

**Asia and Australia**

Tel: +65 6349 0222

Fax: +65 6733 1050

Email: [sginfo@elsevier.com](mailto:sginfo@elsevier.com)

**Europe, Middle East and Africa**

Tel: +31 20 485 3767

Fax: +31 20 485 3739

Email: [nlinfo@elsevier.com](mailto:nlinfo@elsevier.com)

**Japan**

Tel: +81 3 5561 5034

Fax: +81 3 5561 5047

Email: [jpinfo@elsevier.com](mailto:jpinfo@elsevier.com)

**Korea**

Tel: +82 2 6714 3000

Fax: +82 2 732 8689

Email: [krinfo@elsevier.com](mailto:krinfo@elsevier.com)

**North, Central America and Canada**

Tel: +1 888 615 4500

Fax: +1 212 462 1974

Email: [usinfo@elsevier.com](mailto:usinfo@elsevier.com)

**South America**

Tel: +55 21 3970 9300

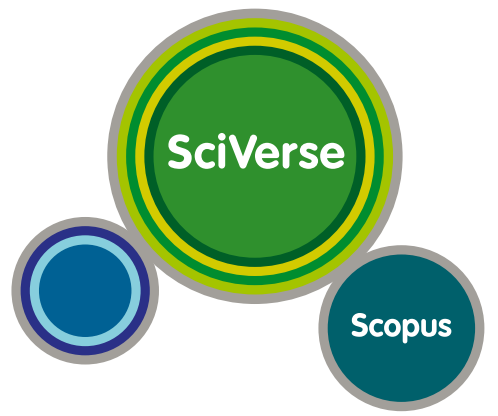
Fax: +55 21 2507 1991

Email: [brinfo@elsevier.com](mailto:brinfo@elsevier.com)

[www.info.sciverse.com/scopus](http://www.info.sciverse.com/scopus)

Copyright © 2010 Elsevier B.V. All rights reserved. SciVerse® is a registered trademark of Elsevier Properties S.A. and used under licence. Scopus® is a registered trademark of Elsevier B.V.





# SciVerse Scopus User Guide

September 2010

**SciVerse Scopus**  
Open to accelerate science



## Contents

Welcome to SciVerse Scopus: How to use this guide to get the most from your subscription	4
Perform a basic search	5
Review results	6
Refine your search	7
View your results in detail	8
Find authors	10
View author details	11
Track citations	12
Evaluate an author	13
SciVerse Scopus affiliation identifier	15
Stay up-to-date	16
My settings	16
Alerts and feeds	17
Search history	18
Sources	18
SciVerse Scopus Journal Analyzer	19
SJR journal metric	20
SNIP (Source-Normalized Impact per Paper) journal metric	21
Citations	22
Documents	23
To find additional help	23

## Welcome to SciVerse Scopus:

### How to use this guide to get the most from your subscription

SciVerse Scopus is the largest abstracts and citations database of Elsevier's SciVerse, a vital scientific ecosystem that facilitates collaboration, rewards innovation and accelerates the research process itself. SciVerse integrates the familiar – trusted content from SciVerse Scopus, peer-reviewed literature, SciVerse ScienceDirect full-text articles and the Web, based on your current subscriptions - with the forward-looking: community-developed applications that enrich and expand content value.

Through step-by-step instructions and precise illustrations, this Quick Start Guide will show you how to:

- **Get a quick overview of a new subject field** – refine your search to find relevant results
- **Track citations and view the h-index** – find out what's hot in a research area by finding the most highly cited articles and authors
- **Identify authors and find author-related information** – find the right person by distinguishing between authors with the same name or similar names
- **Stay up-to-date** – set up search and citation alerts and RSS feeds
- **Evaluate research performance** – analyze the research output at an institutional or journal level and use the results to help you make clear decisions

## Perform a basic search

You can perform a broad search with one or two keywords to get an overview of a field. However, you can also directly restrict your search to a particular date range, document type or subject area.

The screenshot shows the Scopus search interface. At the top, there are navigation links for 'Hub | ScienceDirect | Scopus', 'Register | Login', and 'Go to Scival Suite'. Below this is a navigation bar with 'Search | Sources | Analytics | My alerts | My list | My settings' and a 'Help' link. The main content area is titled 'Learn about the new platform for ScienceDirect and Scopus users'. It features a search bar with a 'Search for:' field containing 'E.g., "heart attack" AND stress'. To the right of the search bar is a dropdown menu for 'Article Title, Abstract, Keywords' and a 'Search' button. Below the search bar are several filter options: 'Limit to:' with 'Date Range (inclusive)' (set to 'Published All years to Present') and 'Document Type' (set to 'All'); 'Subject Areas' with checkboxes for 'Life Sciences (> 4,300 titles)', 'Health Sciences (> 6,800 titles, 100% Medline coverage)', 'Physical Sciences (> 7,200 titles)', and 'Social Sciences & Humanities (> 5,300 titles)'. A 'Search' button is located at the bottom right of the filter section. On the right side of the page, there is a 'What's new in Scopus:' section with links to 'Latest features', 'SJRI & SNIIP metrics', 'About Scopus:', 'What is Scopus?', 'Content coverage', 'What do users think?', 'Scopus tutorials', and 'Resource Library:' with links to 'Brochures', 'User guides', and 'Fact sheets'. At the bottom, there is a 'Search history' section with a 'Show' link and a message: 'The Search history has been closed. To view Search history, click the Show link.' Below this is a footer with navigation links for 'Search | Sources | Analytics | My alerts | My list | My settings' and 'Help', along with a 'Contact and Support' section and a 'Top of page' link.

