Citation Guide for the Faculty Information Form

The guidelines below explain how to retrieve the data requested for the 2019 Faculty Information Form and more specifically :

Research Productivity – it is the total number of research outputs indexed within each database therefore, only works included in these databases can be counted. This article metric aims to measure productivity rather than academic influence

Citation Counts - It measures citations for your set of outputs in scholarly publications (positive and negative citations are counted the same). Note that citation cultures vary widely between disciplines as well as publication types so direct comparisons cannot be made and different fields of research publish at different rates.

h-index* – is an author-level metric (although it can also be calculated for any aggregation of publications) calculated from the count of citations to an author's set of publications For instance, an h index of 7 means that the author has 7 papers with at least 7 citations.

Articles	Citation Counts	
1	67	
2	52	
3	40	
4	15	
5	11	
6	10	
7	7	=h-index
8	3	
9	3	
10	2	
11	1	
12	1	

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Expect the numbers of publications you've authored as well as the number of papers citing your works to differ substantially from one database to the next, (especially with Google Scholar). The main reasons for this are:

Web of Science and Scopus are largely dominated by academic journals and their non-peer-review coverage is not comprehensive.

Their journal coverage for social sciences is limited compared with STEM disciplines

Google Scholar claims to pull citations from anywhere on the scholarly web for any types of research outputs (eg: monographs, discussion papers, meeting abstracts, peer-reviewed publications etc). This said, their definition of "the scholarly web" is less rigorous than Scopus and WoS.

As a consequence, it is **important not to rely on these numbers and indicators alone, but use them together with expert judgment.** Several efforts have led to frameworks that promote the application of assessment quantitative indicators as one important aspect of a broader assessment process, namely:

The Leiden Manifesto (2015) - 10 principles which encourage the use of robust quantitative and qualitative data "with sensitivity to the aim and nature of the research that is evaluated."

The UK Metric Tide (2015) - encourages "responsible metrics," with quantitative indicators, expert judgment, and qualitative measures serving as complements to decision making.

*The h-index suffers from many caveats including a) it varies by discipline due to varying norms of publishing speed and quantity. b) it benefits more experienced scholars over early-career individuals since it doesn't take into account the longevity of a scholar's career; c) the h-index is unable to differentiate between active and inactive scientists, and is biased towards productive researchers in detriment of selective ones; d) the h-index is also relatively insensitive to highly cited papers.

Web of Science

1. Access: You can access Clarivate's Web of Science Core Collection at http://wok.mimas.ac.uk/ . Then click on the purple rectangle "Click here to access Web of Science" and select Institutional login (use your LSE username and password when prompted.

2. Retrieve your publications:

a) Search for your name using the following recommended name format (family name / initial(s)) and choose the time range you need.
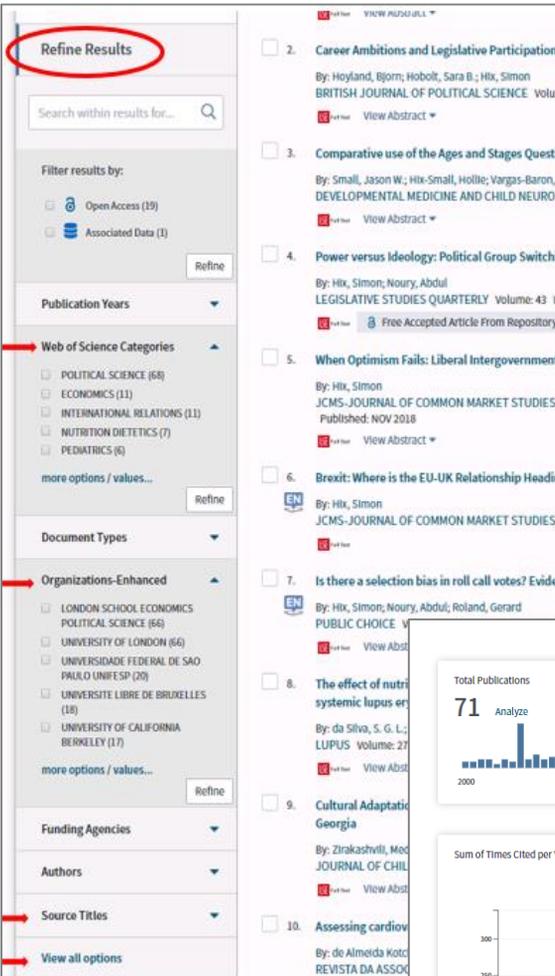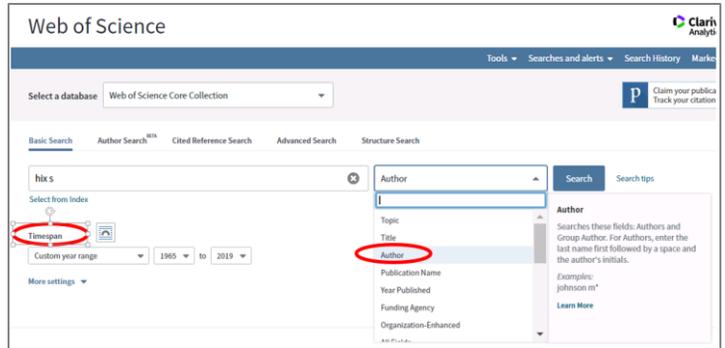
b) Using the various filters on the left hand side, refine the results according to which institutions you've been affiliated with "Organizations Enhanced", your research disciplines "Web of Science Categories" or journals in which you've published "Source titles" etc.

