Tools for Finding & Analyzing Author Article Citations

Charlotte Edwards Maguire Medical Library
2012
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Introduction

The Challenge

Many researchers have common names or name variations that make it challenging to search effectively in the literature for their article citations. As academic and research institutions increasingly rely on bibliometrics to determine authors’ research impact, name ambiguity issues can negatively impact professional careers, funding opportunities, and promotion and tenure. Several web-based tools are being developed to aid researchers with these issues: Web of Science Researcher ID by Thomson Reuters, PubMed Author ID, and Open Researcher & Contributor ID (ORCID). For more information on how these tools may be useful, please see Appendix A.

In response to the current need for authors to be able to search effectively for their citations, the Maguire Medical Library has developed this author tools manual. We hope it helps you learn effective strategies to conduct your own citation searches and organize your research activity. The instructional tips in this manual can help you learn the following:

- How to access various author citation tools
- Effective search strategies for citation databases (Web of Knowledge, PubMed, Google Scholar)
- How to create a citation report and use the cited reference tool in Web of Knowledge
- Determining your h-index using Web of Knowledge
- Saving citations from PubMed to My NCBI
- Using EndNote Web to collect, organize, and share your citations

Information and Help

For assistance with any of the instructions in this manual or if you have any questions or issues related to library research, please contact us at (850) 644-3883 or medlibrary@med.fsu.edu.

Access this publication from our website at med.fsu.edu/library > Academic/Research > Research Support > Citation Tools http://med.fsu.edu/index.cfm?page=library.researchDatabases&tabID=695
Summary of Frequently Used Author Citation Tools

Each citation tool described below offers certain features and benefits to researchers. Web of Knowledge, PubMed, and Google Scholar can all be used to conduct author citation searches, but each tool has a particular strength for when it might best be used. EndNote Web and My NCBI can help researchers organize and use their citations, as well as share them with colleagues.

Citation Retrieval Tools

Web of Knowledge (WOK)

WOK consists of several databases that provide coverage of scholarly literature in biomedicine and other sciences, social sciences, arts, and humanities, as well as citations to conference proceedings. Additional tools in WOK include Citation Reports and Cited Reference Search. For most author citation searches, WOK may be the most comprehensive tool to use.

PubMed

This database contains over 21 million citations for biomedical literature dating back to the mid-1960s. Because it only uses full researcher names since 2002, PubMed is most helpful in providing you with the most recently indexed citations, and may also best be used to check the accuracy of author citation results in Web of Knowledge.

Google Scholar

This online citation tool may be used for author citation searches; however, it is best used for finding the full text of individual scholarly articles.

Citation Management Tools

EndNote Web

This citation management tool has both desktop and web-based versions that allow you to collect and organize references from electronic and traditional sources. With the web-based version, you can access your reference library from any computer and easily share your citations with your colleagues.

My NCBI

With this tool, you can save your PubMed citations and search strategies, and create automatic email updates. My NCBI also allows you to set up preferences for filtering and displaying your PubMed search results, including highlighting your search terms.
How to Access Author Article Citation Tools

While there are multiple ways for you to access citation tools, you should begin every citation search at the library website: http://med.fsu.edu/library.

If you are off campus, select EZProxy from the top right corner of the library’s home page.

On the EZProxy webpage, you can access detailed instructions about signing into EZProxy by clicking on Learn More.

From the top right corner of the library’s home page, select the MedResource List.

As you hover over the MedResource List button, a list of frequently-used library resources will pop up.

This list provides easy access to several citation tools, including Web of Knowledge/All Databases, PubMed, Google Scholar, and EndNote Web.

Once you have chosen a citation tool, you will be directed to that tool’s website.
Maguire Medical Library Quick Tips

Author Search: Strategy I for Web of Knowledge

Web of Knowledge (WOK) is a comprehensive citation search tool that utilizes text boxes to help you formulate your searches. One effective search strategy for finding author citations in WOK is a combination of author name and the locations where the author has conducted research.

