

[Solution home Elements Elements Module Administration](#)

Elements Reporting and Statistics

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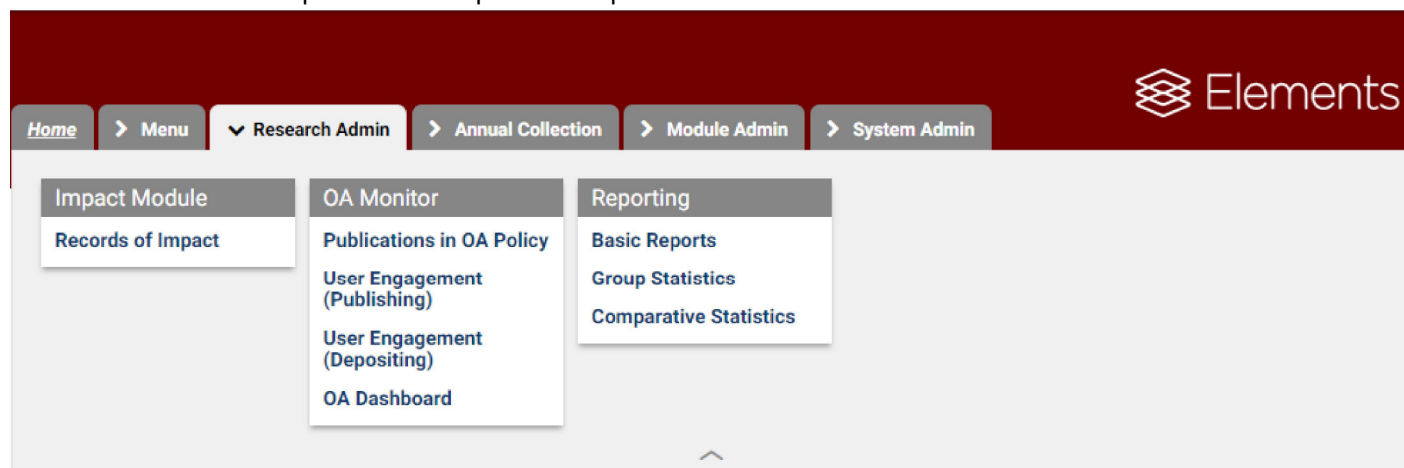
This article provides details about the reports available under **Reporting**. These reports have many names, some of these are: **Elements In-product reports; Canned Reports; Statistician Reports; Basic Reports; Data Extract Reports; and Usage Reports**. These extracts allow you to view data stored in Elements in a number of ways.

To run reports, a user must either be assigned the Statistician role (please see **Roles in Elements** (<https://support.symplectic.co.uk/support/solutions/articles/6000049832-roles-in-elements>) for further details) or be a System Administrator.

Reporting Options

Under **Research Admin > Reporting**, you will see three types of report listed: **Basic Reports, Group Statistics** and **Comparative Statistics**. If your institution has the Analytics module, you may also see **View Dashboards**.

Basic Reports are text-based downloads of *Elements* data, usually as CSV files. You can use other software to analyse and format the results for management and strategic reports. Statistics reports are primarily in chart format. Some of these charts require screen capture for export.



Contents

- [How to create Basic Reports](#)
 - [Data Extract reports](#)
 - ['Simple rows' report](#)
 - ['Elements' report](#)
 - ['Links with Users' report](#)
 - ['Links with other objects' report](#)
 - [Users and Usage reports](#)
 - ['Logins' report](#)
 - ['Claimed publication types' report](#)
 - ['Approval counts' report](#)
 - ['Publications summary' report](#)
 - ['Delegates' report](#)
 - ['H-index' report](#)

- **'Publications export' extract**
- **How to create Group Statistics reports**
 - **Headline statistics**
 - **Chart: Total publications per year**
 - **Chart: Average publications per user by year**
 - **Chart: Publications by citations count**
 - **Chart: Users' yearly publication rates vs. average**
 - **Chart: H-Index**
 - **Table: Data Source Intersection**
 - **Table: Journals by frequency**
 - **Table: Authors by number of citations**
 - **Table: Top cited publications**
- **How to create Comparative Statistics reports**

How to create Basic Reports

Navigate to **Research Admin > Reporting > Basic Reports** to begin.