- 1 Document search
- 2 Author search
- 3 Affiliation search
- 4 Advanced search
- 5 Search fields
- 6 Limit to

## Review results

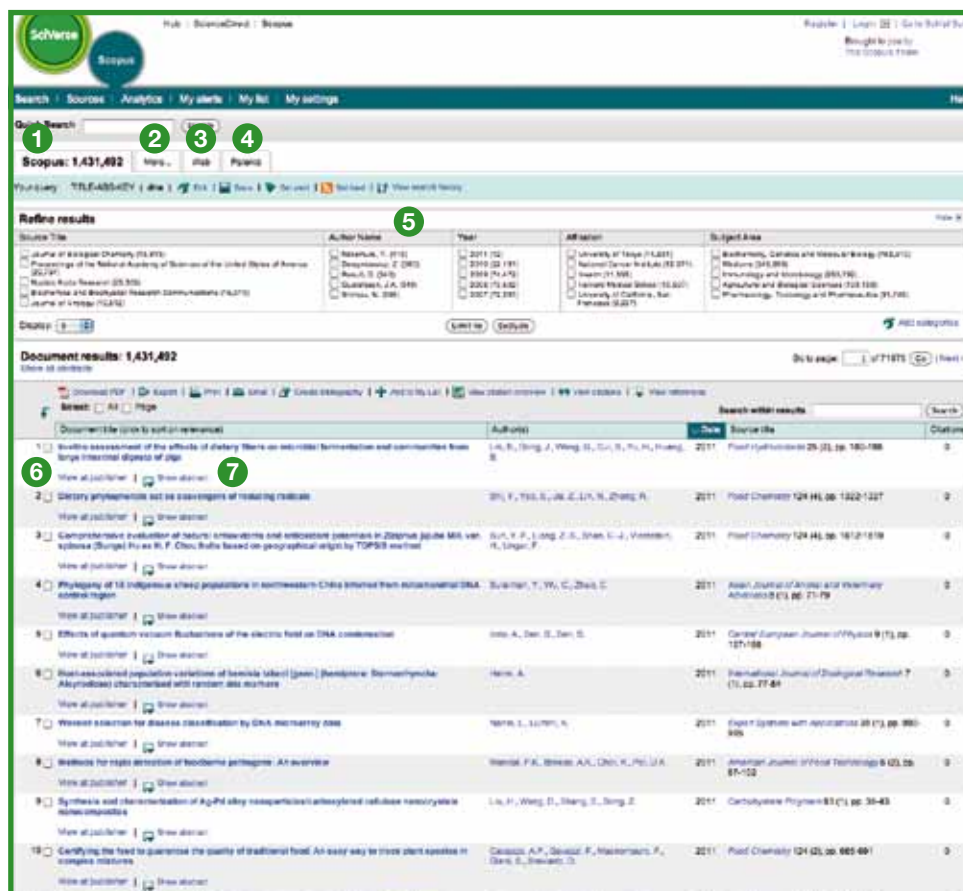
SciVerse Scopus gives you results from five source types:

- **SciVerse Scopus** – results from peer-reviewed journals
  - **More** – results from Reference lists
  - **Web** – results from the Web via Scirus, the science-specific search engine (www.info.scirus.com)
  - **Patents** – results from key patent offices via Scirus
  - **Selected Sources** – customized results from Scirus' institutional repositories and special subject collections.
- Please note that the Selected Sources tab will only show if your librarian has set it up

Your search results are displayed in a tabular view, which allows you easily to view or sort through them based on Year, Document Relevance, Author(s), Source Title and the Citations count.

For each result, you can:

- Link to the abstract, references and citations of a specific document by clicking on **show abstract**
- Go to the publisher's homepage by clicking on **view at publisher**
- View the full text, if available in your library's resources, by clicking on **full text<sup>1</sup>**
- View an abstract instantly in the results page by clicking on **show abstract**



- 1 SciVerse Scopus tab
- 2 More tab
- 3 Web tab
- 4 Patents tab
- 5 Sorting your results
- 6 View at publisher
- 7 Show abstract

<sup>1</sup> Entitlements need to be set up by your library.

## Refine your search

With SciVerse Scopus you can start with a broad search and easily narrow it down to a set of results that you can work with. The **refine results** box allows you to get a quick overview of your search results. From here you can refine your search by clicking on **limit to** or **exclude** for selected results across the following categories:

- source title
- Author name
- Year
- Document type
- Subject area

The **search within results** function allows you to add more terms to your search query to help refine your original search.

The screenshot displays the SciVerse Scopus search results page. At the top, it shows the search criteria: 'TITLE:ABSTRACT' and 'Scopus: 1,431,492'. Below this, there is a 'Refine results' section with four categories: Source title, Author Name, Year, and Affiliation. Each category has a list of options with checkboxes. Below the refinement section, there is a 'Document results' section showing a list of search results. The first result is 'In vitro assessment of the effects of dietary fibre on invertebrate fermentation and fermented bran large intestine digesta of pigs'. The interface includes various navigation and action buttons, such as 'Download PDF', 'Export', and 'Search within results'.

- ① Refine results
- ② Search within results
- ③ Download PDF
- ④ Output options

### Output options

Export the information to a citation management program in RIS or ASCII format

- Print a selection of documents
- E-mail results to yourself or a colleague
- Create a bibliography for the selected documents

### Download PDF

The SciVerse Scopus **Download Manager** allows you to download up to 50 articles at once in PDF format. In addition, you can create your own naming convention and download the article abstracts without a journal subscription. You can also add selected documents to your personal list using the **add to list** button.



## View your results in detail

You can view your search results in more detail by clicking on **show abstracts** in the search results page. This page contains the abstract and references of the article as well as more information such as Web Cites, Patent Cites, Library links and Find related documents.

The author name is hyperlinked enabling you to perform a search directly for all articles published by this author. To get detailed information about the authors simply click on the **author details** icon next to the author's name.

The article's references<sup>2</sup> are listed with direct links to the **show abstracts** page and to the full text if available. The citation count for each reference is also given to allow quick scanning for relevance.