In general, this strategy provides the most consistent search results for researchers with somewhat unique names.

When entering search terms, consistently use the same format for the Author name: last name first initial* (and middle initial if applicable). All search terms must be spelled correctly and abbreviations and punctuation should be taken into account. For the Address field, include every city where you have worked and published research.

From the library’s home page, select the MedResource List pop-up menu, then Web of Knowledge. For detailed instructions, see our How to Access Citation Tools quick tip (on page 5).

Under the All Databases tab, enter your search terms, change the drop-down menus appropriately, and select Search.

This search strategy results in 32 hits, which is a manageable number of citations to review. A review of the citations determines that 27 of the 32 hits belong to the author.
Author Search: Strategy II for Web of Knowledge

For relatively common author names, a Web of Knowledge (WOK) search strategy needs to take into account the high volume of results. In addition to the name and address fields, additional fields may need to be used, as well as limits. In the example below, Current Limits/Timespan was used to restrict the publication years, because the author has only published within a specific timeframe. You may want to try other limits that are applicable to your research.

From the library’s home page, select the MedResource List pop-up menu, then Web of Knowledge. For detailed instructions, see our How to Access Citation Tools quick tip (on page 5).

Under the All Databases tab, enter your search terms, change the drop-down menus appropriately, and select Search.

This search strategy results in 25 hits. A review of the citations determines that 22 of the 25 belong to the author.
Maguire Medical Library Quick Tips

Author Search: Strategy III for Web of Knowledge

For authors who consistently work with the same individuals, a Web of Knowledge (WOK) strategy of searching by co-authors may be an effective approach. The co-author names you use should represent your entire body of research. When entering search terms, consistently use the same format for the Author name: last name first initial* (and middle initial if applicable). All search terms must be spelled correctly and abbreviations and punctuation should be taken into account.

From the library’s home page, select the MedResource List pop-up menu, then Web of Knowledge. For detailed instructions, see our How to Access Citation Tools quick tip (on page 5).

Under the All Databases tab, enter your search terms, change the drop-down menus appropriately, and select Search.

Last Name (space) First Initial (no space) Middle Initial* in the Author field

Co-author 1 OR Co-author 2, etc., in another Author field

This search strategy results in 10 hits. A review of the citations determines that all 10 results belong to the author.
Citation Reports Tool in Web of Knowledge

With a results list of your citations from a Web of Knowledge (WOK) search, you can find the total number of times your items in the list have been cited, the average number of citations per item, and your h-index. Although there are other ways to access citation reports in WOK, the most direct way is to use a search results list of your citations.

To create a citation report, conduct an author search. See our library's Author Search: Strategy I, II, or III quick tips (on pages 6-8) for information on developing appropriate search strategies.

Mark the citations you want in your final results list.

Click on the Marked List icon to view your selected items.

On your Marked List page, select Create Citation Report on the right.

On the Citation Report page, you will see various graphs and citation metrics for your marked citations, as well as a list of your works with citation totals for individual years.
Maguire Medical Library Quick Tips

Determining your H-index in Web of Knowledge

The h-index measures the productivity and impact of scholarly authors, in particular how many times their publications have been cited by others. In Web of Knowledge (WOK)/All Databases, your h-index can be accessed through the citation report tool from your citation results list.

To determine your WOK h-index, conduct an author search. See the library's Author Search: Strategy I, II, or III quick tips (on pages 6-8) for information on developing appropriate search strategies.

Mark the citations you want in your final results list.

Click on the Marked List icon to view your selected items.

On your Marked List page, select Create Citation Report on the right.

On the Citation Report screen, the h-index for items in your Marked List is located on the right side of the screen.
Maguire Medical Library Quick Tips

Using Cited Reference Search in Web of Knowledge

The Web of Knowledge (WOK) Cited Reference Search tool identifies citations that have cited your work, and creates a list of those citations to analyze or create a citation report. See the library’s Citation Reports Tool quick tip (on page 9) for more details.