Specific reports i

1. Select users

Name (surname first):

Users

You have not selected any users

2. Select groups

- Lilliput University
 - All Academic Auto Group
 - Lilliput Centre for Research Excellence
 - Lilliput School of Biological and Environmental Science
 - Lilliput School of Business
 - Lilliput School of Engineering Sciences
 - Lilliput School of Health and Medical Sciences
 - Lilliput School of Information Sciences
 - Lilliput School of Medical Science
 - Lilliput School of Physical Sciences
 - Lilliput University Administration
 - Symplectic

3. Select filters

Date from:

Date to:

Include non-current users:

Include non-academics:

4.i. Choose report: Data extract

Element:

Type:

Return: 'Simple' rows Elements Links with users Links with other objects
 Display all fields

[Get report](#)

4.ii. Choose report: Users and usage

Report:

[Get report](#)

1. Select users AND/OR 2. Select groups

You can either build up a bespoke group of users by entering their names into the search box and adding them one-by-one to a list, or select existing groups in your organisation. To select existing groups, expand the organisation tree and check the relevant boxes. Only groups for which you have 'Statistician' access will have check-boxes. Similarly, only users within your groups will be available via the individual user search.

Tip: Depending on the number of users in your system, attempting to run a report for the entire Organisation may cause a timeout.

3. Select filters

Next you can select the filters for the report. This will determine which elements are included in the report, and the range of 'reporting dates' to select from.

- Enter a 'Date from' and a 'Date to' in the format 'DD/MM/YYYY'. These dates are inclusive.
- Choose whether to include inactive users (those who have now left your institution)
- Choose whether to include non-academic staff (those with online searches switched off).

4. Get report

You can now choose which report to download for the group(s) or individuals and dates you have selected.

There are two main types of report: **Data extract** and **Users and usage** reports (this type also includes a summary publications report). All reports are created in CSV format and you will have the option to open or save the file. For large reports, there may be a short delay while the data file is created.

Tip: Records without a Reporting Date will automatically be included in any report even if the Publication date might be outside the defined date range.

4.i. Choose report: Data extract

These reports show details about any of the elements in the system. Select which elements you wish to see and then which type of the element.

4.ii. Choose report: Users and usage

These reports mainly give details about the use of the system rather than *Elements* data. For example, you can see the current approval counts for the users, in order to monitor whether any users may need to be reminded to check their pending publications. This can also be used to check the number of publications stored for a group. Apart from the reports 'Publications summary' and 'Logins', the data in these reports is not dependent on date. Therefore you can skip step 3 if you wish to download a report from this category.

Data Extract reports (option 4.i.)

The exact details of the data available for each element will vary as, apart from publications, the element types used by your institution will be selected and compiled by administrators. Any changes made by your institution to element types and the fields within each element will be reflected, automatically, in these reports.

There are four different formats of Data Extract reports; each gives different data about users and their elements.

'Simple rows' report

This is a simple report format that contains one row for each user-element pair, using the information from the user's 'preferred' source. It will contain all the same element details as the "Elements" report, but only a minimal amount of user information. This will also include user options such as whether a publication is visible or a favourite.

'Logins' report

This report shows the date and time when users first log into the system and the total number of logins within the date range. It is most useful when you are introducing *Elements* to a new group of users and wish to monitor uptake.

Fields included (for each user row):

- Name (alphabetical)
- Username
- Email
- User's Proprietary ID
- Primary group descriptor
- Primary group
- Is current staff
- First login (ever)
- Total logins (in date range set in step 3)
- Claimed (which indicates the account owner, not a Research Manager, has logged into the account)

'Claimed publication types' report

This report provides a count, for each user, of approved publications in each type. For Journals, the report also includes a wide range of sub-categories sourced from the classifications used by the online databases. The report also includes the total number of publications, as well as H-Index and citation data.

