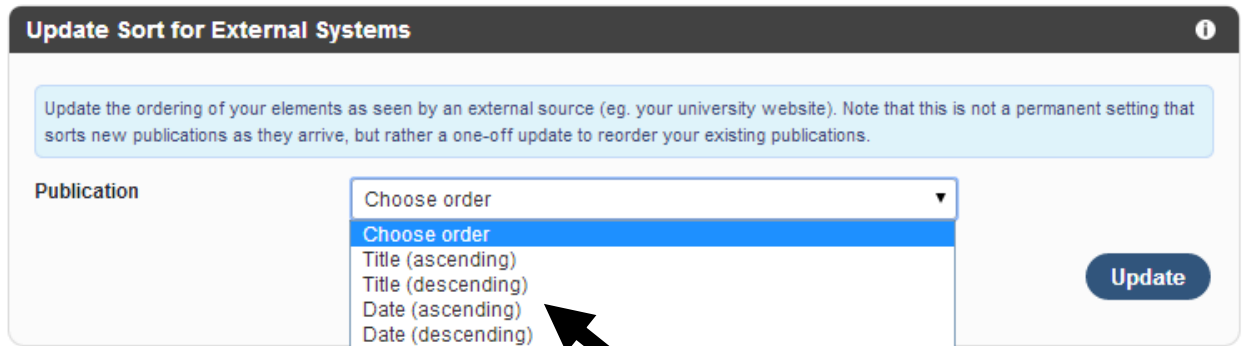# IRIS: EXPORTING A LIST OF YOUR PUBLICATIONS

Here are two ways to Export details of your publications.

EXPORT OPTION ONE:

Prior to exporting your publications, click on the 'Account Settings' link

Update Sort for External Systems

Update the ordering of your elements as seen by an external source (eg. your university website). Note that this is not a permanent setting that sorts new publications as they arrive, but rather a one-off update to reorder your existing publications.

Publication

Choose order
- Choose order
- Title (ascending)
- Title (descending)
- Date (ascending)
- Date (descending)

Update

Select the order you want the publications to appear in,

then click the blue 'Update' button

Logged in as
Adrienne
Anderson   LOG OUT   IMPERSONATE ANOTHER USER

ACCOUNT SETTINGS   HELP

THE UNIVERSITY OF
WAIKATO
Te Whare Wānanga o Waikato

Home | Profile | Elements | PBRF | Reporting | Explore

Click on the 'Home' tab

My Publications

		Author	
Books	➕	0	
Chapters	➕	1	Export ⬇
Conferences	➕	10	Export ⬇
Internet publications	➕	0	
Journal articles	➕	9	Export ⬇
Oral presentations	➕	0	
Posters	➕	0	
Reports	➕	0	
Scholarly editions	➕	0	
See more		2	
TOTAL		22	Export ⬇

Click on the 'Export' link then from the drop down list,

select the format you want the exported data in

EXPORT OPTION TWO: APPLYING FILTERS

Exported publications are ordered by category type, and then by date

Click on the 'Elements' tab

🏠 | Profile | **Elements** | Explore

🏠 Profile | **Elements** | Explore | Te Whare Wānanga o

Navigation

Profile +

- **Elements** −

  📖 Publications ✦
  ⊘ Create Links

Explore +

Available elements

📚 **Publications**

🏅 Grants

💼 Professional activities

🎓 Teaching activities

🗂 Projects

⚗ Equipment

Click on the 'Publications' Element

Apply any required **Filters**

then,

Change the results to 100 per page

My Publications

Add a new publication

Navigation

My Profile

My Elements

Publications
Import
Search
Settings

Organisational
Structures

PBRF

HERDC

Reporting

Explore

System Admin

Module Admin

Mine (18)   Pending

Sort by Reporting date (newest to oldest) ▼   Results per page 10 ▼   1–10 of 18   1 2 >

☐ Select all   ❌ Reject   ◻ Export   Compact view

☐ ...d observed relationships between biodiversity and ecosystem functioning during secondary succession in a tropical lowland rainforest [doi>]

Journal article ✏

Summary   Waikato users (1)   History (2)   Data sources (2)   Relationships (1)

Bu W, Zang R, Ding X, Anderson AE
Acta Oecologica 55:1-7 Article Number C Feb 2014 DOI
Reporting date: 01 Feb 2014 Edit

Journal Rankings					Citations			Altmetrics
ISSN	SNIP	SJR	ERA2010	Impact Factor	Scopus	WoS	WoS Lite	?
1146-609X	0.940	0.755	B	-	?	?	?	

☐ ...ed ...Titl...

Journal article ✏

Summary   Waikato users (1)   History (1)   Data s...

Anderson AE
Journal Name 5:1-2 03 Dec 2013
Reporting date: 03 Dec 2013 Edit

Journal Rankings

ISSN	SNIP	SJR	ERA2010	Impact Fac...
0000-0000	-	-	-	-

☐ The changing geography of world trade: Projections to 2030 [doi>]

Journal article ✏

Summary   Waikato users (2)   History (1)   Data sources (3)   Relatio...