In WOK, Select the Web of Science tab and then Cited Reference Search.

Enter your Cited Author search term: Last Name (space) First Initial (no space) Middle Initial*

Add additional search terms and the appropriate field type as necessary: Cited Work, Cited Year, etc.

Select Search, and a list of citations will appear.

On the Cited Reference Search page, mark the citations that are yours.

Select Finish Search.

You will now see a list of works citing your research. From the Results page, you can select Analyze Results or Create Citation Report.
Maguire Medical Library Quick Tips

Journal Citation Reports in Web of Knowledge

Journal Citation Reports in Web of Knowledge (WOK) help you evaluate journal performance through various measurements, such as the journal’s Impact Factor, *Eigenfactor*, and other citation-based data.

In WOK, select the Additional Resources tab, then Journal Citation Reports.

Select Search for a specific journal and Submit.

Select to Search by: Full Journal Title, Abbreviated Journal Title, Title Word, or ISSN in the drop-down menu.

Enter the appropriate term(s) in the search box (e.g., journal title, ISSN, etc.).

Select Search.

Your search will locate your journal title and provide you with citation report data.
Maguire Medical Library Quick Tips

Author Citation Search in PubMed

PubMed contains over 21 million citations for biomedical literature. For searching author names, PubMed is most helpful in providing you with the most recently indexed citations. With this tool, you can also create an account to save your citations and search strategies.

From the library’s home page, select the MedResource List pop-up menu, then PubMed. For detailed instructions, see our How to Access Citation Tools quick tip (on page 5).

On the PubMed home page, enter author information in the search box: Last Name (space) First and Middle Initial*

Select Search.

To find your most recent citations, activate a “Publication dates” filter: Select Custom range....

In the Specify Custom Date Range box, enter a 2- or 3-month date range to search for your most recent citations. Select Apply.

View your filtered results and compare them with those from your Web of Knowledge results.
Creating a My NCBI Account (page 1 of 2)

Once you have citation results from a PubMed search, you can use My NCBI to save your PubMed citation collections and search strategies.

From PubMed, access My NCBI by selecting the link on the top right corner of the screen.

The introductory My NCBI page gives you an option to Register through your personalized account or through a third party sign-in option such as Google or NIH.

To create an individual My NCBI account, select Register for an account and follow the instructions provided.

One very helpful feature of My NCBI is the ability to receive search alerts for your saved searches. To take advantage of this feature, you will provide your email address during the registration process.
Maguire Medical Library Quick Tips

Creating a My NCBI Account (page 2 of 2)

Once your account is created, enter your Username and Password. If you are using a private computer, you may want to check the Keep me signed in box. Checking this box will retain your password and automatically activate My NCBI each time you use PubMed.

After you have created your account, you will be instructed to confirm your email address.

You should now be returned to the main PubMed search screen. Check to see that your Username is in the top right corner.

You can return to your NCBI account at any time from within PubMed by clicking on My NCBI.

To return to PubMed from My NCBI, use your browser’s back button, the Search button under Search NCBI databases—PubMed, or the PubMed link at the bottom of the page.

Select Advanced to return to any searches you may have just conducted.
Maguire Medical Library Quick Tips

Saving Your Search Strategy in My NCBI (page 1 of 2)

By saving your search queries in a My NCBI account, you can access automatic email updates for saved searches. For instructions on setting up a My NCBI account, see the library’s Creating a My NCBI Account quick tip (on page 14).

From PubMed, sign in to your My NCBI account on the top right corner. You should be returned to PubMed with your name next to My NCBI.

Enter the author name information in the search box: Last Name (space) First and Middle Initial*

Select Search.

On the results page, select Save search under the search box.

You will be directed to the My NCBI — Saved Searches page.

