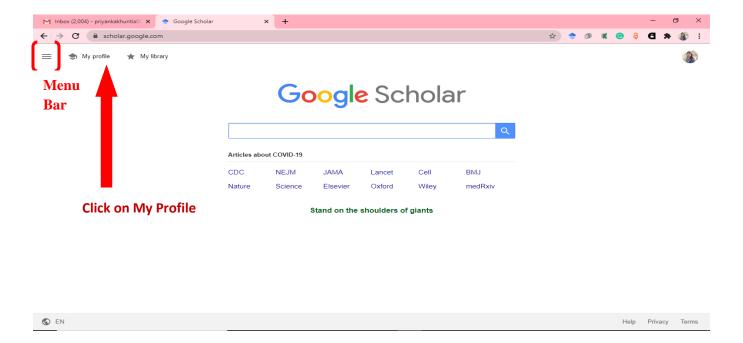
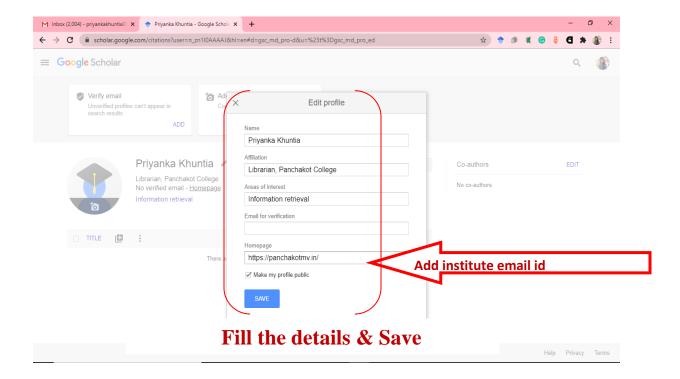
## EASY STEPS TO CREATE GOOGLE SCHOLAR ID

## **Setting up your profile**

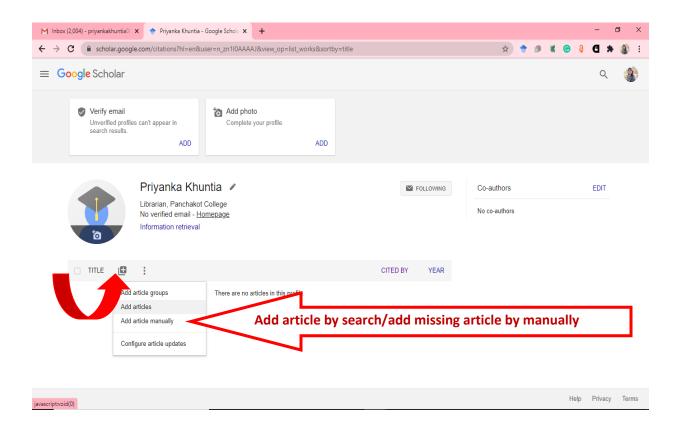
- > Sign to your Gmail account, or create one if you don't have one.
- Access <a href="https://scholar.google.com/">https://scholar.google.com/</a>
  To create your Google scholar id click on <a href="My profile">My profile</a> link and enter your name, affiliation, Areas of interest, Email for verification (only institutional email id) and Homepage (link your Institute faculty directory page). Click the save button.
- After that, click on "Add article" you will see a list of articles. Add the articles that are yours. If your article is not listed, you can add your article by clicking "Add article manually".
- ➤ Once you're done with adding articles, it will ask you what to do when the article data changes in Google Scholar. You can either have the updates applied to your profile automatically or you can choose to review them beforehand.
- Finally, you will see your profile. Once you are satisfied with the results, make your profile public by editing your profile page.