Fields included:

- Name (alphabetical)
- Username
- Email
- User's Proprietary ID
- Primary group descriptor
- Primary group
- Is current staff
- Journal (all subcategories) count
- Journal (subcategory: Editorial)
- Journal (subcategory: Comparative Study)
- Journal (subcategory: Journal Article)
- Journal (subcategory: Research Support, U.S. Gov't, Non-P.H.S.)
- Journal (subcategory: Multicenter Study)
- Journal (subcategory: Randomized Controlled Trial)
- Journal (subcategory: Research Support, Non-U.S. Gov't)
- Journal (subcategory: Review)
- Journal (subcategory: Clinical Trial, Phase II)
- Journal (subcategory: Practice Guideline)
- Journal (subcategory: Article)
- Journal (subcategory: Meeting Abstract)
- Journal (subcategory: Research Support, N.I.H., Extramural)
- Journal (subcategory: Letter)
- Book count
- Chapter count
- Conference count
- Patent count
- Report count
- Software count
- Performance count
- Composition count
- Design count
- Artefact count
- Exhibition count
- Other count
- Internet publication count
- Scholarly edition count
- Poster count
- Thesis / Dissertation count
- City Andrew count
- Total count
- H-Index (Web of Science)
- Total citations (Web of Science)
- H-Index (Scopus)
- Total citations (Scopus)

'Approval counts' report

This report will show, for each user in the chosen groups, the number of approved, declined and pending publications. It is useful to check this report on a regular basis, as it will highlight users who are experiencing problems with their search terms (for example, users who have set their search terms too wide and may need to have their profiles reset). It will also show users who may need to be sent a reminder to approve their pending publications. In addition, the report includes the date of the last online search made for each user.

Fields included (for each user row):

- Name

- Username
- Email
- User's Proprietary ID
- Primary group descriptor
- Primary group
- Is current staff
- User last logged in
- Pending
- Approved
- Declined
- Last online search

'Publications summary' report

This report provides a very simple summary of publications data for a group. It includes very minimal data for users and publications, and provides one row for each user-element pair. It selected publications using reporting dates against the date criteria set, and will include publications with no reporting date, in the same way as the Data extract reports. Data will be drawn from the preferred source for each user. Because it has been designed to place minimum load on the system, this is ideal for checking a publication/user link is in place, or as a slightly more detailed basic count of publications in a group. It does not, however, contain sufficient publication data for reporting purposes.

Fields included (for each user/element pair):

- Name (alphabetical)
- Username
- Email
- User's Proprietary ID
- Primary group descriptor
- Primary group
- Is current staff
- Publication type
- Title
- Journal
- Volume
- Issue
- Publisher
- Name of conference
- Begin page
- End page
- Publication date
- Reporting date 1 (usually publication date)
- Reporting date 2
- Times cited (Web of Science)
- Times cited (Scopus)

'Delegates' report

This report contains a list of delegates who have been assigned rights by users in the group(s) chosen, in order to help manage their publications.

Fields included (for each user/delegate pair):

- User's name
- User's username
- User's email
- User's proprietary ID
- User's primary group descriptor
- User's primary group
- User is current staff
- Delegate's name
- Delegate's username
- Delegate's email
- Delegate's proprietary ID
- Delegate's primary group descriptor
- Delegate's primary group
- Delegate is current staff?

'H-index' report

This report will show the H-index per user and relevant source.

Fields included (for each user):

- Name
- Username
- Email
- User's Proprietary ID
- Primary group descriptor
- Primary group
- Is current staff
- Web of Science
- Scopus

'Publications export' extract (ReferenceManager/Endnote format)

This report exports user(s) or group(s) in RIS format. This extract can be used to import into any system that accepts .ris files.

How to create Group Statistics reports

Navigate to **Research Admin > Reporting > Group Statistics** to begin.

Statisticians can also use the reporting tools to view charts and statistics that give additional information about the performance of individuals, or groups of individuals, within your organisation.

Select groups and users i

1. Select users

Name (surname first):

Users

You have not selected any users

2. Select groups

- Lilliput University
 - All Academic Auto Group
 - Lilliput Centre for Research Excellence
- Lilliput School of Biological and Environmental Science
- Lilliput School of Business
- Lilliput School of Engineering Sciences
- Lilliput School of Health and Medical Sciences
- Lilliput School of Information Sciences
- Lilliput School of Medical Science
- Lilliput School of Physical Sciences
 - Lilliput University Administration
- Symplectic

3. Select filters

Years: to

Include:

- Non-current users
- Non-academics

Citation source:

- Europe PubMed Central
- Scopus
- Web of Science
- Web of Science (Lite)

[Reset](#)
Go

1. Select users AND/OR 2. Select groups

You can either build up a bespoke group of users by entering their names into the search box and adding them one-by-one to a list, or select existing groups in your organisation. To select existing groups, expand the organisation tree and check the relevant boxes. Only groups to which you have 'Statistician' access will have check-boxes. Similarly, only users within your groups will be available via the individual user search.