You may edit the search name to up to 100 characters.

Select Save.
Maguire Medical Library Quick Tips

**Saving Your Search Strategy in My NCBI (page 2 of 2)**

You will now be taken to the Saved Search Settings page.

Indicate whether you would like email updates of new search results and how often you want to receive them, as well as their format, etc.

Select Save.

After saving your Search Settings, you will be returned automatically to your PubMed search page.

To access your saved searches, you will need to switch back to My NCBI. On the top right side of the PubMed home page, select My NCBI in the top right corner.

In the Saved Searches box on the top right, you can modify saved search preferences by clicking on the gear icon.
Maguire Medical Library Quick Tips

Saving Your Citations in PubMed/My NCBI

From PubMed, sign in to your My NCBI account on the top right corner. You will be returned to PubMed with your name next to My NCBI.

After running a search, check the boxes next to the citations you want to save (if none are checked, all are saved).

Select Send to, then Collections. Select Add to Collections.

You will be directed to the My NCBI — Collections page.

Select Create a new collection. Enter the name of your collection. Select Save.

A notification that your collection was saved should appear above your selected search results.

To view and manage your collection, select Edit your collection.

You may also manage collections by selecting My NCBI in the top right corner of the page. The Collections box is located under the Saved Searches box.
**Maguire Medical Library Quick Tips**

**Setting Email Search Preferences in My NCBI**

My NCBI allows you to save and modify your search settings so that you can receive updates for new search results by email on a regular basis. For related information, see the library’s [Saving Your Search Strategy in My NCBI](#) quick tips (on pages 16-17).

After signing into My NCBI from the top right corner of the PubMed search screen, you will be on the main My NCBI page.

Select Manage Saved Searches from the Saved Searches box on the right side of the screen.

For the search you wish to update, select *none, weekly, etc.* under Schedule.

You will be taken to the My NCBI -- Saved Search Settings page.

Indicate whether you would like email updates of new search results and how often you want to receive them, as well as their format, etc.

Select Save.
Maguire Medical Library Quick Tips
Creating an Account in EndNote Web

EndNote is a citation organization and management tool that allows you to collect citations from a variety of databases. With the web-based version, you can access your reference library from any computer and easily share your citations with colleagues.

From the library’s home page, select the MedResource List pop-up menu, then EndNote Web. For detailed instructions, see our How to Access Citation Tools quick tip (on page 5).

From the EndNote Web sign in page, select Sign Up for an account.

Follow the instructions on the User Registration page, using your College of Medicine email address.

You may want to write down your password, which will contain 8 or more characters, including at least one letter, one number, and one symbol.

After creating your account, you should see the My References tab and four additional menu tabs.

Select Hide Getting Started Guide in the top right corner to close the guide and show the All References section of the My References tab.
Maguire Medical Library Quick Tips

Exporting Citations from Web of Knowledge to EndNote Web

After conducting a search in Web of Knowledge (WOK), you can export your results to EndNote Web.

If you want to export only a few citations, check the boxes next to them and select Save to: EndNote Web.

To export numerous search results, use Output Records at the bottom of the page.

Select Records and type in the number of records ranging from the first record to the last.

Select Save to: EndNote Web.

Your selected records should be exported to EndNote Web. To verify your records have been exported and saved, sign in to your EndNote Web account.

Select Sort by: Last Updated – newest to oldest in the drop-down menu to see your most recently imported citations.
To export your citations from PubMed, you must save them as a .txt file on your computer.

In PubMed, mark any citations you want to save (if none are marked, all are saved).

Select Send to and then choose File. Select Format MEDLINE, then Create File and save it on your desktop or somewhere easily accessible.

To import the .txt file into EndNote Web, you must be in your EndNote Web account.

Select the Collect tab and then Import References.

