Getting started with Elements

Library Research Support Team
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What is Elements?

- SHU's new research publications management system

- One place for the details of all of your research outputs/publications - you can add any type of output

- Your publication details appear on your Elements profile, your staff profile on the external web pages and if you are in the Business School, on Academ

- Deposited publications (where the full-text manuscript is deposited) will additionally appear on SHURA

- Links publications to grant information

What about SHURA?

- SHURA will continue to be our institutional repository
- it will provides an external facing database of SHU research outputs.
  - it is freely available to the public (Elements is only visible to SHU staff and research students)
- depositing your manuscripts in Elements, so that the publications then appear in SHURA, is your main route to making your research Open Access (after review)
- SHURA is indexed and harvested by Google and Open Access aggregators, helping to increase the visibility of your research outputs in internet searches
- to be eligible for the next REF, articles and conference papers (published with an ISSN) **must be deposited in SHURA within 3 months of the date of acceptance**

Adding publications and depositing manuscripts

- You can add details of publications very easily and with limited inputting of data. Part of this process enables you to deposit the manuscript

- Elements claims publications for you if they are linked to your identifiers such as your ORCiD and Scopus ID (automatic claiming)

- Elements suggests publications which might be yours (this is based on searching databases for your name / affiliation). You can claim or reject these.

- You can deposit manuscripts for your publications on Elements that don't already have them

Linking manuscripts to grants

- Grant information from Converis is in Elements

- When you manually add details of publications there is a prompt to link the publication to a grant

- You can also create links to grants from your publications that are already in Elements

Using Elements

Demonstration and hands-on

https://elements.shu.ac.uk

Key things to do:

- Check the publications under 'Mine' are all actually yours

- Make sure your identifiers (ORCID, Scopus and Researcher IDs) are correct and add any that are missing. This will make sure that automatic claiming correctly finds your outputs

- Make sure your search settings are updated so that your 'pending' items will be as accurately identified as possible

- Respond to emails received from Elements – these will tell you about some of the Actions you need to login and do

- Add your new publications/outputs

- Don't forget to deposit on acceptance!

Help, information and feedback

- Library Research Support Elements help page: http://bit.ly/elementsSHU

- Email: elements@shu.ac.uk

- Call the Library Research Support Team: (0114) 225 3852