

**Research Repository**  
**Information for researchers in the Faculty of Science**

**1. The following templates are the most useful for your publication/outputs:**

| <b>Type of publication</b>                     | <b>Repository template</b>   |
|--|--|
| Authored book                                  | Book/Report > book   |
| Book chapter                                   | Chapter in a book/conference paper > chapter (peer reviewed)                 |
| Book chapter (private published)               | Chapter in a book/ conference paper > chapter                                |
| Journal article                                | Contribution to journal > article  |
| Journal letter                                 | Contribution to journal > letter   |
| Other journal contribution (review/lit review) | Contribution to journal > literature review or review article                |
| Major Review                                   | Contribution to journal > literature review                                  |
| Conference paper (full)                        | Chapter in a book/conference paper > conference paper                        |
| Extract of conference paper                    | Contribution to conference > abstract  |
| Edited volume of conference proceedings        | Book/report > Anthology  |
| Entry in encyclopaedia                         | Chapter in a book/conference proceeding > entry for encyclopaedia/dictionary |

**2. Individual online importers**

The following online importers can be set up to automatically search and pull in records authored by you:

- Scopus
- Web of Science
- PubMed
- Mendeley

- SAO/NASA – astrophysics data system
- CrossRef
- CAB Abstracts

### 3. Editing your profile and other fields in the Repository staff view

The Repository pulls in data from several other data sources which are updated regularly via a synchronisation. As such synchronised fields should not be edited as any changes made to these fields will be lost when the next sync is run.

Synchronised fields in the profile section that should not be edited include:

| Repository field          | Source data              |
|---------------------------|--------------------------|
| First name                | Alesco                   |
| Last name                 | Alesco                   |
| Name variant              | Alesco                   |
| Title                     | Alesco                   |
| Gender                    | Alesco                   |
| Profile photo             | Contact directory        |
| Profile                   | Contact directory        |
| Organisation affiliations | Alesco/internal database |

### 4. Other Content types

#### a. Applications

You cannot add or records to this content type.

#### b. Projects and Awards

You cannot edit existing records as the data is being pulled in and synchronised with InfoEd, the University's grants management system.

#### c. Datasets

You can see any datasets that had been submitted to our old data repository Research data online. At the moment it is not possible to edit or add new datasets.

We are currently migrating all research dataset metadata, files, handles and DOIs from RDO to the Research Repository. Once this migration is complete, you will soon be able to add datasets to the Research Repository directly and RDO will be decommissioned.

d. Student theses

Records cannot be added to this content type.

e. Curricula Vitae

You can create a CV within in the repository but please note it will not be available publicly.

Visit the Research repository [FAQs](#) for more information

## 5. Non-by lined publications

If you have not used the University of Western Australia byline, you will be required to fill an affiliation letter. Please use the template below:

Please note the correct University byline is “University of Western Australia”

Affiliation letter template

### MEMORANDUM

Date: xxxxxx 2017

### PUBLICATIONS – AUTHOR AFFILIATION

This is to confirm that I undertook the research leading to the publications listed below in my capacity as a staff member or student at the University of Western Australia.

*Citation details here (any citation style is fine)*

**Author’s Name**

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Author’s Signature