I. Web of Science
Why to use Web of Science?

1. **Maximize the results of your limited research time**
   Monitor diverse outputs for new discoveries, potential partners, trending topics, and commercial opportunities in one intuitive interface.
2. **Conduct more comprehensive literature reviews**
   Find unique papers from niche resources focusing on specific subject areas and regions with an efficient tool to support systematic and literature reviews.
3. **Uncover hidden opportunities to advance your research**
   Discover technical information disclosed exclusively in patent documents and access data sets to validate study findings or reuse data in your own work.

Increase the breadth and depth of discovery

1. **Search efficiently**
   Cast a wide net with each search to easily locate datasets, conference papers, books, dissertations, preprints, and patents alongside content from the world's leading journals.
2. **Extend searches to related disciplines**
   Explore the full spectrum of biomedical literature from agriculture to public health to zoology with several databases focused on multidisciplinary life sciences content. Find content relevant to researchers across many fields, including physics, engineering, and food science, with specialty collections.
3. **Discover research across the globe**
   Delve into locally focused research with four regional citation indexes that increase coverage of journals published throughout Latin America, South Africa, Mainland China, South Korea, and the Arab world.
4. **Consult unpublished findings**
   Incorporate the novel information from dissertations and theses, technical patent applications, datasets generated during studies, and early preprints into your research process.
5. **Trace the evolution of an idea**
   Over 150 years of comprehensive data enables you to explore the full scope and origins of an idea.
6. **Stay up to date**
   Multidisciplinary coverage helps you find cutting-edge discoveries, while daily updates and a suite of alerts help you stay current on a topic, monitor competitor activity, and track who is citing your work and the work of others.

How to use Web of Science for research?

The Web of Science database is helpful throughout the research and writing process, from the start of literature review to the end of citation analysis. Here are a few ways it helps researchers:[3]
1. **Find suitable articles:** By examining the journals that publish articles similar to their research, authors can identify suitable target journals for their own work.
2. **Discover related literature:** The platform's citation indexing feature allows you to discover connections between different publications, making it easier to identify related works.

3. **Write review articles:** The ability to establish connections between articles and identify influential studies also enables you to evaluate a vast amount of content. This can be leveraged for routine academic reviews and even more rigorous scientific assessments.
4. **Discover impactful studies:** Users can see how often a particular study has been cited by other works. More citations often indicate a study's influence and significance in its field.

How to search in Web of Science?
Simple searches
Using Web of Science for basic searches involves using clear and specific keywords related to your research topic. After obtaining a list of results, you can refine them using filters such as publication year, document type, and language. Each result typically includes essential details like the title, authors, source (journal), and an abstract summarizing the study. If full-text access is available, you can read the complete article.

Refine results
Optimize searches using Boolean operators by using logical connectors strategically. This increases the precision and relevance of your search results. Use "AND" to narrow your search by requiring the presence of both terms, "OR" to broaden it by including either term, and "NOT" to exclude specific terms. Parentheses help group terms and control the order of operations, while quotation marks specify an exact phrase.

Find full text articles
For full-text articles on Web of Science, start by conducting a search using relevant keywords and filters. Once you identify an article of interest, check for direct links to the full text. Look for options like "PDF," "HTML," or "Full Text" next to the article information. If these links are not available, explore additional options such as "Find It" or "Check for Full Text." [2][3][4]

How to identify open access articles:
To identify open access articles, initiate a search using relevant keywords and review the initial results. Utilize the "Open Access" filter, to refine your results to include only open access articles. Additionally, some databases use specific icons or indicators to highlight open access content, so be on the lookout for symbols like an unlocked padlock or the "Open Access" logo.

Consistently accessing and searching academic literature is crucial for staying updated on the latest developments in your research field. This ongoing process empowers you to stay informed about relevant topics, from discovering literature to targeted searches, journal selection, and identifying emerging trends. Databases like Web of Science offer valuable resources to support these activities, aiding in maintaining a current and comprehensive understanding of your research area.

References:
1. Web of Science platform, Clarivate Analytics website. Available online at https://clarivate.com/products/scientific-and-academic-research/research-discovery-and-workflow-solutions/webofscience-platform/
2. Birkle, C., Pendlebury, D.A., Schnell, J., Adams, J. Web of Science as a data source for research on scientific and scholarly activity. Quantitative Science Studies, February 2020. Available online at https://direct.mit.edu/qss/article/1/1/363/15569/Web-of-Science-as-a-data-source-for-research-on
3. BRR 100: Great Experiments in Bioresource Sciences, Oregon State University website. Available online at https://guides.library.oregonstate.edu/c.php?g=286006&p=2748541
4. Bibliometrics and Altmetrics: Measuring the Impact of Knowledge. University Libraries, University of Maryland website.
   Available online at https://lib.guides.umd.edu/bibliometrics/WEB_OF_SCIENCE

II. Incites

Why to use Incites?