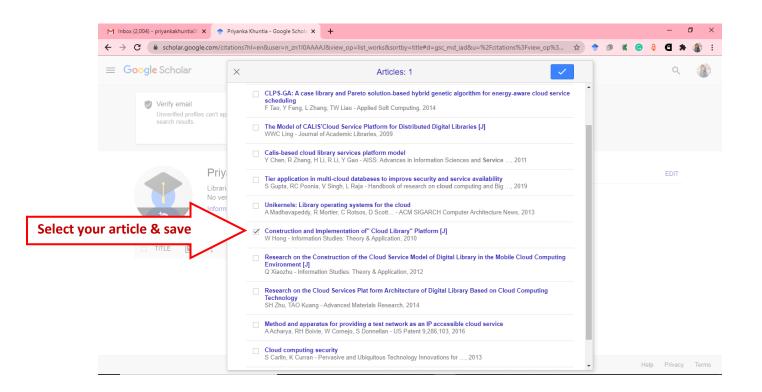




#### Add Article/s/ missing article/s / Merge articles/ Delete Article/s:

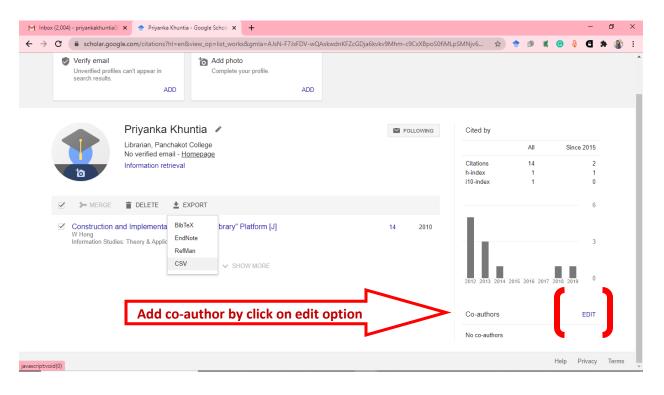
- ➤ Select the "Add" option from the Actions menu. Search for your articles using titles, keywords, or your name. To add one article at a time, click "Search articles" and then "Add article" next to the article you wish to add. Your citation metrics will update immediately to account for the articles you added.
- ➤ If your search doesn't find the right article, click "Add article manually". Then, type in the title, the authors, etc.
- > Select the articles you would like to remove. Then, choose the "Delete" option from the Actions menu.
- ➤ If your profile shows the same article twice, then select both versions of the article. Choose the "Merge" option from the Actions menu. Your citation counts and citation metrics will automatically update to count the versions you've merged as a single article.

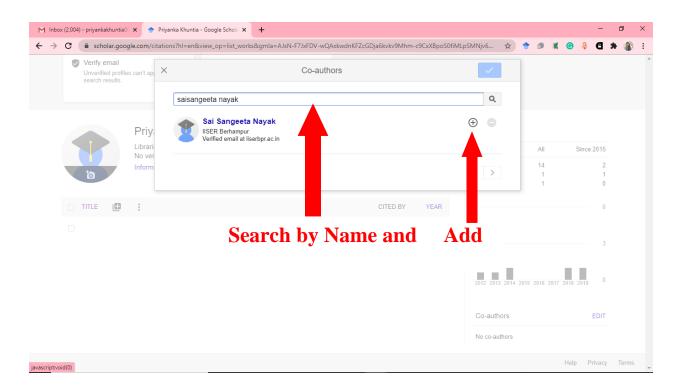




# **Add Co-author:**

Add Co-author, search the name of the co- author and add them to your co- author list.

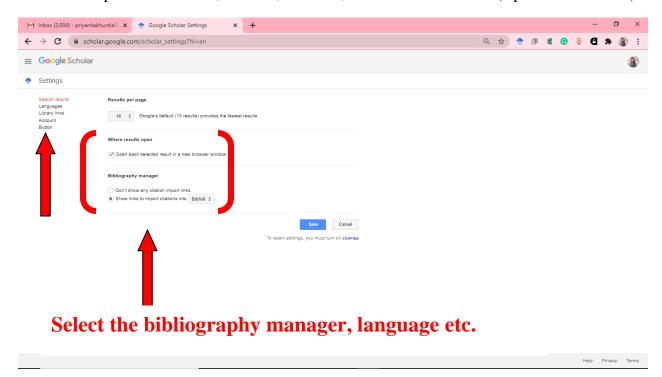




## **Citation Export:**

Visit the <u>settings page</u> and select your preferred citation format in the "Bibliography Manager" section. Google scholar currently supports RefWorks, RefMan, EndNote, and BibTeX.

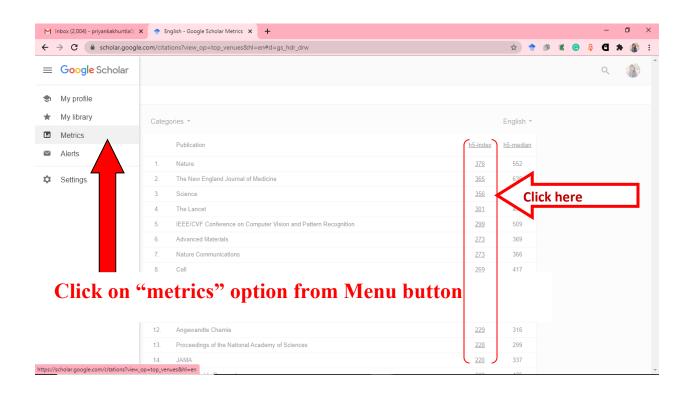
If you want to export bibliographical details of your article, then select group article/ single article and import to RefWorks, RefMan, EndNote, and BibTeX /CSV file (Open in Excel sheet).