The two most recent citations from other authors citing this article are displayed on the right-hand side of the page with a link to the complete list of citations. Citations from carefully selected Web and patent sources that cite this article are also available in **cited by – Web sources and cited by – patents**.

To search for related articles you can click through to documents and Web results that share one or more references, authors and keywords with the document you are viewing.

You can find bibliographic information about the article such as the **source title, volume, issue** and **Year of Publication** at the top of the page. You can also link to **view at publisher, full text** and access other library sources for supplementary information on your topic of interest.

Additionally, SciVerse Scopus offers customizable links to other pre-defined sources such as Web and federated search engines, library catalogues, institutional repositories and document delivery, which can be viewed in the **more options** section.

Please note that customizable links must be set up by your library.

<sup>2</sup> For abstracts from 1996 onwards.

The screenshot shows a Scopus article page with the following elements and callouts:

- 1**: Export options (Download PDF, Export, Post, E-mail, Create bibliography, Add to My List, Add to Scopus)
- 2**: Bibliographic information (Nucleic Acids Research, Volume 25, Issue 17, 1 September 1997, Pages 3389-3402, ISSN: 0361-0148, CODEN: NARHA, DOI: 10.1093/nar/25.17.3389, PubMed ID: 9254884, Document Type: Review, Source Type: Journal)
- 3**: View at publisher and full text options (View at publisher, Full Text, Library Catalogue, Order Document)
- 4**: Author details (Altschul, S.F., Gish, W., Miller, W., Myers, E.W., Lipman, D.J.)
- 5**: Cited by since 1996 (This article has been cited 29048 times in Scopus. Showing the 2 most recent)
- 6**: Abstract (The BLAST programs are widely used tools for searching protein and DNA databases for sequence similarities. For protein comparisons, a variety of definitional, algorithmic and statistical refinements described here permits the execution time of the BLAST programs to be decreased substantially while enhancing their sensitivity to weak similarities. A new criterion for triggering the extension of word hits, combined with a new heuristic for generating gapped alignments, yields a gapped BLAST program that runs at approximately three times the speed of the original. In addition, a method is introduced for automatically combining statistically significant alignments produced by BLAST into a position-specific score matrix, and searching the database using this matrix. The resulting Position-Specific Iterated BLAST (PSI-BLAST) program runs at approximately the same speed per iteration as gapped BLAST, but in many cases is much more sensitive to weak but biologically relevant sequence similarities. PSI-BLAST is used to uncover several new and interesting members of the BRCT superfamily.)
- 7**: Cited by - Web sources (2307 times)
- 8**: Cited by - Patents (15184 times)
- 9**: Find related documents (in Scopus based on References, Authors, Keywords)
- 10**: More options (Export to Library Catalogue, Set Author Published, Set Author Scopus)
- 11**: Citation counts in references (Basic local alignment search tool (1990), Journal of Molecular Biology, 215 (3), pp. 403-410. Cited 26833 times)

1 Export options

2 Bibliographic information

3 View at publisher and full text

4 Author details

5 Cited by

6 Show abstract

7 Web cites

8 Patent cites

9 Find related documents

10 More options

11 Citation counts in references

## Find authors

The **author search** in SciVerse Scopus allows you to locate a particular author easily. Simply enter the author's last name and an initial or first name and then click on **search**.

You will be presented with the preferred author name along with the variants of the name that have been grouped into an author profile. All results include the number of documents that an author has published along with a link to **show last title**. You can choose to display the results alphabetically or by document count.

From the **author results** list you can click on **details** to access the **author details** page.

Please note, some documents in SciVerse Scopus do not have sufficient information for SciVerse Scopus to match them together accurately, even though they may be written by the same author. To ensure that your selection is complete, it is advisable to review the results list and, if necessary, add single unmatched authors to your selection by placing a tick in the checkbox next to the name.

The screenshot displays the SciVerse Scopus author search interface. At the top, there is a navigation bar with 'Search', 'Sources', 'Analytics', 'My alerts', 'My list', and 'My settings'. Below this is a 'Quick Search' bar. The main section is titled 'Make Author Selection' and contains a search form with the following fields: 'Author Last Name' (with a green circle 1), 'Initials or First Name' (with a green circle 2), and 'Affiliation'. A 'Search' button is located at the bottom right of the form. To the right of the form is a note: 'A link to a details page is only shown for authors with more than one document in Scopus. Documents with insufficient data may not be matched; this can lead to more than one entry in the results list for the same author. About Scopus Author Identifier...'. Below the search form is a 'Refine results' section with various filters for Source Title, Affiliation, City, Country, and Subject Area. The 'Author results: 2' section shows a table with columns: Author, Documents, Subject Area, Affiliation (most recent), City, and Country. The first two rows of the table are highlighted, and the first row has a green circle 3 next to the author name 'Stambrook, Peter J.' and a green circle 4 next to the 'Show Last Title' link. The footer of the page contains 'About Scopus', 'Contact and Support', 'About Elsevier', and 'Privacy Policy'.

1 Last name

2 First name

3 Author name variants

4 Author details

## View author details

The **author details** page gives you contextual information about an author so you can verify this is the person you are interested in. You can view the following:

- Most recently published affiliation
- Number of references in SciVerse Scopus
- h-index
- Number of Web results from Scirus
- Author Evaluator button, showing a visualization of an author's output
- Number of documents in SciVerse Scopus
- Number of documents that have cited this author
- Number of co-authors
- Subject areas in which the author has published

In the **history section** you can also view the **publication range**, **source history** and **affiliation history**, to help you evaluate and identify the author.

The author's documents can be added to a list that can be saved or viewed at a later date. For further in-depth analysis and to generate a citation overview for the author's articles, click on **citation tracker**.