- **Inform strategic planning**
  What academic, government, and corporate organizations produce the most impactful research?
- **Benchmark against peers**
  What is my institution's position among other research institutions around the world?
- **Demonstrate funding outcomes**
  What trends exist between funders and awardees?
- **Optimize collaborations**
 Who are the key opinion leaders in a particular discipline or region?

The InCites Explorer is a tool for analyzing the People, Organizations, Regions, Research Areas, Journals, Books, Conference Proceedings and Funding Agencies included in the InCites dataset and is powered by the Web of Science Core Collection indexes. Data in InCites is updated monthly (usually towards the end of the month) and is based on the Web of Science data extracted towards the end of the previous month. The data update schedule for InCites is available here.

After registration and sign-in, you will be directed the main landing page within the application where InCites data is organized in to three main boxes as shown below.

The header bar at the top serves as a quick access toolbar where you can jump of each individual entity or reports or organize your data into folders and dashboards.

The question mark at the bottom right is called as the "Resource Center" and allows you to view Product Announcements, Guides and walk-throughs.

The three main boxes in the center of the page navigates you to three different places in the application as shown below
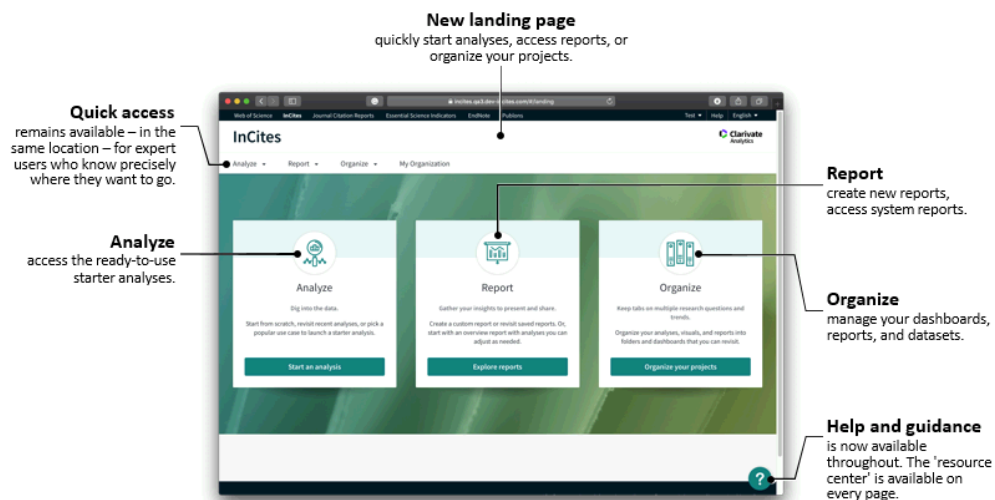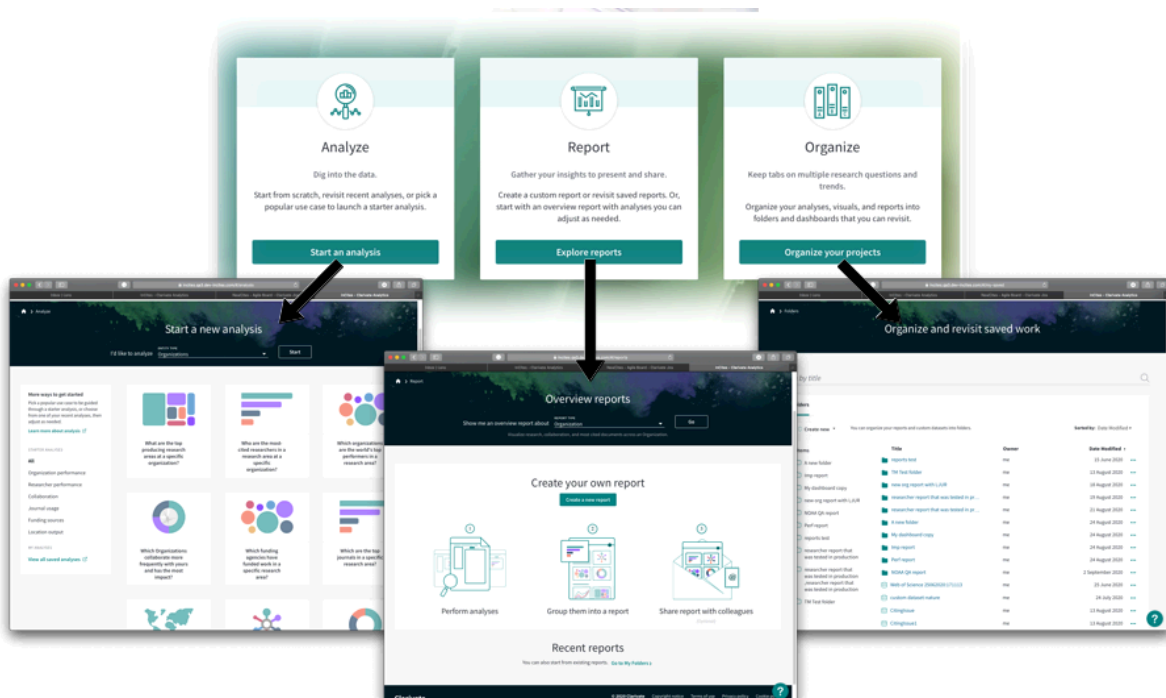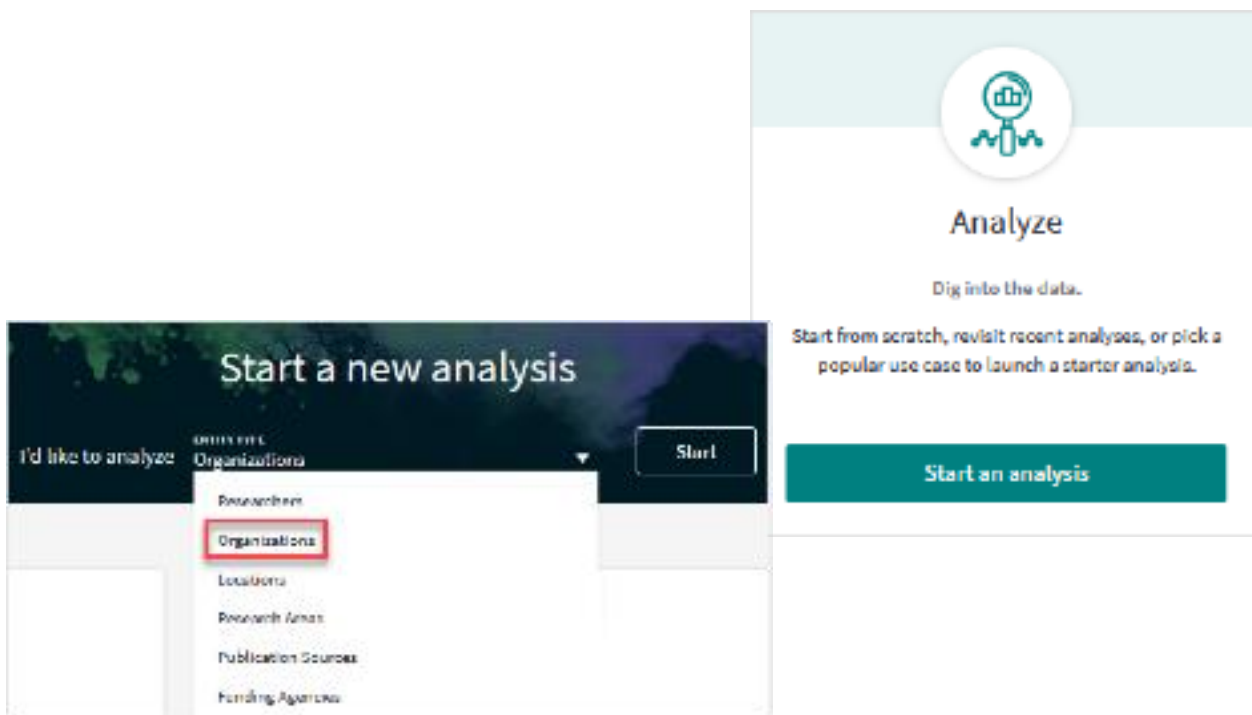
Collaborations with organisations.

1. Access the InCites database
    1. Sign in to InCites using your personal InCites/Web of Science login (not your University login).
    2. Under **Analyze**, select **Start an analysis.**
    3. Select **Organizations** from the drop down menu and **Start.**

4. If you have searched InCites previously, select **Clear all filters.**
5. Dataset: select **InCites Dataset**. The drop-down box lists any other datasets you have created previously.
6. Under **Dataset**, check the box to **Include ESCI documents** (Emerging Sources Citation Index).
7. Select one of the **Publication Date** options available from the drop-down list.
8. Select **Collaborations with People.**
9. **Collaborations with People.**

Your details are required here, as you are searching for your collaborations. Options are:

- **Name:** all possible variants of the name are displayed, for selection (search by surname first).
- **Unique ID**: ORCiD or Web of Science Researcher ID (must be up-to-date).
- **WoS Author Record (beta)**: multiple variants of names are collected into a single author. record. This minimises the risk of missed name variants.