2. Select filters

Next you can select the filters for the report. This will determine the data included in the report. You can also select whether to include non-current users (who have left your institution) or non-academic staff in the statistics. By default, both these groups will be excluded. Finally, you should choose which citation source to use as a base for your statistics.

Details of the different charts and statistics

Headline statistics

At the top of the result, two 'headline statistics' will be displayed:

Headline statistics

Total number of people in selected groups: **24**

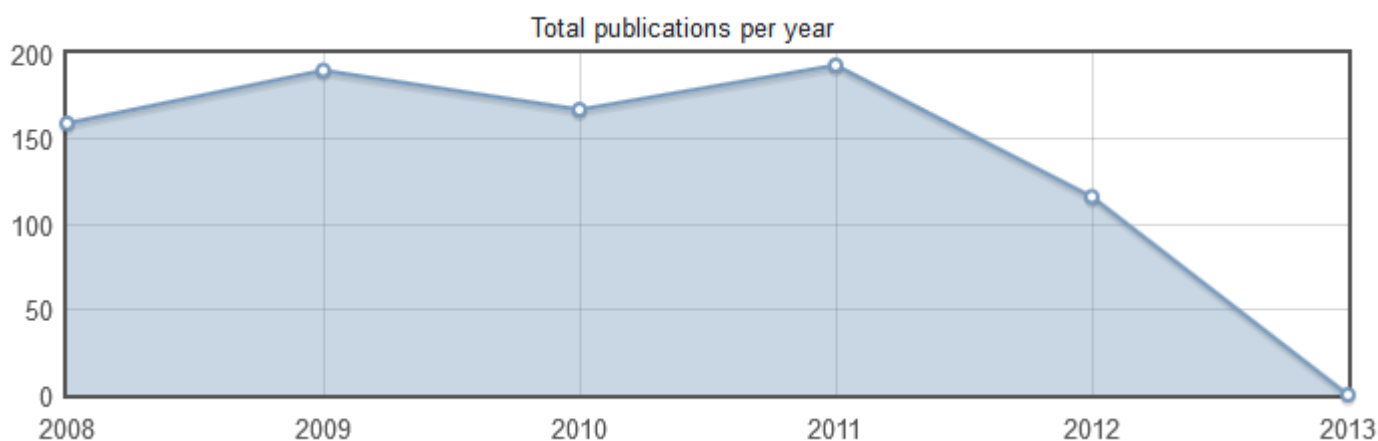
Total number of related publications: **602**

This means that the 24 people have in total 602 relationships to the publications in the period selected.

The total number of related publications does not include items without a reporting date. Use the Data Extract reports to identify these items.

Chart: Total publications per year

For the chosen group or individual, this table shows the total number of publications in each of the years within the chosen range.



If the date range does not specify whole years at the beginning and end of the range, only the publications within this range will be shown for these years.

Publications without reporting dates are in the dataset as a whole, but are not included in any of the individual year figures shown in this table.

Chart: Average publications per user by year

This chart shows the average number of publications per person in the chosen group for each year in the chosen date range.

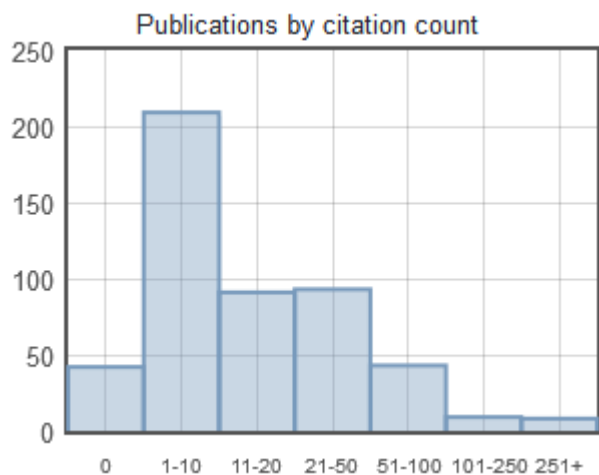
As academic fields will vary in their publication frequency, comparative use of this chart is most helpful when comparing an individual with their peer group, rather than comparing different groups.

