

Home Screen

Sign into [BRIAN](#) with your BU Login and you will see the home screen, which contains a summary of your details and links to common tasks. NB The underlying software for BRIAN is called Elements.

home | my elements | explore | REF2014 | help

user profile | delegate | settings | change password

Summaries for Daniel Hook

Publications

You have 89 pending authored publications. Please review your pending authored publications and approve or decline each of these publications as appropriate.

	Author	Editor	Translator	Export
Books	Add new book	0	1	0
Chapters	Add new chapter	0	0	0
Conferences	Add new conference	0 / 9	0	0
Journal articles	Add new journal article	5 / 80	0	0
Patents	Add new patent	0	0	0
Reports	Add new report	0	0	0
Software	Add new software	0	0	0
Others		0	0	0
TOTAL		5 / 89	1	0

Professional activities

	Total	Export
Guest Lectures	Add new guest lecture	1
Committee Memberships	Add new committee membership	0
TOTAL		1

Search settings

Default search terms

- Name variants: "Hook D"
- Addresses: "Imperial College"
- Start date: [none]
- Keywords: [none]
- Journals: [none]

Online databases

- arXiv
- CiNii EN - not searched
- DBLP - not searched
- PubMed
- RePEc
- Scopus - not searched
- Web of Science

Automated search

- Download your [online database search history](#) in CSV/Excel format
- The last successful automated searches took place on 08 May 2012 at 12:25, searching the following online databases:
 - PubMed
 - Web of Science
 - arXiv
 - Web of Science (Lite)
 - RePEc
- You have been placed in a queue for an automated search of your publications. This will be the next automated search scheduled to take place after 09 May 2012 at 11:22

Delegation

You have delegated your rights to the following people:

- Charles Darwin

Files found online
3 arXiv files were found for 3 of your publications. More...

Notice of pending publications

Summary of your publications by relationship type

Export your publications for other programs

Add new publications via these links

Details of Professional Activities, along with editing and export links

Edit your search settings

Terms currently used to search the online databases e.g. name and address variants

Databases the system is currently searching

Details of recent and future searches

Anyone to whom you have delegated rights to help with your records

APPROVE PUBLICATIONS FOUND IN THE ONLINE DATABASES

The system will email you when it finds new publications in the online databases that match your search terms. These will be placed in the 'pending' section of your records to await your approval.

To view and approve or decline these publications, click on the link in the alert message at the top of your home screen.

Alternatively, you can click on 'publications' in the main 'my elements' menu, then click on the 'pending' filter button at the top of the list.

Approve or decline publications using the green 'tick' or red 'cross' buttons in their header bars.

Or you can select a number of publications using the check-boxes in their header bars, then approve or decline the marked publications with the large buttons at the top of the list.

The screenshot shows the 'Publications' page in the BRIAN system. At the top, there is a navigation bar with 'home', 'my elements', 'explore', 'assessment', and 'help'. Below this is a search bar and a 'logout' button. The main content area is titled 'Publications' and includes a 'View' section with a 'Relationship type' dropdown set to 'Author of'. The 'Status' section has three buttons: 'Approved' (green tick), 'Pending' (yellow question mark), and 'Declined' (red cross). Below this is a 'Summary (4 publications) and manual entry links' section with an 'Unfiltered' button. The main list of publications is shown below, with columns for 'Decline selected publications', 'Approve selected publications', and sorting options: 'by reporting date (newest to oldest)', 'by reporting date (oldest to newest)', 'by title (Z to A)', and 'by title (A to Z)'. There is also an 'Export this list' button. Three publications are listed, each with a checkbox and a 'PubQed' button. The first publication is 'Laser-induced fluorescence-cued, laser-induced breakdown spectroscopy biological-agent detection.' with a green checkmark. The second is 'Risk factors for liver transplantation waiting list mortality' with a red cross. The third is 'Cetuximab for the treatment of colorectal cancer.' with a red cross.

Filter to show only 'pending' publications

To approve or decline all marked publications, use these buttons

Sort the pending publications by date or title

Mark a publication using the check-box

Click to approve a correct publication

Click to decline an incorrect publication

TOOLS IN THE PUBLICATION SUMMARY BOXES

These tools will change various settings for each publication. More details about each of these tools are in the full *User Guide*, via 'help' in the main menu.