The screenshot shows the SciVerse Scopus author details page for Peter J. Stambrook. The page is annotated with numbered callouts (1-10) pointing to various features:

- 1:** Feedback icon
- 2:** Find unmatched authors link
- 3:** Affiliation information
- 4:** Documents count
- 5:** Citations count
- 6:** Author citation alert button
- 7:** h-index
- 8:** Co-authors count
- 9:** History section
- 10:** Author evaluator button

The page includes sections for Personal information, Research statistics, Documents, and Cited by since 1996.

- 1 Feedback
- 2 Find unmatched authors
- 3 Affiliation
- 4 Documents
- 5 Citation tracker
- 6 Author citation alert
- 7 h-index
- 8 Co-authors
- 9 History
- 10 Author evaluator

## Track citations

The **citation overview** generates an **overview** of the articles and the numbers of times they have been cited year by year since 1996. Citation information is calculated in real-time, using the most up-to-date information in SciVerse Scopus.<sup>3</sup>

You can sort the citation overview by years or number of citations in descending or ascending order but you can also change the date range. By default, you will see an overview for the last two years. To evaluate an author, you can also exclude the author's self-citations by ticking **exclude** from **citation overview**.

Mouse over a particular result to view the full reference or click on the article title to go to the record. By clicking on the citation count, an overview of all citations for the selected record in the selected time period is displayed.

Once you have created a **citation overview**, you can export this information to a CSV file and save the document for later. You can also choose a printer-friendly format, which includes both the **citation overview** and the full reference for each of the documents included in your overview (up to 200 documents can be displayed and printed at a time).

Save the list of documents in **my profile** and return to it to generate an updated **citation overview** for a previously saved list of documents. Any citations received since the last visit will be included in the new overview.

The screenshot shows the 'Citation overview' page for Peter J. Stambrook. It includes a navigation bar, a search bar, and a 'Citation overview' section with the following elements:

- 1**: Export and print buttons.
- 2**: Overview options section with checkboxes for 'Exclude from citation overview' (Self citations of selected author, Self citations of all authors).
- 3**: Sort documents dropdown menu.
- 4**: Date range selector (2008 to 2010).
- 5**: Citations table with columns for years and a subtotal.
- 6**: Save to list button.
- 7**: View article reference button.

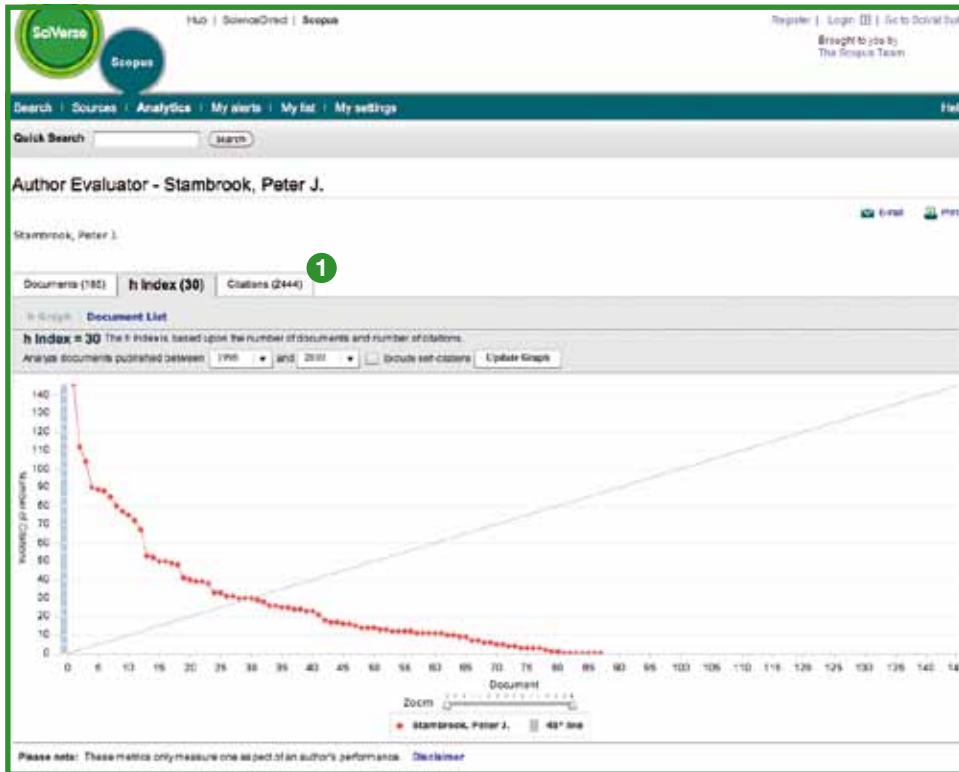
	Citations					Subtotal	2010	Total
	<2006	2006	2009	2010				
Total	3270	220	226	188	635	0	3905	
1		3	7	2	12		12	
2		2	5	4	11		11	
3			3	1	4		4	
4				3	2		5	
5	1	4	3	3	10		11	
6		8	10	6	24		24	
7		4	4	1	9		9	
8	3	1			1		3	
9					0		0	
10					0		0	
11	3	3	4	4	11		11	
12	2	2	0		4		10	
13					0		0	

- 1** Export and print
- 2** Exclude self-citations of all authors
- 3** Sort documents
- 4** Date range
- 5** Citations
- 6** Save to list
- 7** View article reference

<sup>3</sup> It can also process up to 2,000 documents simultaneously and send up to 5,000 documents via e-mail as a CSV file.

## Evaluate an author

The **h-index** provides a means of evaluating an author's output from 1996 to the present, thereby providing an overview of an author's citations and publications over time. The **h-index** visualizes the author's **h-index** at the point that the h-line and the curve representing the number of citations for each article intersect.



1 Citations



## SciVerse Scopus affiliation identifier

From the **affiliation search** tab, you can search for affiliations using the SciVerse Scopus Affiliation Identifier. Simply enter the name of the institute and name variants will be automatically disambiguated.