3. Review your citation data:

Once you've finished disambiguating the results and have retrieved all your outputs indexed by WoS, click on "Create Citation Report" on the right hand side of the screen to access an overview of your citation counts followed by details at the article level. e them in (you can also save this data in Excel).
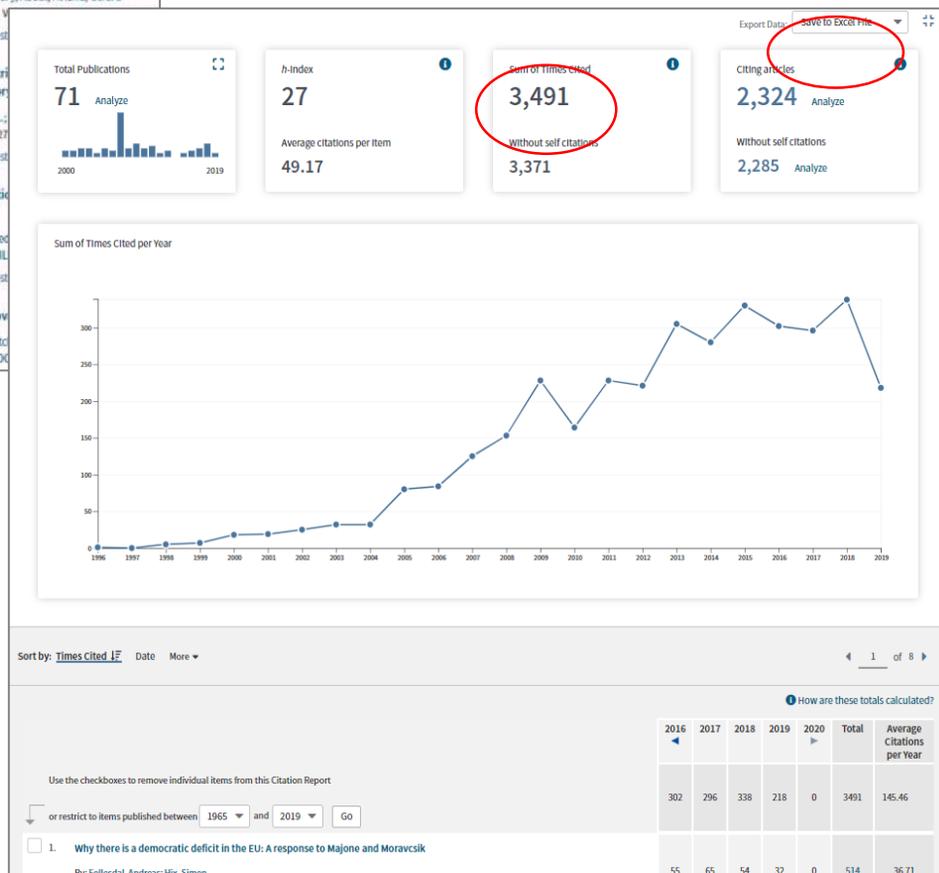
Alternatively, view this Clarivate's tutorial below to generate a citation report for an author.
To get a better understanding of which journals are indexed by Clarivate, you can also visit their journal master list.

Scopus

1. Access

You can access Scopus at www.scopus.com . Use your LSE username and password to login (top right of the homepage – Login – Other Institution login).

2. Retrieve your publications

a) Click on **Authors** to search for your own name:

Tip: If you've worked at several institutions it is best to leave the affiliation information blank

b) Click on your name in the results list to bring up the list of your publications indexed in Scopus and its calculated metrics.

If your publications are split into several profiles, tick all relevant ones and click on "View citation overview" to retrieve your citation count. Additionally, you may want to ask Scopus to "Request to merge authors" (or contact Nathalie Cornée, LSE's Research Information Analyst, who can do this on your behalf). Corrections tend to be done within 2-4 weeks.