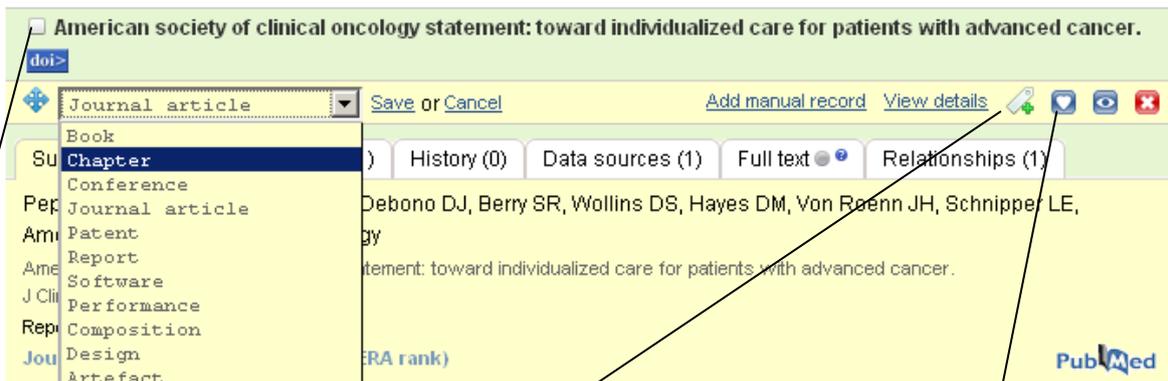
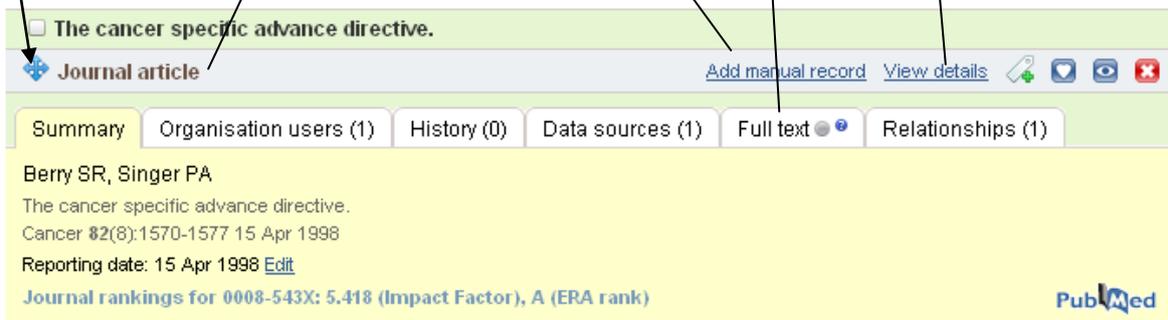
Add fulltext
open access
copy to BURO

Move a publication
up or down the list

Click the publication
type to edit – a drop
down box will open

Add a manual
record for a
publication

View full details
of a publication



A check-box to mark
an item for a bulk
action (carried out
with the large buttons
above the list)

Add a publication to your
workspace (used to join
matching publications
together)

Set a publication as a
favourite (use of this
function also depends on
your institution)

ADD MANUAL PUBLICATIONS

Click on the links at the top of the home screen, or expand the 'Summary' section at the top of the main publications screen, to add other types of publications not found in the online databases.

Fill in all the details of the publication that are available. It is not essential to complete all the fields.

Make sure you click on 'save' when finished.

Google Books

For books and chapters, you can also download information from Google Books to help complete the form. To search Google Books, type search terms into the first screen after choosing to add a book or chapter, then choose the correct publication from the list that appears.

The manual entry form will then be populated with the details received from Google Books and can be amended if necessary. Chapter titles, additional authors and page numbers will be needed

To enter all the book details by hand instead, click on 'skip this step' on the first 'add new book' screen.

Importing records from other sources

If you hold records in a reference management application (such as EndNote, Reference Manager or BibTeX) you can import them into BRIAN via the link in the 'my elements' sub-menu. The 'help' page contains a downloadable guide to the process of importing and exporting records.

The screenshot shows the 'Add publication data for journal article (Manual)' form. It includes sections for 'My relationship with this journal article', 'Bibliographic data', 'Key', 'Sub types', 'Title', 'Authors', 'Author URL', 'Editors', 'Addresses', 'Journal', 'Volume', 'Issue', 'Edition', 'Article number', 'Pagination', 'Publication date', 'Publisher', 'Publisher URL', 'Medium', 'ISSN', 'eISSN', 'PII', 'DOI', 'Country', 'Abstract', 'Keywords', 'Language', 'Notes', 'Status', and 'Other URL'. Several callout boxes provide instructions: 'Set the relationship type' points to the 'Relationship type' dropdown; 'Add authors one by one using this button' points to the 'Add' button next to the 'Authors' field; 'Add addresses one by one - type the details then click on the plus button' points to the 'Add' button next to the 'Addresses' field; 'Type keywords and journal names will appear automatically to choose from (sourced from the Australian Research Council database)' points to the 'Journal' dropdown; and 'Remember to save the manual publication' points to the 'save' button at the bottom right.