You will be presented with a list of all the affiliated institutes from which you can select the one in which you are interested. The results include the number of documents that an institute has published and the **details** icon. You can choose to display the results by document count, city or country.

The screenshot displays the SciVerse Scopus Affiliation Identifier interface. At the top, there are navigation links for 'Search', 'Sources', 'Analytics', 'My alerts', 'My list', and 'My settings'. A 'Quick Search' box is present. The main section is titled 'Make Affiliation Selection' and contains a search form with the text 'university of toronto' and a 'Search' button. To the right, there is a brief description of the tool. Below the search form is a 'Refine results' section with filters for 'City' (Toronto (33), Mississauga (1)) and 'Country' (Canada (34)). A 'Display' dropdown is set to 'Documents'. Below the filters, it says 'Select one or more affiliations and click show documents. Affiliation results: 34'. A table of results follows, with columns for 'Affiliations', 'Documents', 'City', and 'Country'. The table lists 8 affiliations, with the first one being 'University of Toronto' with 121246 documents. A red circle '1' is placed next to the 'Affiliation results: 34' text, and a red circle '2' is placed next to the 'Documents' column header in the table.

Affiliations	Documents	City	Country
1 <input type="checkbox"/> University of Toronto University of Toronto Find unmatched affiliations	121246	Toronto	Canada
2 <input type="checkbox"/> Hospital for Sick Children, Toronto Hospital for Sick Children University of Toronto Find unmatched affiliations	23184	Toronto	Canada
3 <input type="checkbox"/> York University Canada York University Find unmatched affiliations	17695	Toronto	Canada
4 <input type="checkbox"/> University of Toronto, Faculty of Medicine University of Toronto Find unmatched affiliations	8902	Toronto	Canada
5 <input type="checkbox"/> Saint Michael's Hospital, Toronto St Michael's Hospital University of Toronto Find unmatched affiliations	7040	Toronto	Canada
6 <input type="checkbox"/> Ryerson University Ryerson University Find unmatched affiliations	5252	Toronto	Canada
7 <input type="checkbox"/> University Health Network University Health Network Find unmatched affiliations	4203	Toronto	Canada
8 <input type="checkbox"/> Princess Margaret Hospital, Toronto Princess Margaret Hospital University Health Network Find unmatched affiliations	3864	Toronto	Canada

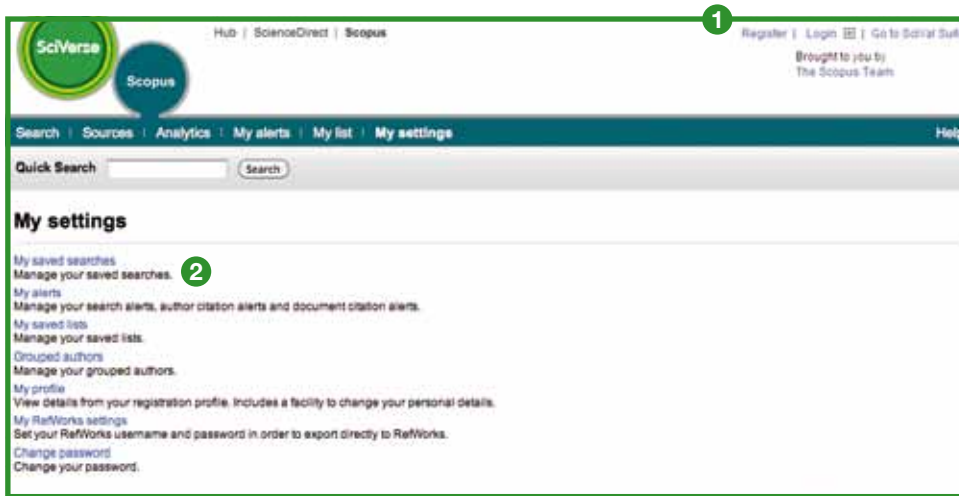
- 1 Total number of affiliations
- 2 Total number of documents



## Stay up-to-date

SciVerse Scopus offers a number of personalization options enabling you to stay up-to-date: register for a user name and password, set up a search alert to receive results directly in your inbox or via your RSS feed and save your search history.

## My settings



- 1 Register
- 2 Saved searches

In order to take advantage of the personalized features in SciVerse Scopus, you need to register for a username and password by setting up a personal profile. You can set up your profile by clicking on **register** in the top right-hand corner of any page in SciVerse Scopus. If you would like to be able to access SciVerse Scopus remotely please request a remote login username from your librarian instead.

