have a common name, it’s likely there are some publications in this list that don’t belong to you. And there’s also possibly content that you don’t want on your profile because it’s not a scholarly article, or is not representative of your current research path, and so on.

Read through the publications list and deselect any that you do not want to add to your profile, and then click the grey “Add” button at the top of your profile.

Creating a Google Scholar Account and using BibTeX to import to Faculty180 - 2

The screenshot shows the Google Scholar interface for adding articles to a profile. The search bar contains "author:Stacy Konkiel". The page is in "Step 2: Articles" of a three-step process. On the left, there is a section titled "Deselect any publications you don't want added to your profile" with a red arrow pointing to the right. The main area displays a list of articles with checkboxes for selection. The articles listed are:

- New opportunities for repositories in the age of altmetrics**
S Konkiel, D Scherer - Bulletin of the American Society for Information Science ..., 2013
- Tracking citations and altmetrics for research data: Challenges and opportunities**
S Konkiel - Bulletin of the American Society for Information Science ..., 2013
- Altmetrics: A 21st-Century Solution to Determining Research Quality**
S KONKIEL - Online searcher, 2013
- SEAD Virtual Archive: Building a Federation of Institutional Repositories for Long-Term Data Preservation in Sustainability Science**
B Plale, RH McDonald, K Chandrasekar, I Kouper... - International Journal of Digital Curation, 2013
- Altmetrics: An App Review**
S Konkiel - 2012
- Robust Altmetrics as a Framework for Measuring Item Usage and Researcher Impact in Institutional Repositories**
S Konkiel - 2012
- New Social Science Research Commons Launches at IU Bloomington**
S Konkiel - InULA Notes: Indiana University Librarians Association, 2013
- Collaborate, Automate, Prepare, Prioritize: Creating Metadata for Legacy Research Data**
I Kouper, SR Konkiel, JA Liss, JL Hardesty

Next, confirm you want Google to automatically add new publications to your profile in the future. Note that this might add publications you didn't author to your profile if you've got a very common name, but can be worth it for the time it saves you approving new articles every month.

Your profile is now almost complete! Two more steps: add a photo by clicking the "Change Photo" link on your profile homepage, and set your private profile to "Public."

Step 3: Make your profile public

Your profile is private if you've just created it. If you wish, change your profile visibility by clicking "Edit" next to "My profile is private" and then selecting "My profile is public" in the drop-down box. *You need not take this step in order to download your references for import to Faculty180!*

Part 2: Downloading your references from Google Scholar for import to Faculty180

Step 1: Go to scholar.google.com and click on **My Citations** at the top of the search page.

Step 2: In the table listing your citations, select the first check-box on the left-hand side. This will select all of your publications.

- If you do not wish to upload a given citation, then simply un-check the box next to it.

Step 3: Click *Export*

Creating a Google Scholar Account and using BibTeX to import to Faculty180 - 3

David A. Weaver
Boise State University
Framing, Political Communication
Verified email at boisestate.edu
My profile is public

Change photo

[-] Title Merge Delete Export Cited by Year

<input checked="" type="checkbox"/>	Searching for a frame news media tell the story of technological progress, risk, and regulation DA Weaver, E Lively, B Bimber Science Communication 31 (2), 139-166	74	2009
<input checked="" type="checkbox"/>	Finding news stories: a comparison of searches using LexisNexis and Google News DA Weaver, B Bimber Journalism & Mass Communication Quarterly 85 (3), 515-530	68	2008
<input checked="" type="checkbox"/>	Revisiting the protest paradigm: The Tea Party as filtered through prime-time cable news DA Weaver, JM Scacco The International Journal of Press/Politics, 1940161212462872	39	2012
<input type="checkbox"/>	Of Tea and Wall Street: Mix-and-Match Protest Framing in the New Media Environment D Weaver, J Scacco APSA 2012 Annual Meeting Paper		2012

1

2

Export
BibTeX
EndNote
RefMan
CSV

Step 4:

- Save BibTeX records to a text file *or*
- Copy BibTeX record text to your clipboard

```
@article{weaver2009searching,  
  title={Searching for a frame news media tell the story of technological progress, risk, and regulation},  
  author={Weaver, David A and Lively, Erica and Bimber, Bruce},  
  journal={Science Communication},  
  volume={31},  
  number={2},  
  pages={139--166},  
  year={2009},  
  publisher={Sage Publications}  
}  
  
@article{weaver2008finding,  
  title={Finding news stories: a comparison of searches using LexisNexis and Google News},  
  author={Weaver, David A and Bimber, Bruce},  
  journal={Journalism & Mass Communication Quarterly},  
  volume={85},  
  number={3},  
  pages={515--530},  
  year={2008},  
  publisher={SAGE Publications}  
}  
  
@article{weaver2012revisiting,  
  title={Revisiting the protest paradigm: The Tea Party as filtered through prime-time cable news},  
  author={Weaver, David A and Scacco, Joshua M},  
  journal={The International Journal of Press/Politics},  
  pages={1940161212462872},  
  year={2012},  
  publisher={Sage Publications}  
}
```

Creating a Google Scholar Account and using BibTeX to import to Faculty180 - 4

Part 3: Upload BibTeX records to Faculty180

Step 1: Log in to Faculty180

Step 2: Go to Faculty tab → Activities section → Scholarly and Creative Contributions; click

Add

Step 3: On the right, in the *Import* box, select “Generic (RIS / BibTeX)”;

Continue

Step 4: Select “BibTeX” for *Citation Format* and “Copied Text” if you’ve copied the references (“File” if you have a text file saved).

- Text should be pasted into the *Text* box or
- Saved file should be uploaded

- Select *Save*

The screenshot shows a web interface for importing citations. It is divided into two main sections: '1 Citation Format' and '2 Citation Data'. In the 'Citation Format' section, there is a 'Format*' dropdown menu currently set to 'BibTeX'. In the 'Citation Data' section, there are two radio buttons: 'File' and 'Copied Text', with 'Copied Text' selected. Below these is a large text area labeled 'Text*' containing BibTeX code for an article. At the bottom of the form are 'Save' and 'Cancel' buttons.

Step 5: Select the references you wish to upload and hit *Import Selected*

The screenshot shows a table of imported citations. A red box highlights the 'Select / Unselect' column on the left, where three checkboxes are checked. Below the table is an 'Import Selected' button.

Type	Title	Journal	Year Published
Journal Publication	Searching for a frame news media tell the story of technological progress, risk, and regulation	Science Communication	2009
Journal Publication	Finding news stories: a comparison of searches using LexisNexis and Google News	Journalism & Mass Communication Quarterly	2008
Journal Publication	Revisiting the protest paradigm: The Tea Party as filtered through prime-time cable news	The International Journal of Press/Politics	2012

Creating a Google Scholar Account and using BibTeX to import to Faculty180 - 5

Step 6: The system may prompt you to review potential duplicates and/or update a similar record already in your database. You may choose to add potential duplicates – or not.

Step 7: If there are duplicates, it will tell you what those are. You can then decide what to do with those records.

- You must make a decision about each duplicate in order to complete the import process.
- Hit *Save and Go Back* to return to the Dashboard.

Total Activities	Imported Activities	Duplicate Activities	Exact Duplicate Activities
3	1	2	0

Imported Activity	Existing Activity	% Match	View
Weaver, D. A., Lively, E., & Bimber, B. (2009). Searching for a frame news media tell the story of technological progress, risk, and regulation. <i>Science Communication</i> , 31(2), 139-166.	Weaver, D. A., Lively, E., & Bimber, B. (2009). Searching for a Frame: News Media Tell the Story of Technological Progress, Risk, and Regulation. <i>Science Communication</i> , 31(2), 139-166.	97.61%	
Weaver, D. A., & Bimber, B. (2008). Finding news stories: a comparison of searches using LexisNexis and Google News. <i>Journalism & Mass Communication Quarterly</i> , 85(3), 515-530.	Weaver, D. A., & Bimber, B. (2008). Finding News Stories: A comparison of searches using Lexis-Nexis and Google News. <i>Journalism and Mass Communication Quarterly</i> , 85(3), 515-530.	97.3%	

* Highlighted text marks differences between records

Save Save and Go Back Cancel

Actions
Select
Import As New
Replace Existing
Discard Imported

Tip: It is always a good idea to review the full list of contributions after import, especially if there is any potential for a mixture of pre-and post-publication versions of your manuscript/work to appear in Google Scholar or other database.