



Using InCites to Analyze your data and metrics

Step 1

Go to Web of Science from <u>Flinders Library databases</u> and search for yourself. If the publications assigned to your name/ ResearcherID are accurate then proceed to "Stage 2: Find your publications"

If the publications are not accurate there are two options:

1. If you have not yet set up a Researcher ID or ORCID account and added all your publications to your profile, please do this first. Then go back into Web of Science and claim your records.

NOTE: InCites/ Publons is updated monthly and its content can be 2 months behind Web of Science.

2. If it is time critical, you will need to create a Custom Author Dataset in Web of Science and import into InCites.

NOTE: This dataset is a static set of data. For more streamlined up to date metrics it is best to set up a Researcher ID or ORCID account and claim your records in WOS

Step 2: Find your Publications

- 1. Access the InCites database from <u>Flinders Library Databases</u>
- 2. Sign into InCites using your personal InCites/ Web of Science login. You can use your Flinders email address **BUT** not your FAN or FAN Password
- 3. Go to Analyze Researchers

Web of Science InCites Journal Citation Reports Essential Science	e Indicators EndNote Publons		
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	Dig into the data.	Gather your insights to present and share.	Keep tabs on multiple research questions and
	Start from scratch, revisit recent analyses, or pick a popular use case to launch a starter analysis.	Create a custom report or revisit saved reports. Or, start with an overview report with analyses you can adjust as needed.	Organize your analyses, visuals, and reports into folders and dashboards that you can revisit.
	Start an analysis	Explore reports	Organize your projects

4. The drop-down box **Person ID Type Group** will allow you to decide how you would like to search.

InCites	
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5. The **Unique ID** will allow you to search using your ORCiD.

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6. Change the Publication Date to **ALL years** to ensure all your articles are displayed

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Step 3: Analyse your InCites Researcher Baseline Profile

<u>This Guide</u> (4 pages) explains the most commonly used metrics. A more in-depth guide on all the Incites metrics can be found in the <u>Indicators Handbook</u>.

Choose your layer/s of metrics to start analysing your **performance metrics for your overall profile.**

Please note that InCites only analyses publication from 1980 onwards.

- 1. Select the **publication date** you would like Analysed.
- 2. Select Include ESCI documents (Emerging Sources Citation Index)



3. Click on the **Indicators and Baselines** options to add performance metrics of interest to you



You can view your over profile as a table

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Step 4: Analyze your Publications

<u>This Guide</u> (4 pages) explains the most commonly used metrics. A more in-depth guide on all the Incites metrics can be found in the <u>Indicators Handbook</u>.

Article Level Metrics

If you would like to view **performance metrics for each paper** you've authored:

Choose your layer/s of metrics to start analysing your publications:

- 1. Select the **publication date** you would like analyzed.
- 2. Select Include ESCI documents (Emerging Sources Citation Index)

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3. Click on the **Indicators and Baselines** options to add performance metrics of interest to you

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4. Click on the **Web of Science Documents** count in the table. This will open an overlay that shows a list of all your documents and the metrics calculated for each document in the list.

1 researchers (1,109 documents)		Find in table Sorted by Times Cited Add indicato				
Person Name	% Documents … Cited	Rank …	Web of Science … Documents	Times ¢	Category Normalized Citation Impact	Web of Science … ResearcherID
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If you would like to view and download publications grouped in a certain indicator such as the papers in the top 10% or highly cited papers. Click on that indicator

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To export the table click Download Table

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Article Title	Authors	Source	Research Area	Document Type	Volume	Issue	Pages	Publication Date	Times Cited ‡	Jo Exq Cit
					140	3	509-516	2005	2,322	7

InCites Indicators:

While the h-index is one of the options available, InCites provides additional metrics for a more varied perspective into your impact and performance, including these listed below:

• % Documents in Top 1%

The percentage of your papers that have been cited enough times to place them in the top 1% (when compared to papers in the same category, year, and of the same document type).

• % Documents in Top 10%

The percentage of your papers that have been cited enough times to place them in the top 10%. Again, this is normalized for category, year, and document type.

• Category Normalized Citation Impact

CNCI is an indicator of impact normalized for subject focus, age, and document type. A CNCI value of 1 represents performance at par with world average, any value above 1 is considered above average, and any value below 1 is considered below average. A CNCI value of two is considered twice the world average.

• % Industry Collaborations

What percentage of your papers have been produced with co-authors from industry?

• % International Collaborations

What percentage of your papers have been produced with international co-authors?

Benchmarking in FOR (Field of Research) codes and/or ESI (Essential Science Indicator) categories

NOTE: The FOR Codes apply to the Journal and not to your individual publications

- 1. In <u>InCites</u>, go to **Analyze** from the menu at the top of screen
- 2. Choose Analyze by Research Areas

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Funding agencies	Analyze Dig into the data. Start from scratch, revisit recent analyses, or pick a popular use case to launch a starter analysis.	Report Gather your insights to present and share. Create a custom report or revisit saved reports. Or, start with an overview report with analyses you can adjust as needed.	Organize Keep tabs on multiple research questions and trends. Organize your analyses, visuals, and reports into folders and dashboards that you can revisit.
	Start an analysis	Explore reports	Organize your projects
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 Go to the Research Area filter - Choose the schema you would like to use to categorise your work. The most commonly used schema by Flinders researchers are Web of Science, Australian FOR Level 1 (2 digit level) and Australian FOR Level 2 (4 digit level). Click on Update Results

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4. Choose the time period you would like analyzed

- 5. In the Person Name or ID filter, it is best to choose Unique ID.
- 6. From the dropdown select Web of Science ResearcherID or ORCID.

		1
Person ID Type Group		
🔿 Name		
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7. Click on **Update Results**

8. Click on the **Indicators and Baselines** options on the LH side to add performance metrics of interest to you.



In the data table you will be able to view and analyze performance metrics for all your publications grouped in the schema of choice.

Working with the Data Table (1 page) outlines and explains the main interface of InCites

Example: selecting number and % of documents in Q1 journals (in the productivity category)



9. To export the data, click the download button

Find in table 🔹 Sorted by Times Cited 👻 🛨 Add indicator						
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1,109	38,148	2.01	E-2813-2013			
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More Help

Web of Science Group Training Portal

Contact Us

For further support or questions, please place a 'Library Research query' via Service One