Make sure not to include non-academic users (i.e. those with publications searches switched off) when you want to use this chart for analysis. Otherwise, the average will include all users of the system, including administrators and delegates.

The data in this table does not include publications with no reporting date, only publications with the relevant years recorded in the reporting date field.

Chart: Publications by citations count

This chart shows the number of publications for the group or individual against six ranges of citation count values.



It only considers publications within a group, and is not affected by the inclusion of users without any publications.

Chart: Users' yearly publication rates vs. average

This chart show users' yearly publication rates versus the average publication rates:

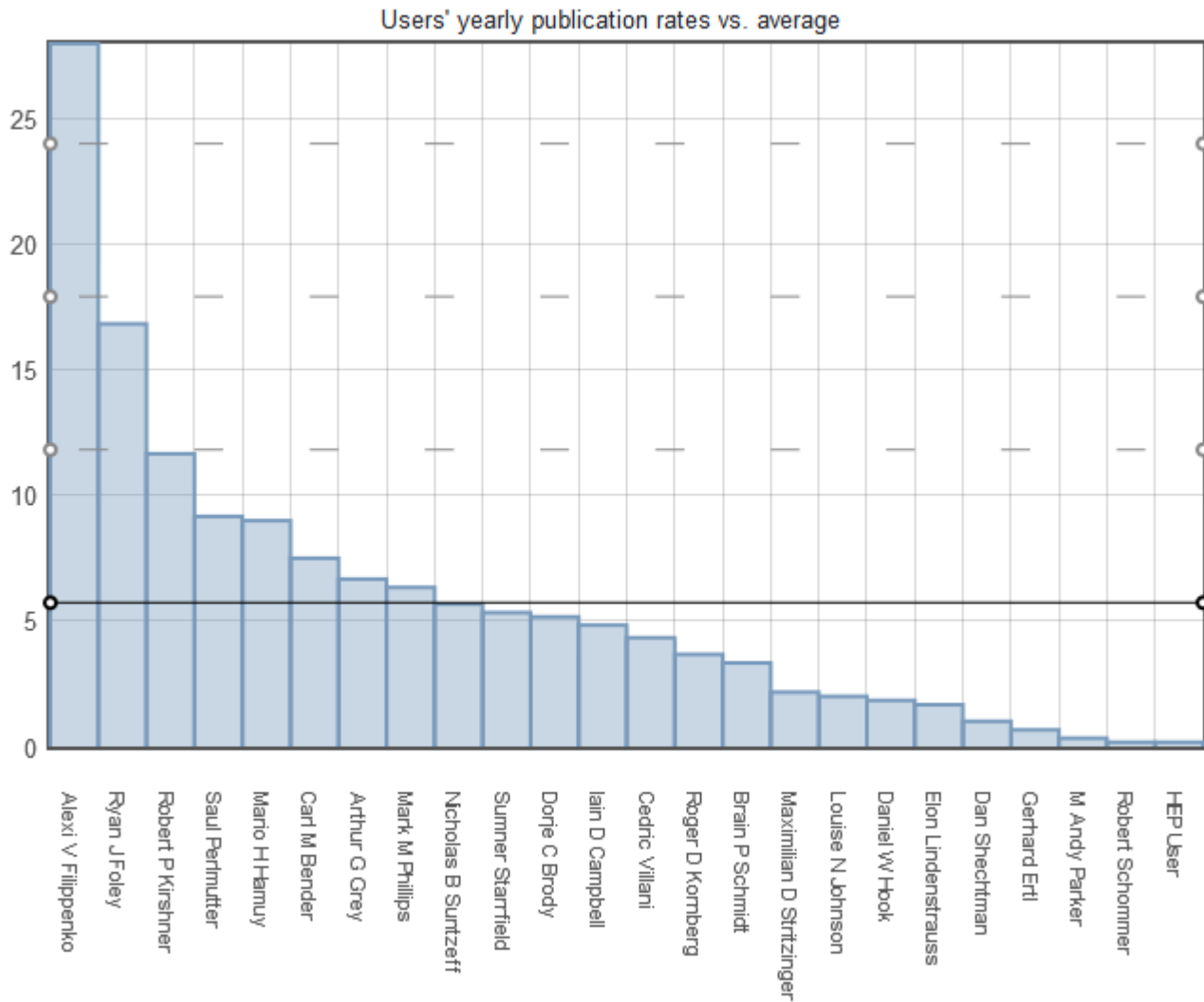
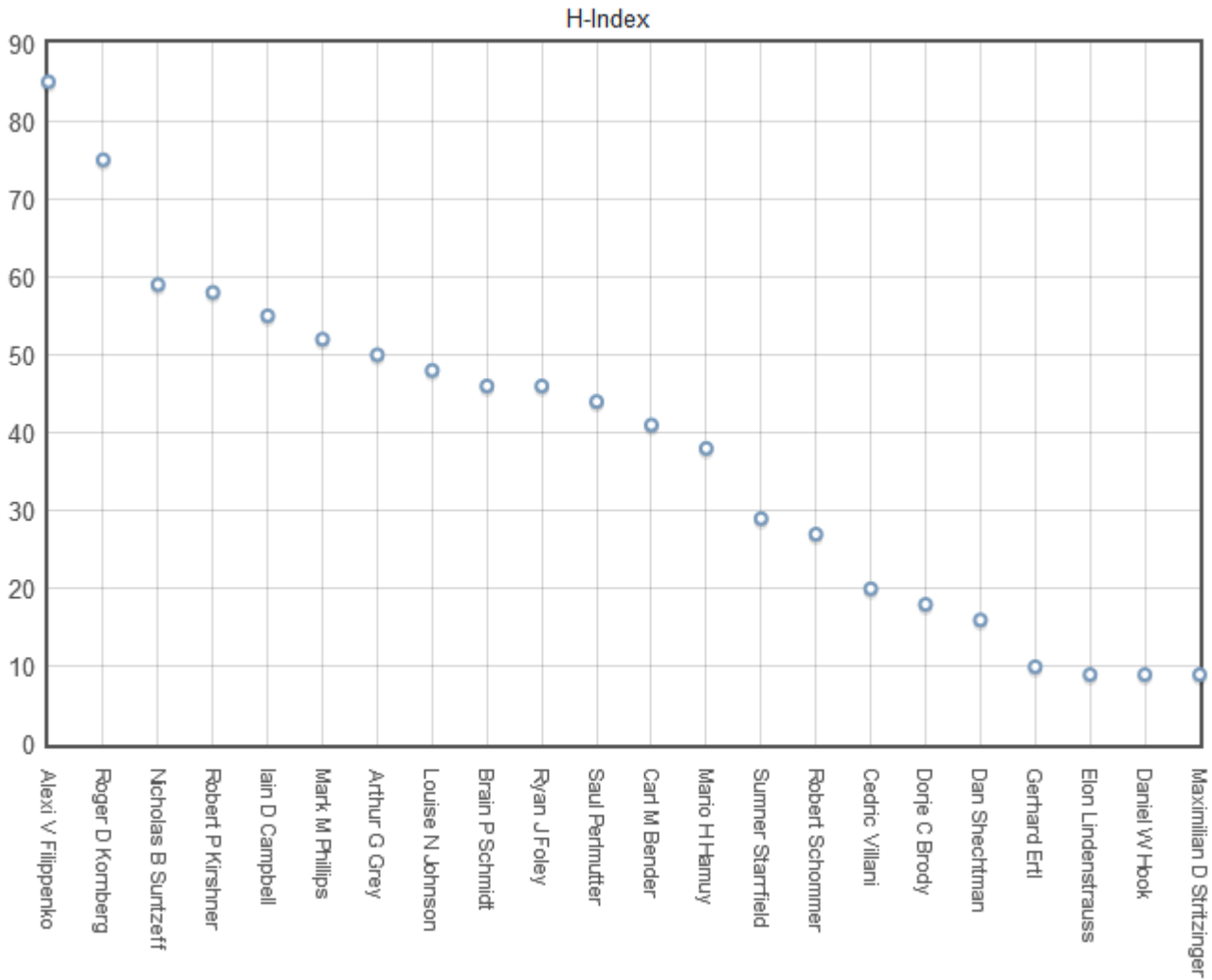


Chart: H-Index

This chart shows the distribution of H-Index values for the chosen group of users, or an individual data point if an individual user is selected.



An academic's H-Index is intended to be a measure of both the quality and sustainability of their publications, by taking into account the number of citations for individual papers and the number of papers for which high citation scores are achieved.