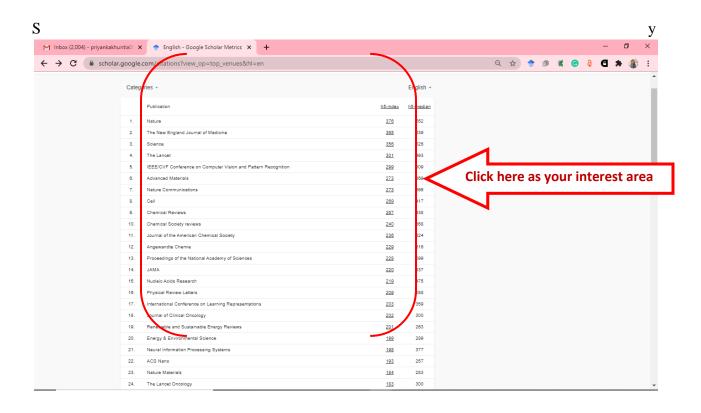


### **Google scholar metrics:**

Click on "Metrics" option you can browse the <u>top 100 publications in several languages</u>, ordered by their five-year h-index and h-median metrics. To see which articles in a publication were cited the most and who cited them, click on its h-index number to view the articles as well as the citations underlying the metrics.

You can also explore publications in research areas of your interest. Select one of the areas in the left column. For example: <a href="Engineering & Computer Science">Engineering & Computer Science</a> or <a href="Health & Medical Sciences">Health & Medical Sciences</a>. Then click on the "Subcategories" link and then select one of the options. For example: <a href="Databases & Information Systems">Databases & Information Systems</a> or <a href="Development Economics">Development Economics</a>.





#### **Search Tips**

#### Finding recent papers

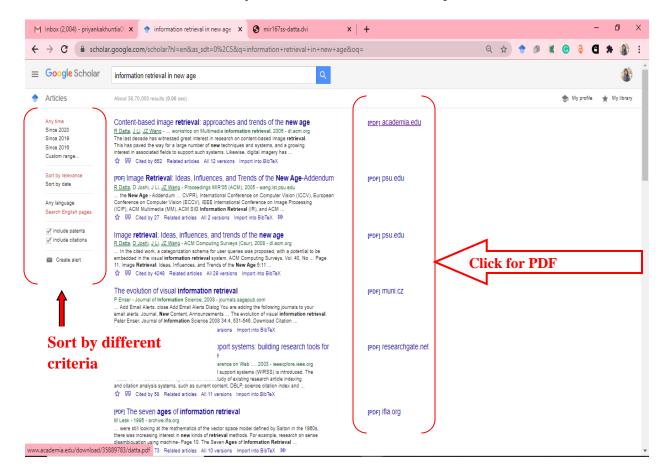
Your search results are normally sorted by relevance, not by date. To find newer articles, try the following options in the left sidebar:

- 1. click "Since Year" to show only recently published papers, sorted by relevance;
- 2. click "Sort by date" to show just the new additions, sorted by date;
- 3. click the envelope icon to have new results periodically delivered by email.

## Locating the full text of an article

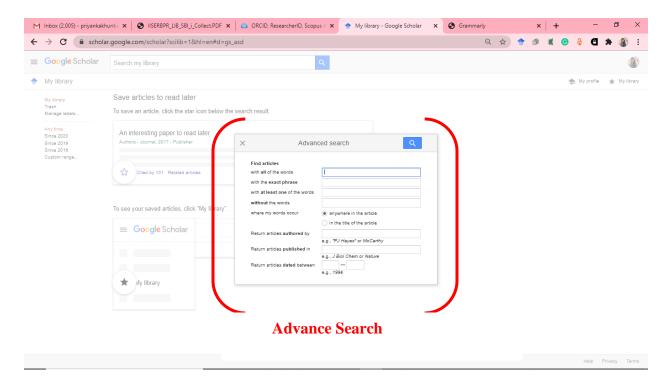
Abstracts are freely available for most of the articles. Alas, reading the entire article may require a subscription. Here're a few things to try:

- 1. click a link labeled [PDF] to the right of the search result;
- 2. click "All versions" under the search result and check out the alternative sources;
- 3. click "Related articles" or "Cited by" under the search result to explore similar articles.



### **Advance Search:**

Click on the arrow to the right of the search box. It'll bring up the advanced search window that lets you search in the author, title, and publication fields, as well as limit your search results by date.



### **Email Alert:**

If you want to get Gmail notification, click on to "Alert" button to create alerts. You can create alert by name of Author/ Keywords. Then periodically you will get newly published papers that match your search criteria.