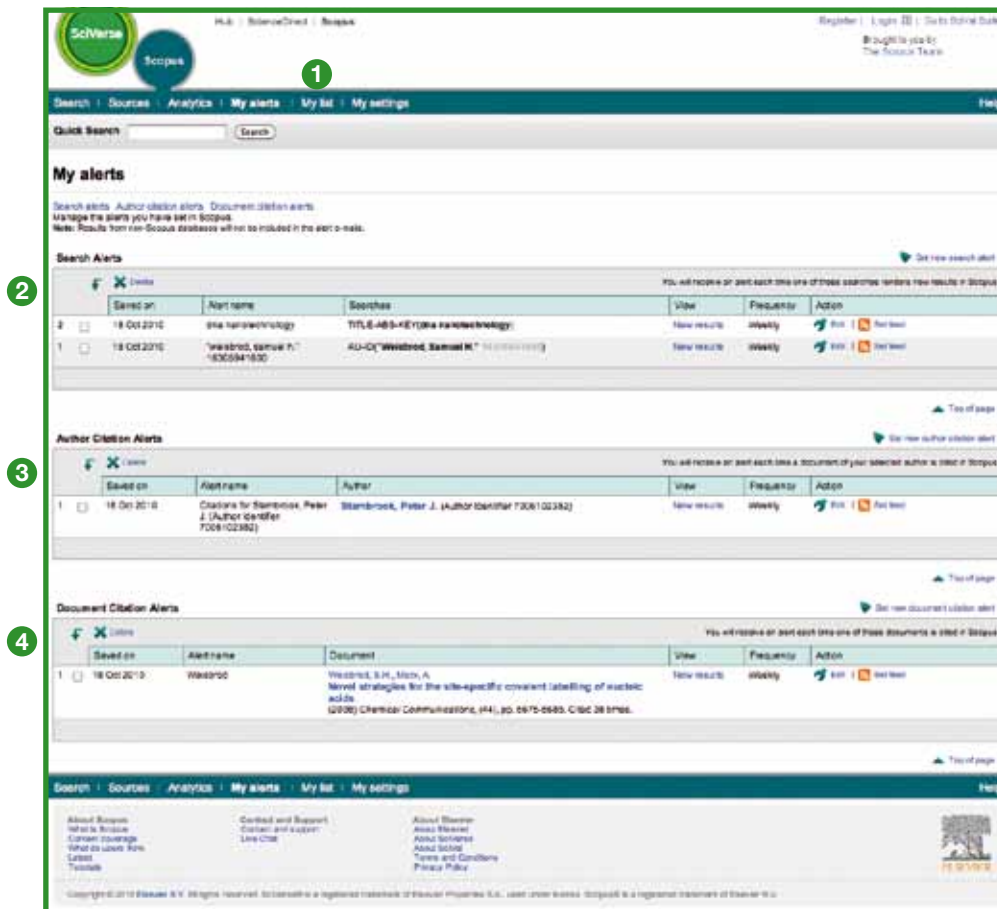
### My Settings allows you to manage your:

- My saved searches
- My alerts
- Grouped authors
- Claimed author pages
- My profile
- My RefWorks settings
- Change your password
- Manage your applications in the App Marketplace

# Alerts and feeds

You can save your search or set up a search alert to be notified of new results daily, weekly or monthly. These results will be delivered to your inbox. You can also add a search to your RSS reader so that it retrieves the latest articles that match your search.

You can set up an **author citation alert** on the **author details** page to notify you of all new incoming citations for your published documents. Alternatively, you can also set up a **document citation alert** for an article from the results overview or the record page. You will receive an overview of the latest citations daily, weekly or monthly in your inbox. You can also select specific results and save them to **my list** for future use.



- 1 My list
- 2 Search alerts
- 3 Author citation alerts
- 4 Document citation alerts

## Search history

Following one or more searches, click on **search** to see your session based search history at the bottom of the page. From here, you can combine searches and also edit, save or set up an alert for a particular search. You can also save searches from each session in **my profile** for future use.

To find the latest results related to your topic, limit your search to results which have been added to SciVerse Scopus I in the last 7, 14 or 30 days.

## Sources

When searching for a particular journal, you can start your search via **sources** at the top of the page. Start browsing the list of journals by title, subject area, source type or subscription status (if applicable). The **sources** page displays active versus inactive titles, title history such as title changes and the latest issues covered by SciVerse Scopus.

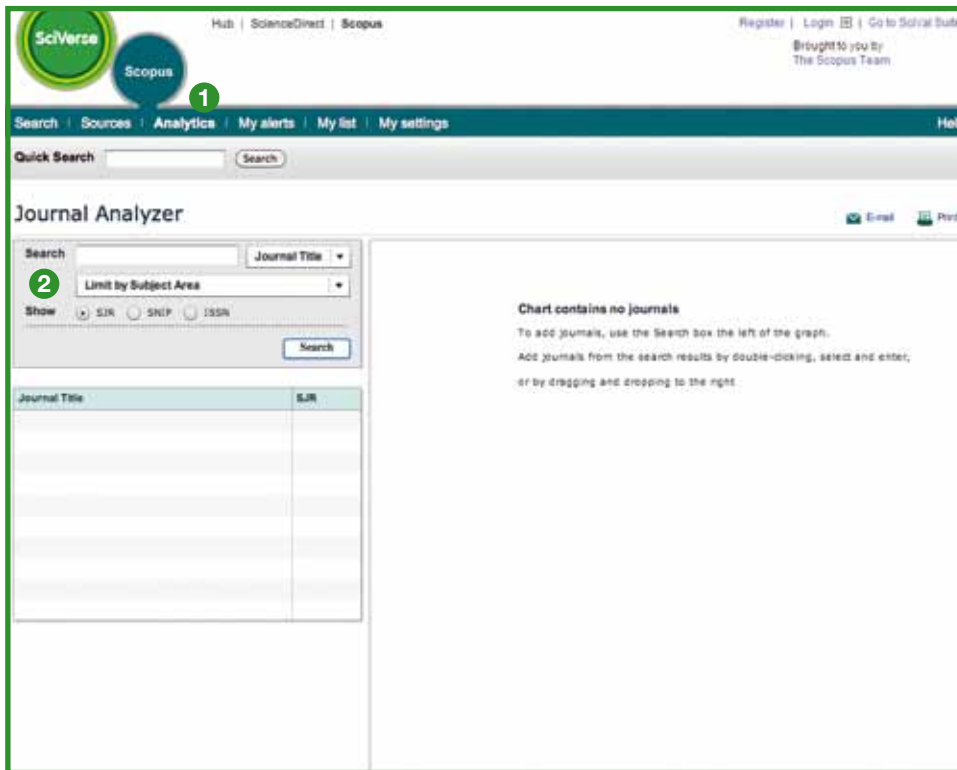
The screenshot displays the SciVerse Scopus interface for the journal 'Nature Cell Biology'. The page includes a search bar, navigation links, and a detailed view of the journal's metadata and document availability. The following table summarizes the document availability data shown in the screenshot:

Year	Number of Documents	Action
Latest issue: Volume 12, Issue 10 (October 2010)		View citation overview
2010	172 Documents	View citation overview
2009	248 Documents	View citation overview
2008	235 Documents	View citation overview
2007	236 Documents	View citation overview
2006	252 Documents	View citation overview
2005	238 Documents	View citation overview
2004	235 Documents	View citation overview
2003	245 Documents	View citation overview
2002	271 Documents	View citation overview
2001	279 Documents	View citation overview
2000	273 Documents	View citation overview
1999	168 Documents	View citation overview

- 1 Title
- 2 Title details
- 3 SciVerse Scopus coverage years
- 4 SJR journal citation metric
- 5 SNIP journal metric
- 6 View Journal Analyzer

# SciVerse Scopus Journal Analyzer

Access the SciVerse Scopus Journal Analyzer via **sources** or use the **analytics** tab to select the journals you would like to compare. Refine your search by using the **Journal Title**, **ISSN** or **Publisher** options and select a subject area.