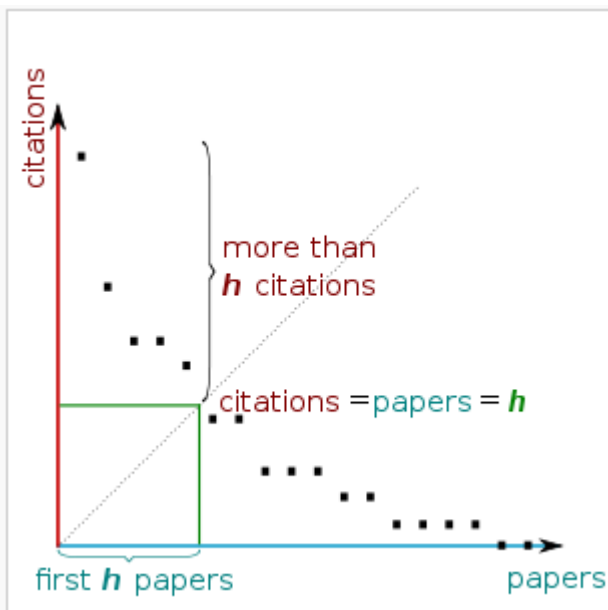


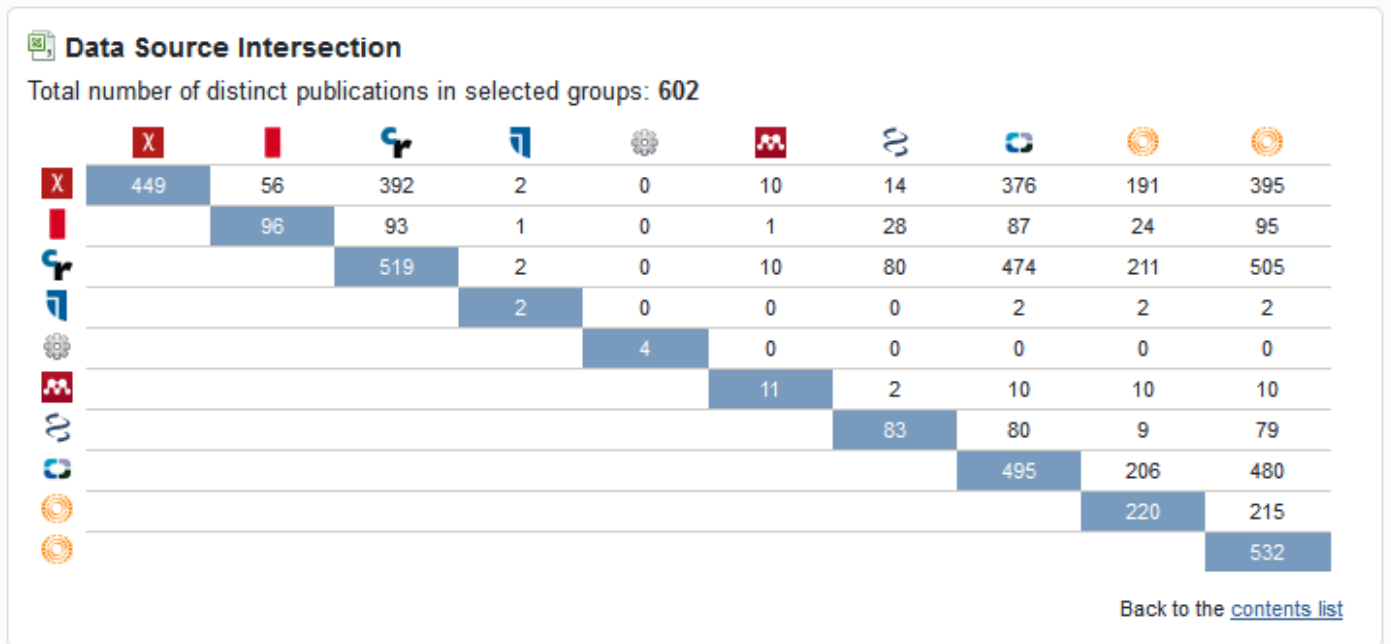
Image from Wikimedia Commons

It is calculated by plotting the number of citations (c) against papers ranked by citation count. The H-Index (h) is the rank of the last paper where the number of citations exceeds the ranking.