Browse for and select the file you saved to your computer. Select the PubMed (NLM) Import Option. Choose the group where you want your imported citations added or create a new group. Select Import. The screen should then show a message that your references were imported to the group you designated.
Maguire Medical Library Quick Tips
Organizing/Sharing Citations in EndNote Web
(page 1 of 2)

Setting up groups in your EndNote Web library allows you to manage your citations and share them with other EndNote users.

In EndNote Web, under the My References tab, mark the references you would like to move to a group.

After marking your citations, choose New Group from the Add to group... drop-down menu.

A pop-up box should appear. Enter the name of the new group you want to create and select OK.

After creating the group, it should appear as a folder under My Groups.

To manage one or more your groups, select the Organize tab and Manage My Groups. Select Manage Sharing for the Group(s) you wish to share.
You should now see that your folder under My Groups has a little “people” icon, which means it is shared.

To add email addresses of colleagues you want to share your citations with, either type their email addresses in the text box or upload a text file containing their email addresses.

You can also allow collaborators permission to Read only or Read & Write.

Select Apply, then return to the My References tab.
In EndNote Web, select the Format tab, then Bibliography.

Use the References dropdown box to select the group of references you wish to place in your bibliography (from your quick list, group files, or all the references in your library).

Select the style you wish to use, and the format (RTF is the most versatile).

Select Preview & Print to view your citations.

Your bibliography will appear in a new window (you may have to override the pop-up blocker to see the screen).

From here, you can print your bibliography or copy and paste it into a word processing document.

If you load all of your references at once, they should be in alphabetical order; if you load them in separate groups, you may have to rearrange them later.
Appendix A
Author/Researcher Name Tools

In the past several years, to meet the challenge of many researchers having common names or name variations, three organizations have been developing free or paid author/researcher name tools. These tools may assist authors to search more effectively in the literature for their citations.

Web of Knowledge (WOK) Researcher ID
Thomson Reuters can provide you with a unique, ORCID-compliant identifier (see more information about ORCID below), to manage your professional information and productivity. You can also collaborate and share information with colleagues, and find your h-index information, citation distribution information per year, the total times a work is cited and an average times cited count.

http://www.researcherid.com/Home.action

PubMed Author ID:
The National Library of Medicine and the National Center for Biotechnology Information have been developing an open-source program to disambiguate author names. It will allow authors to register for service through My NCBI and allow scholars to better identify research articles in PubMed by providing for alternate author names/spellings.


Open Researcher & Contributor ID (ORCID)
ORCID, a non-profit organization established in 2010, has been developing a standardized author-name solution to the problem of name ambiguity in research. They recently launched their Registry, which is linked to the WOK Researcher ID (see more information about WOK Researcher ID above).

http://about.orcid.org/
Appendix B

Google Scholar for Known-Item Searches

Google Scholar is most helpful for finding full-text articles for specific citations because it indexes a wide range of sources on the Internet. Search results often contain duplicate and unpublished citations, so careful analysis of the results list is needed.

From the library’s home page, select the MedResource List pop-up menu, then Google Scholar. For detailed instructions, see our How to Access Citation Tools quick tip (on page 5).

From the Google Scholar page, select the down arrow for Advanced Scholar Search. A pop-up box will appear.

Under “Find articles” type either:
--a few unique words from the title in the box next to “with all of the words” or
-- an exact phrase from the title in the box next to “with the exact phrase”

Enter author information: “Initials Last name” (in quotes). Full author name can be entered as well.

Select the magnifying glass.

From the results page, you can see if a full-text version of the article is available by selecting the title of the citation or Find it @ FSU.
About the Creators of This Manual

Susan Epstein
Systems Librarian
Maguire Medical Library
Writing/Editing

Erica Heasley
Project Consultant
Maguire Medical Library
Writing/Graphics

Robyn Rosasco
Public Services Librarian
Maguire Medical Library
Graphics/Editing

LaVon Edgerton
Grants Compliance Analyst
Department of Geriatrics
Editing