

# GOOGLE SCHOLAR

## Creating a Google Scholar account

Creating a Google Scholar account can showcase your papers and the citations that they've received. It can also make your work more discoverable as your profile will turn up in Google searches

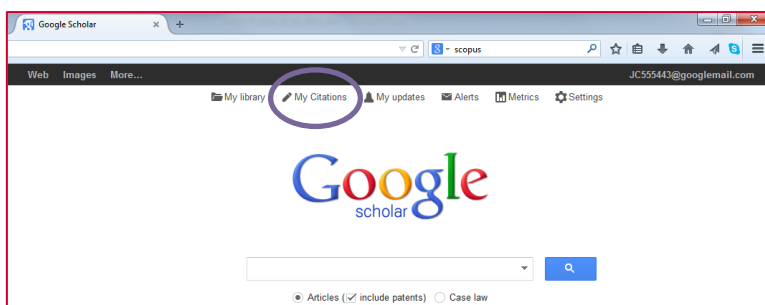
### Step 1 – Create a Google account

If you do not yet have a Google account, you can create one here:

<https://accounts.google.com/signup>. This will give you a gmail address which you can use or ignore forever as you wish. This takes about 5 min.

### Step 2 – Find your publications

Go to Google Scholar at <https://scholar.google.co.uk/>, log in to your Google account (top right of page) and click 'My Citations' which will either appear on the top line of the page or top right.



Follow the instructions to create your profile adding your name, university, subject area (you can type in a few keywords here and it is recommended that you do so), university email address (not made public but used to confirm who you say you are) and the link to your University of Reading profile page .

Google Scholar will then search for articles that it thinks are by you and ask whether you want them added to your profile. Some will be by you, others may be by academics with the same or similar names, but Google is pretty good at distinguishing subject areas.

If there are publications missing from your profile, you can search for them by choosing the 'Add' and then 'Add articles'. You can search by document title or by DOI. If you still can't find your output or it is not available online, you can use the 'Add' option and then 'Add article manually' to create a record.

You can give Google permission to automatically update the list of articles in your profile if you wish (it doesn't often get things wrong, and you can remove articles incorrectly attributed to you if it does).

Add a photo of yourself (why not use the one from your University of Reading profile page?).

### Step 3 – Make your profile PUBLIC.

Save your profile and tick the box to make the profile public. This will mean that your profile will appear in Google search results and your research will be more discoverable. Once you have activated your profile, Google Scholar gives you the option of automatically advising you of any new citations to your work (click on the 'Follow' tab)

When your profile is complete, you can browse some of your citations and see how people are using your work and check out your h-index.

An example of a completed profile



Bear in mind that Google does not always get the citation for your work correct and it may pick up works that you'd rather forget. You can choose what to display.

## Exporting your publications list from Google Scholar

If you want to export your publications from Google Scholar (for example, to add to your ORCID iD), you can create a BibTeX file (or other formats such as EndNote, RefMan and CSV).

Select the publications that you want to export by clicking in the box to the left hand side of the list (to select all, click on the box in the grey menu bar).

Choose the format that you want use and a file will be downloaded containing your publications. If a file is not downloaded, use the 'Save page as' option in your browser and save the file with a .bib file extension (for BibTeX exports). Alternatively, cut and paste the records and save in WordPad or a similar text editor with the .bib file extension.

Help: For help and advice, please contact [k.a.rowlett@reading.ac.uk](mailto:k.a.rowlett@reading.ac.uk).