Anderson K, Strutt A
Journal of Asian Economics 23(4):303-323 Aug 2012 DOI
Reporting date: 01 Aug 2012 Edit

Filter results

Relationship type:

Author of ▼

Title

Journal

Reporting date from

📅

Reporting date to

📅

Publication type

[no filter] ▼

Reset   Filter

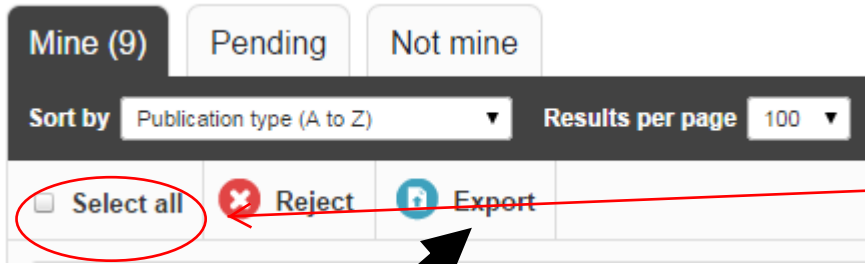Click the tick boxes beside the publications you want included,

or

Click 'Select all'

Note that this filter finds outputs that have been "authored" by you but not necessarily items that you have edited. You may need to run a second filter after you complete this download for any missing edited books or journals if you want them to be included in your outputs list. To do this change the relationship type from "author of" to "editor of" using the dropdown menu.
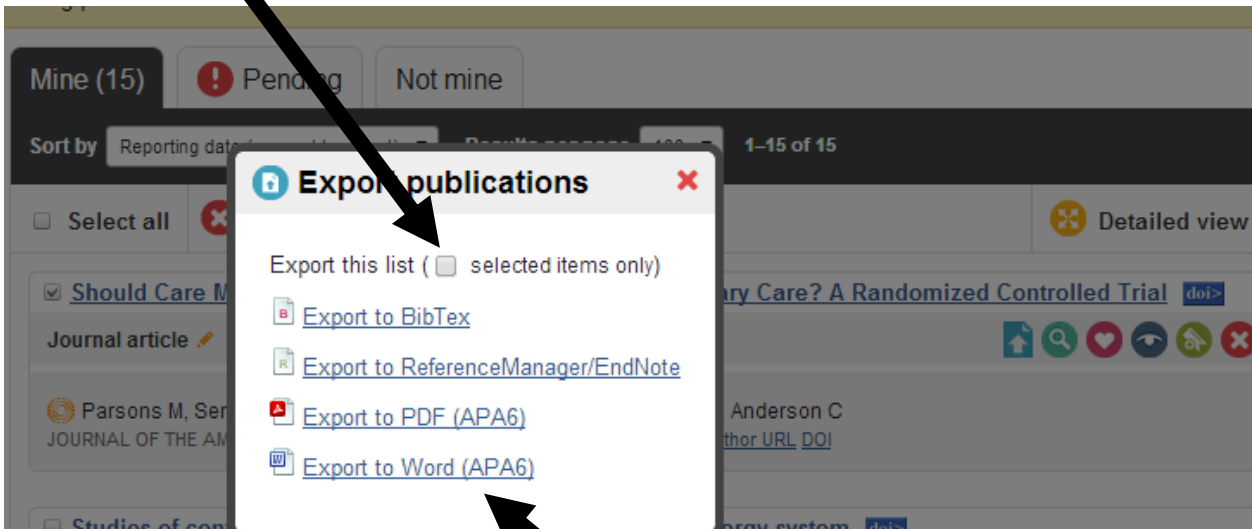
Apply filter by clicking here

Add reporting date from: 1 Jan 2012 and reporting date to: current date

Mine (9)   Pending   Not mine

Sort by   Publication type (A to Z) ▼   Results per page   100 ▼

☐ Select all   ❌ Reject   🔵 Export

Once you have filtered, tick the "select all" box again before clicking 'Export'

Click on 'Export'

Place a tick in the 'selected items only' check box

Mine (15)   ❗ Pending   Not mine

Sort by   Reporting date   1–15 of 15

☐ Select all   ❌   🟡 Detailed view

🔵 **Export publications**   ❌

Export this list (☐ selected items only)
📄 Export to BibTex
📄 Export to ReferenceManager/EndNote
📄 Export to PDF (APA6)
📄 Export to Word (APA6)

☑ Should Care M...   ...ry Care? A Randomized Controlled Trial [doi>]
Journal article ✏️   🏠🔍❤️👁🚫❌
Parsons M, Ser...   Anderson C
JOURNAL OF THE AM...   ...thor URL DOI
☐ Studies of con...   ...rgy system [doi>]

And then chose one of these export selections

This downloads as a rich text file. Change to a Word document that you can work with by either using "save as" or change .rtf to .docx.