Depositing full text articles

This is to comply with Bournemouth University Academic Publications Policy on Open Access.

http://www.bournemouth.ac.uk/library/researchers/documents/academic_publications_policy.pdf

As most publishers allow the Accepted Version of journal articles to be made available this is the version we recommend authors deposit via BRIAN. The Accepted Version is the author-created final version that incorporates referee comments and is accepted for publication. It should not have the publisher's typesetting or logo applied.

Accepted version



Published version



Supplementary files of various file formats can also be deposited as files or as zipped folders.

A listing of publishers, their journals and policy on archiving in BURO is provided by the SHERPA/RoMEO project; see <http://www.sherpa.ac.uk/romeo.php>.

BURO staff will liaise with the copyright holder regarding the inclusion of full text for other publication types.

Depositing files step by step

Below the title of each record you will see a set of six tabs. Click on the 'Full text' tab (the second tab from the right). Click on the link 'Manage full text' where it says 'Manage full text' for this publication.



The File management box will open. Browse and select the file(s) you wish to deposit. Click on 'Upload'. As indicated above, please include your final version in the first instance.

Books are rarely allowed, although some publishers will permit the use of a sample chapter.

BURO staff can liaise with the publishers on your behalf to check permissions.

Click on 'Grant'  to confirm you are depositing the file(s) for possible dissemination via BURO. This process does not transfer copyright to BURO

When you have deposited the files you wish to transfer to BURO click on 'Home' in the top left hand corner of the screen to return to your BRIAN profile home page.

REFINE YOUR SEARCH TERMS

New searches take place periodically during the day. *BRIAN* will send a fortnightly email when it finds new publications for you to approve.

To improve the accuracy of the search, click on 'search settings' in the 'my elements' menu.

Search terms for each online database can be set individually.

The screenshot shows the 'Settings for automated publication gathering' page. At the top, there is a navigation bar with 'home', 'my elements', 'explore', 'pdir', and 'help'. Below this is a search bar and a 'logout' button. The main content area is divided into several sections:

- Summary:** Contains a list of search history items, including the last successful search on 28 Apr 2011 at 07:54, and the next automated search scheduled for 02 May 2011 at 17:53.
- Settings:** Shows that settings were last modified on 02 May 2011 at 17:23 by Miss Sian R Berry.
- Common search terms:** Includes fields for 'Name variants' (with a required field indicator), 'Addresses', 'Start date' (with a note on date formats), 'Keywords', and 'Journals'. Each field has a 'SWITCH TO ADVANCED VIEW' button.
- Online database IDs:** Features a dropdown menu for 'Online database IDs' and a 'save' button.
- Source-specific search terms:** Contains a table with columns for 'Data source', 'Simple', 'Advanced', and a 'save' button. The table lists various data sources like arXiv, CINI EN, CINI JP, IBLP, PubMed, Scopus, and Web of Science.

Click on 'search settings' in the 'my elements' menu

When you save new search terms, you will be placed in the queue for the next online search

Add all combinations of your name and initials under which you publish

You may need to add previous institutions or those with which you collaborate

Adding a start date or keywords will restrict the search further (only use if your name alone finds too many publications)

Enter the ID numbers of any publications that cannot be found using the search terms (these are different for each online database)

Expand these areas to alter settings for individual databases (see next page). Remove data sources if required.

Add database-specific search terms

Initially, each database will use the 'default' search terms.

To add database-specific search terms (e.g. a subject category for arXiv), expand the view by clicking on the plus sign next to the database name. **This is not recommended unless you have a very common last name.**

Uncheck the padlock column to separate search terms for a database from the default terms

Click on the plus sign to expand the view for an online source

Add subject categories (the ones shown here are arXiv-specific)

With the database separated from the default terms, each search setting can be unlocked and altered for this database

SEARCH OTHER PUBLICATIONS IN BRIAN

You can browse and search publications and activities by other academics in your institution by clicking on 'explore' in the main menu.

Choose 'search' from the sub-menu to search the database by keyword. You can save your searches and refer back to them regularly to see when new items appear.