For group statistics, hovering over a data point on the chart will bring up the name and H-Index of the relevant author. It is important to note that citation rates and customs will vary considerably between academic fields. Therefore, comparing H-Index distributions for different departments within your institution should be done with great caution. This metric is most suitable for comparing an individual's performance with the rest of their peer group using either group or comparative statistics.

Table: Data Source Intersection

This table shows the intersection of all publications across all sources:



This data can be downloaded in a spreadsheet.

Table: Journals by frequency

This table shows the number of publications in each journal within the dataset. It also shows the impact factor of each journal title.

Journals (by frequency)

	Journal	Impact factor	SJR rank	SNIP rank	Average Citations	Publications
1	Astrophysical Journal Letters	3.1860		1.375	40.76	129
2	Astrophysical Journal	3.1860		1.841	14.1	72
3	Astronomical Journal	3.1860		1.299	23.19	37
4	Monthly Notices of the Royal Astronomica...	3.1860		1.199	23.71	35
5	Journal of Physics A: Mathematical and T...			0.882	5.81	21
6	Astronomy and Astrophysics	3.1860		1.015	14.06	17
7	Astrophysical Journal, Supplement Series	3.1860		3.563	190.86	14
8	Nature	3.1860		8.647	56	11
9	Journal of Biological Chemistry	3.1860		1.244	22.56	9
10	Proceedings of the National Academy of S...	3.1860		2.582	11.78	9
11	Science	3.1860	11.187	8.064	32.5	8

This data can be downloaded in a spreadsheet. The settings in Publications Module>Manage Default Settings>Display

of Journal Statistics determines the display of the journals in this chart.

Table: Authors by number of citations

This table shows the names of the authors within the dataset and their number of citations. It is sorted to place the author with the most publications at the top of the table.

Authors (by number of citations)		
▲ Author	◆	Total citations ◆
1	FILIPPENKO, Alexi V	4933
2	GREY, Arthur G	3662
3	FOLEY, Ryan J	2582
4	KIRSHNER, Robert P	1993
5	PERLMUTTER, Saul	1952
6	PHILLIPS, Mark M	1193
7	SUNTZEFF, Nicholas B	1187
8	CAMPBELL, Iain D	690

This data can be downloaded in a spreadsheet.

Table: Top cited publications (maximum rows 200)

This table lists up to 200 publications from the dataset, in order of citation count for the publications.

Top cited publications (max 200)		
▲ Publication	◆ Year	Total citations ◆
1 The seventh data release of the sloan digital sky survey	2009	1271
2 The sixth data release of the sloan digital sky survey	2008	743
3 Improved cosmological constraints from new, old, and combine...	2008	605
4 Spectra and hubble space telescope light curves of six typE...	2010	437
5 A redetermination of the hubble constant with the hubble spa...	2009	387
6 Improved dark energy constraints from 100 ~ new CfA supernov...	2009	375
7 The M-σ and M-L relations in galactic bulges, and determinat...	2009	314
8 First-year sloan digital sky survey-ii supernova results: Hu...	2009	257

How to create Comparative Statistics reports

Navigate to **Research Admin > Reporting > Comparative Statistics** to begin.

There are two ways of using the comparative statistics: to compare two different groups of users or to compare an individual with the overall performance of a group (the group can also include the individual in question).

To select the groups or individuals for comparison, choose 'comparative' from the 'reporting' sub-menu, then choose which users or groups should be included in the 'first set' and 'second set' of users.

Select groups and users i

1.1. Select users (first set)

Name (surname first):

Users (first set)

You have not selected any users

1.2. Select users (second set)

Name (surname first):

Users (second set)

You have not selected any users

2.1. Select groups (first set)


Lilliput University

2.2. Select groups (second set)

Lilliput University

3. Select filters

Years: to



1965 1970 1975 1980 1985 1990 1995 2000 2005 2010 2015 2020

Include:

Non-current users

Non-academics

Citation source:

Europe PubMed Central Scopus Web of Science Web of Science (Lite)

[Reset](#)

You can select any combination of individuals and groups for comparison. Once you have selected both sets of users, choose dates and select whether to include non-current and/or non-academic users. Then, click on 'go' and the charts will appear at the bottom of the screen.

Results

Charts

Key

- First set
- Second set

