

NITK Assistant Professor Faculty Recruitment February , 2019

FREQUENTLY ASKED QUESTIONS

1) How does one generate the PDF of publications from SCOPUS?

Open the www.scopus.com page.

Click on Search (top of the page)

The screenshot shows the Scopus website's search interface. At the top, there is a navigation bar with the Scopus logo and links for Search, Sources, Alerts, Lists, Help, SciVal, Register, and Login. Below this is a dark blue header with the text "Document search" and a "Compare sources" link. The main content area has tabs for Documents, Authors, Affiliations, and Advanced. The "Documents" tab is selected. There is a search input field with the placeholder text "Search" and a dropdown menu set to "Article title, Abstract, Keywords". Below the input field, there is a small example text: "E.g., 'Cognitive architectures' AND robots". There is also a "> Limit" link. At the bottom right of the search area, there are "Reset form" and "Search Q" buttons.

Under the Search dialog, choose “Author Search”

The screenshot shows the Scopus website's author search interface. At the top, there is a navigation bar with the Scopus logo and links for Search, Sources, Alerts, Lists, Help, SciVal, Register, and Login. Below this is a dark blue header with the text "Author search" and a "Compare sources" link. A warning box is present, stating: "To determine which author names should be grouped together under a single identifier number, the Scopus Author Identifier uses an algorithm that matches author names based on their affiliation, address, subject area, source title, dates of publication, citations, and co-authors. Documents with insufficient data may not be matched, this can lead to more than one entry in the results list for the same author. By default, only details pages matched to more than one document in Scopus are shown in search results. About Scopus Author Identifier". Below the warning box, there are tabs for Documents, Authors, Affiliations, and Advanced. The "Authors" tab is selected. There are three input fields: "Author last name" (with example "e.g. Smith"), "Author first name" (with example "e.g. J.L"), and "Affiliation" (with example "e.g. University of Toronto"). There is also a checkbox for "Show exact matches only" and a "Search Q" button.

Write the last name and first name of the author. Click on Search. Alternatively write the ORCID in the designated box and click on search (this isn't shown in the screenshot).

Author search Compare sources >

To determine which author names should be grouped together under a single identifier number, the Scopus Author Identifier uses an algorithm that matches author names based on their affiliation, address, subject area, source title, dates of publication, citations, and co-authors. Documents with insufficient data may not be matched, this can lead to more than one entry in the results list for the same author. By default, only details pages matched to more than one document in Scopus are shown in search results. [About Scopus Author Identifier](#)

Documents **Authors** Affiliations Advanced
Search tips ?

Author last name
Smith ×

e.g. Smith

Author first name
Jack Lynn ×

e.g. J.L.

Affiliation

e.g. University of Toronto

Show exact matches only
 Search Q

From the list of search results, identify the author of interest. Against the name, click on the number of published documents.

2 of 2 author results About Scopus Author Identifier >

Author last name "Smith" , Author first name "Jack Lynn"

[Edit](#)

The Scopus Author Identifier assigns a unique number to groups of documents written by the same author via an algorithm that matches authorship based on a certain criteria. If a document cannot be confidently matched with an author identifier, it is grouped separately. In this case, you may see more than 1 entry for the same author.

Show exact matches only

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All v
Show documents
View citation overview
Request to merge authors

	Author	Documents	Subject area	Affiliation	City	Country/Territory
<input type="checkbox"/> 1	Smith, Jack Lynn Smith, J. L. Smith, Jack L. Smith, J. Lynn	9	Engineering ; Computer Science ; Physics and Astronomy; ...	University of South Florida Tampa	Tampa	United States
	View last title v					

Refine results

Limit to Exclude

Source title ^

- Australian Computer Journal (1) >
- Computer Vision Graphics Image (1) >

The list of published documents will be shown. Select All.

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	Document title	Authors	Year	Source	Cited by
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2) Final PDF generation is not successful. Why?

Possible reasons and solution: Do not use angular brackets in any of your fields (avoid '<' and '>'). Try downloading the PDF and view in alternate PDF viewers.

3) Information is truncated in the final pdf. Why?

The size of the input text boxes are fixed in the database. Eg: For "Name" field, the application form will accept 150 characters. In case of large data, a PDF can be created with the content and uploaded separately in "Upload Photo/Documents" section under "Upload any other relevant Documents to support your candidature".

4) How to submit?

Submission is online only. However, the hard copy of the application, along with all the certificates, document proofs, and the proof of payment of the application fees have to be sent to the Institute. Please ensure that the hard copies are in the same order as the uploads order. The proof of payment of the application fee should be the last document in the application.

In case of any other queries regarding the use of the faculty recruitment portal, please contact facrecruit@nitk.edu.in