Enter keywords

Restrict results by date

Choose to search only certain types of element

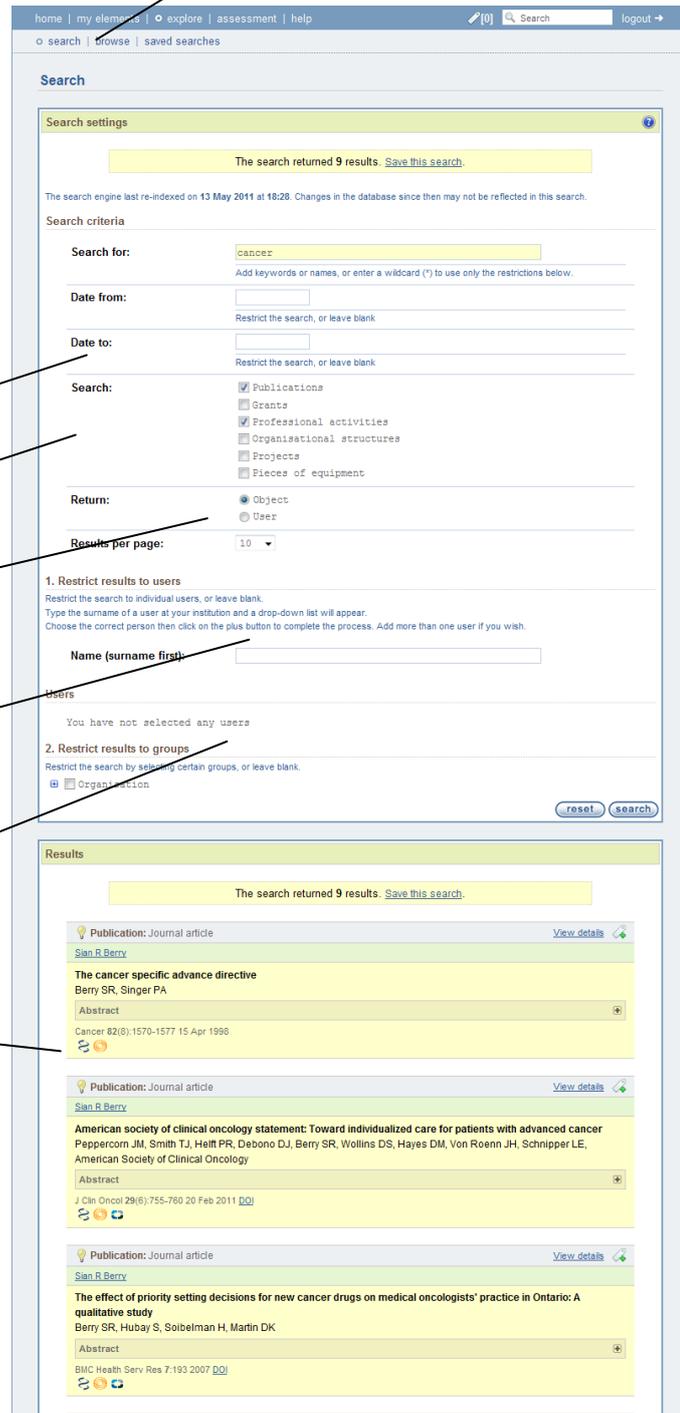
Choose to view results by 'object' (a list of publications or other elements) or by 'user' (a list of authors whose elements match your search)

Restrict the search to individuals or groups within your institution

List of results by 'object':

Click on an author's name to see their full profile, including a list of their collaborators in BU

Choose 'browse' instead of 'search' to see items added to BRIAN recently.



Browsers:

BRIAN is compatible with the following browsers:

Internet Explorer 9: ensure you have the latest update for IE9 if you are using this browser – early editions had some problems, which have now been corrected.

Internet Explorer 6+

Firefox 1.5 +

Mozilla 1.4 +

Safari 4+

Chrome

Quick Start Guide

ACTIVITIES AND OTHER RECORDS

You can also add other records to *BRIAN* in this way, including professional activities (such as awards and memberships) and grants.

Click on these headings in the main 'my elements' menu to view and edit these records.

CHOOSE A DELEGATE TO EDIT PUBLICATIONS FOR YOU

If you are too busy, you can delegate editing rights to another member of staff, in order for them to help you.

Set a delegate by clicking on 'home' and then choosing 'delegate' from the sub-menu.

Your delegate(s) will receive copies of your email alerts and will be able to log in (using their own credentials) and 'impersonate' you to edit your records.