1 Analytics

2 Search journals

Add the journal from the search result to the chart by:

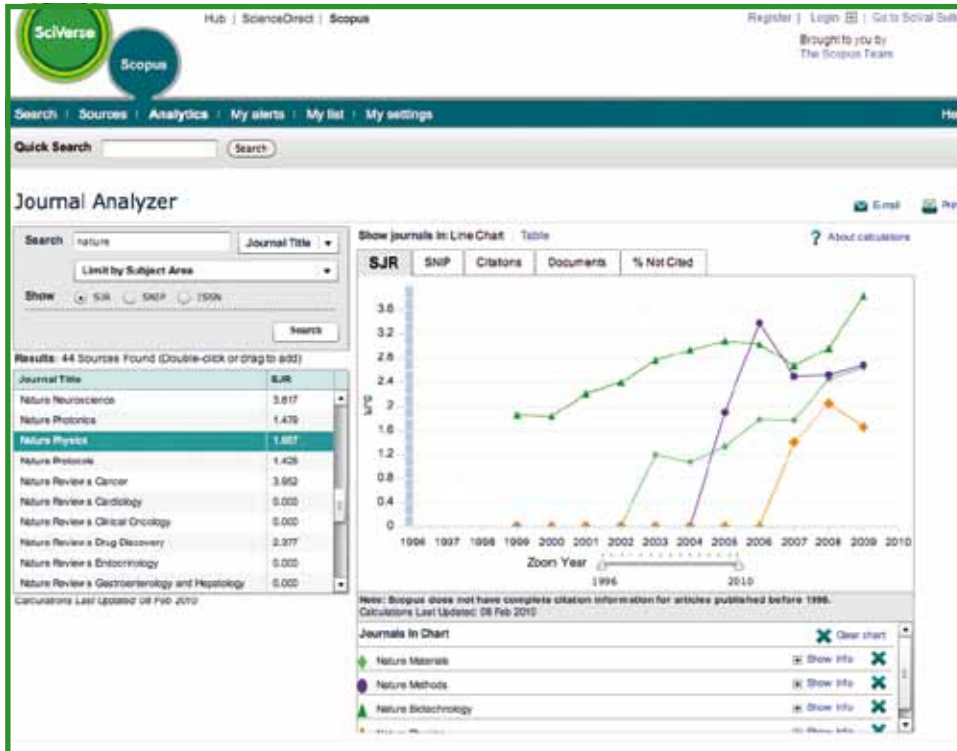
- Double clicking it
- Selecting it and hitting enter
- Or by dragging and dropping to the right

Select up to 10 journals for the overview.

The functionality provides you with five graphical representations of the journals.

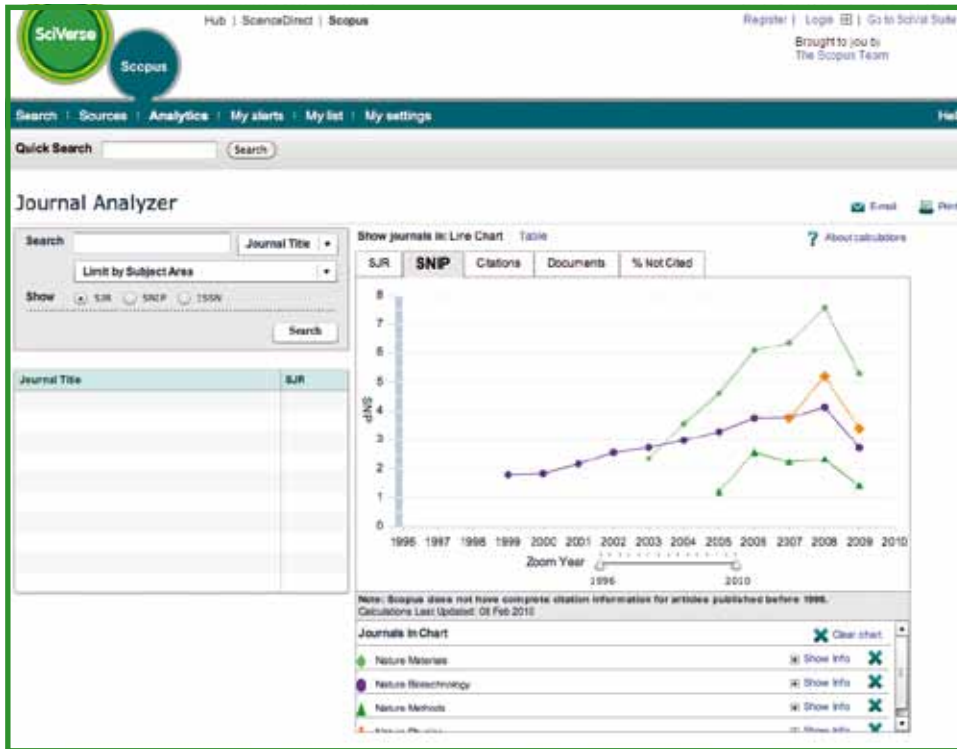
## SJR journal metric

SJR (SCImago Journal Rank) journal metric graph shows the SJR value of the journal. With SJR, the subject field, quality and reputation of the journal has a direct impact on the value of a citation.