3. Review your citation data

It is important to review your publication list (not all your outputs will be indexed by Scopus) to understand your Scopus citation performance.
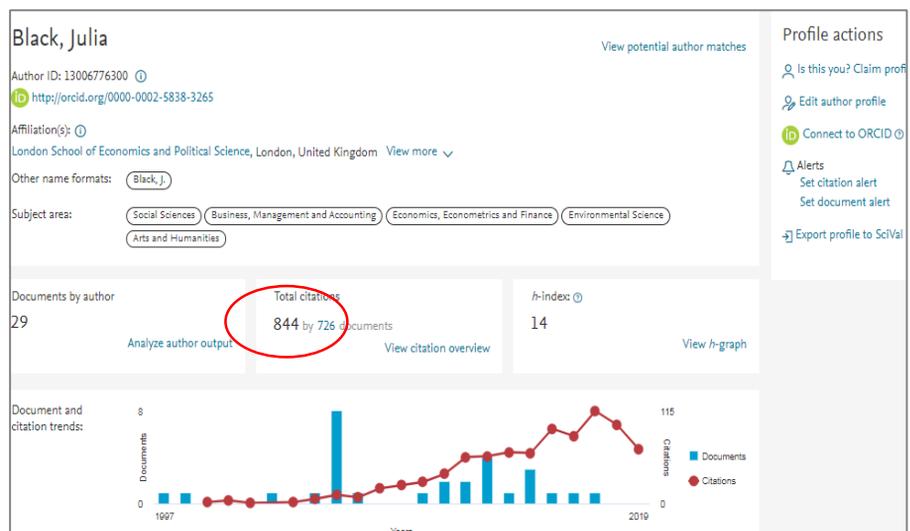
Alternatively, view this Elsevier's Scopus tutorial.
To get a better understanding of which journals are indexed by Elsevier, you can also visit their content coverage webpage.

Google Scholar

Google Scholar Citation Profile

If you're Google Scholar Citation profile is comprehensive and up-to-date, the easiest option to capture your citation counts is from the metrics calculated based on your Google Scholar Citation Profile.

No Google Scholar Citation Profile – Best to use Publish or Perish

Google Scholar is a bit more cumbersome to use if you don't have a Google Scholar Citation profile. In this event, it is better to download Publish or Perish and then retrieve your Google scholar citation counts from there.

In the form below, fill in as many details as you think is suitable (to avoid retrieving thousands of results, then click look up. Review the list of publications and untick any that aren't yours before checking the left panel with your calculated metrics.

LSE Research Online Statistics

Although LSE Research Online doesn't provide citation counts as such, you may still find it useful to review LSERO stats and check out:

- how many outputs you've deposited in the repository.

- how often they've been viewed or downloaded.

Altmetric Explorer

Altmetric Explorer (AE) allows LSE scholars to track conversations about their research beyond journals citations. This includes mentions on mainstream media, policy documents, Wikipedia as well as social networks such as Twitter etc.

If this is something you'd like to explore further, you can register here.

Health Warning

Disambiguation

Please bear in mind that citation databases cannot always reliably differentiate between researchers who share the same surname and initials, meaning that citation counts may not be accurate. (Here is an interesting blog post on the discrepancies between number of total citations on Web of Science and Google Scholar).

For this reason, we would also recommend you to:
* Sign up with ORCID to get a persistent digital identifier that will distinguish you from every other researcher.

* Create a Google Scholar Citation (GSC) profile. This way, you'll have full control on your list of publications (set up your profile so that GS emails you for approval before adding anything) & you'll be able to track down who has cited your publications.
This will also allow you to export your publication record easily to re-use on other platforms.
Note: If you'd rather not share your GSC profile, you have the option to make it private.
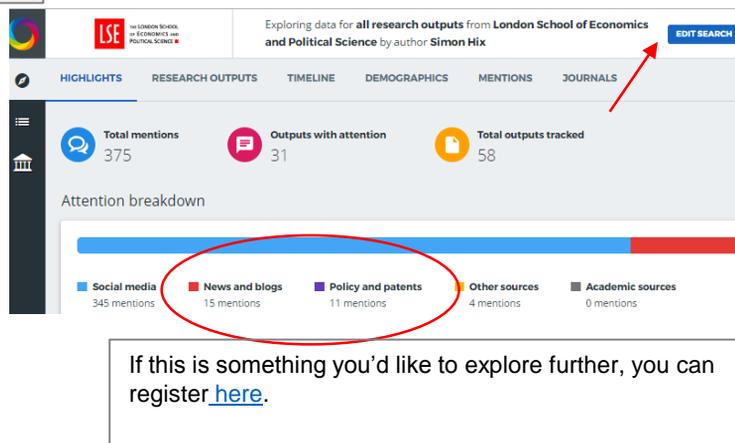
Further Help

If you'd like further information on this or would like us to generate a **bibliometric profile** for you, please contact Nathalie Cornée, Library Research Information Analyst, n.f.cornee@lse.ac.uk or your departmental Academic Support Librarian.

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