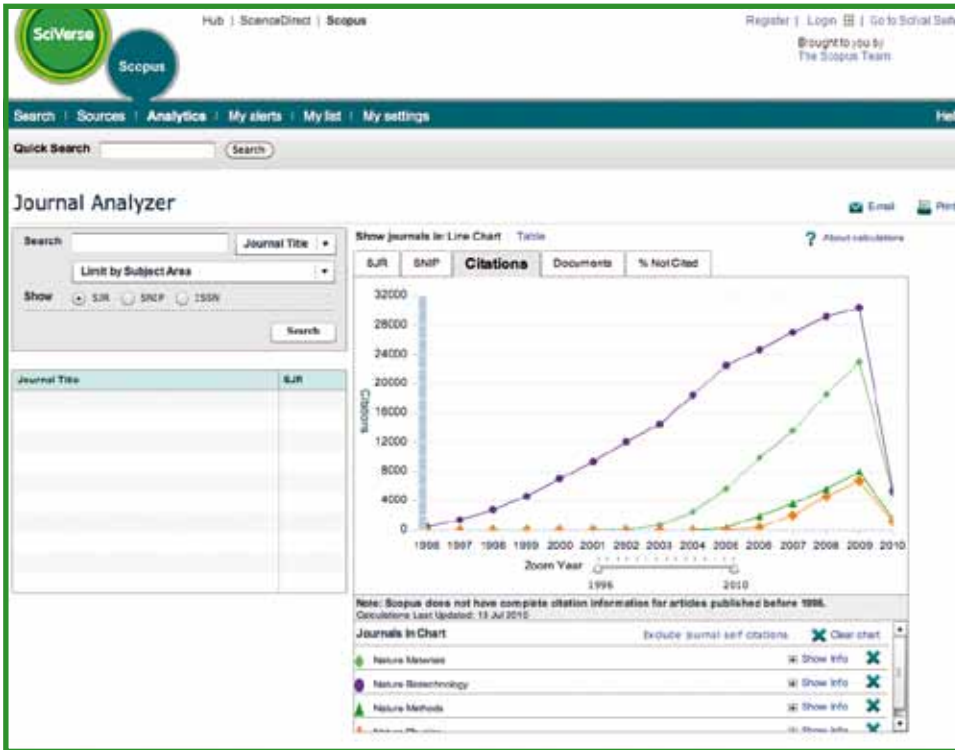
## SNIP (Source-Normalized Impact per Paper) journal metric

SNIP (Source-Normalized Impact per Paper) journal metric graph shows the SNIP value of the journal. SNIP measures contextual citation impact by weighting citations based on the total number of citations in given subject area.



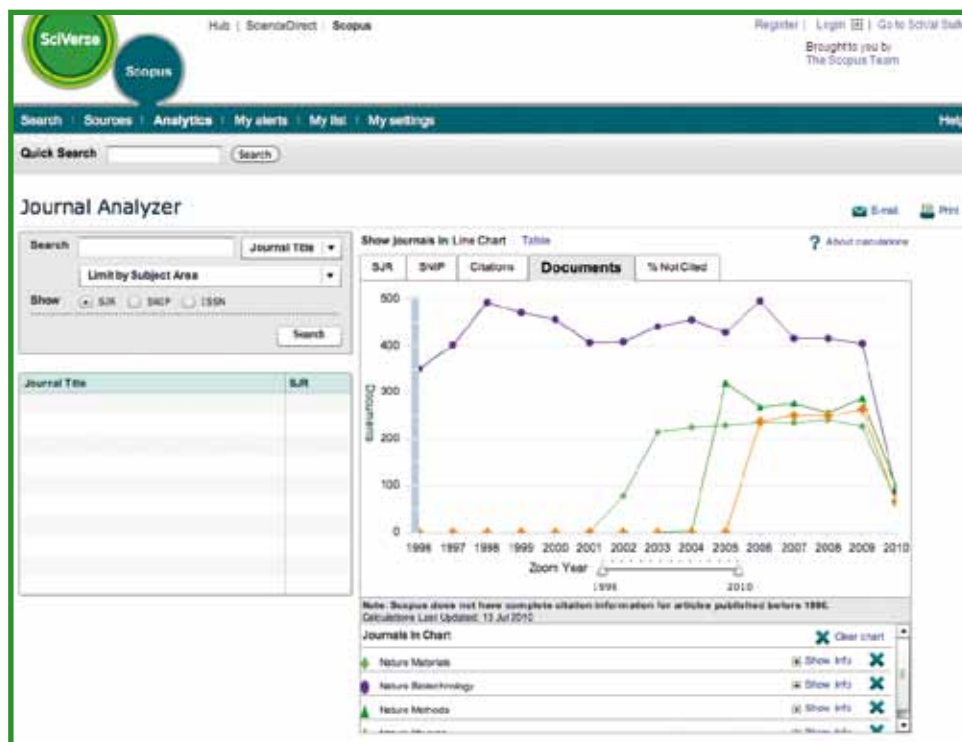
# Citations

The **citations** graph displays the total number of citations received over the course of each year. The points in the graph represent the total number of citations received in that year, regardless of the date when the cited document was published.



## Documents

The **documents** graph shows how many articles were published by each journal over time as a basis for comparison.



## To find additional help

For more information about using SciVerse Scopus, please visit our online resources:

- Elsevier's dedicated information center for SciVerse Scopus - <http://www.info.sciverse.com/scopus>
- SciVerse Scopus demos and tutorials - <http://www.info.sciverse.com/scopus/scopus-training/resourceibrary/trainingmaterial/>
- The online SciVerse Scopus Help desk - <http://help.scopus.com/flare/>