---

10. Add indicators and baselines (if required), to measure and benchmark research performance.

Filters　**Indicators**　**Baselines**

Add a new row to the table.

Global Baseline

Enables you to benchmark against the world. Global baselines are affected by year, document type, and research area filters. When using the Research Area Explorer, the Global Baseline is only affected by the year and document type. The research area filter has no impact on the calculation.

+ Add

Country/Region Baseline for Pinned Items

Allows benchmarking against a particular country/region. A baseline is generated for each country/region represented in the pinned set. Filters are incorporated into the calculation for this baseline. This is only available in Researcher and Organization view.

+ Add

Baseline for All Items

Baseline for all items in the results data table.

Filters　**Indicators**　**Baselines**

Add a new column to the table.

Search within Indicators

PRODUCTIVITY

% Documents in Top 1% ＞

% Documents in Top 10% ＞

% Highly Cited Papers ＞

Highly Cited Papers ＞

Documents Cited ＞

Documents in JIF Journals ＞

Documents in Q1 Journals ＞

11. To remove organisations from the list, e.g. University of Adelaide, select the organisation and at the bottom of the screen, select **Hide**.


Organization Name	---	Rank	Web of Science Documents
✕ Global Baseline		n/a	68,867,594
☑ University of Adelaide		1	490
☐ United States Department of Energy (DOE)		2	157
☐ Jefferson National Accelerator		3	133

TABLE　VISUAL　　🚫 Hide　👁 Show only　🔖 Pin to top

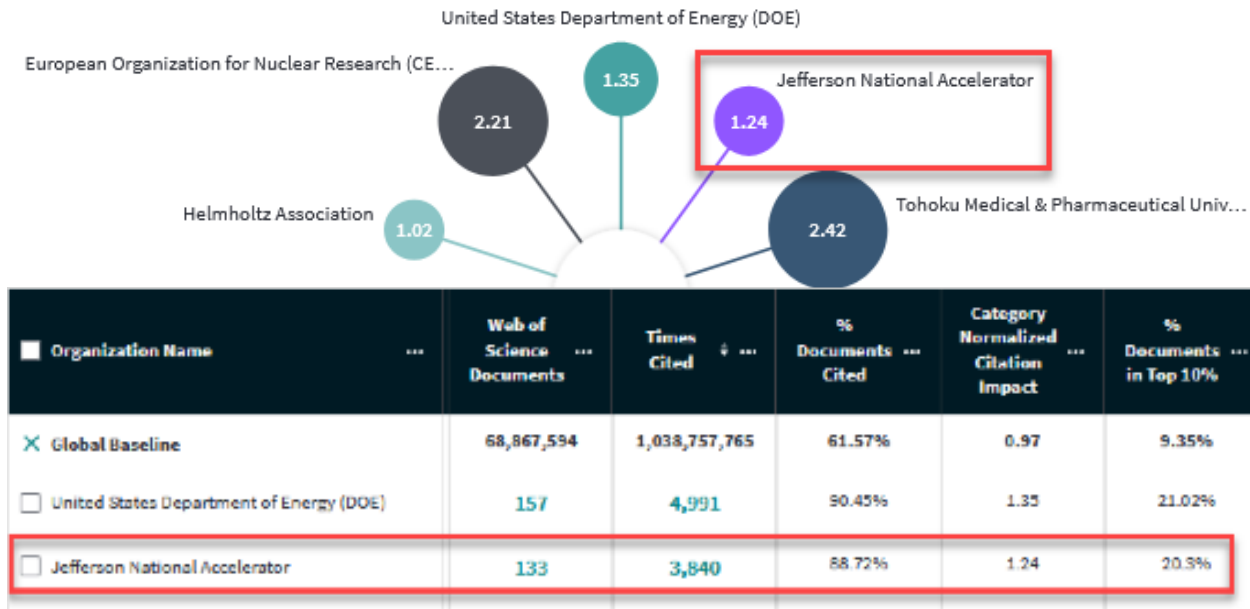12. Choose **Visual** to display the data as a visualisation.

TABLE　VISUAL

13. From the drop-down list under **Choose a different visualisation**, select **Collaborations**.
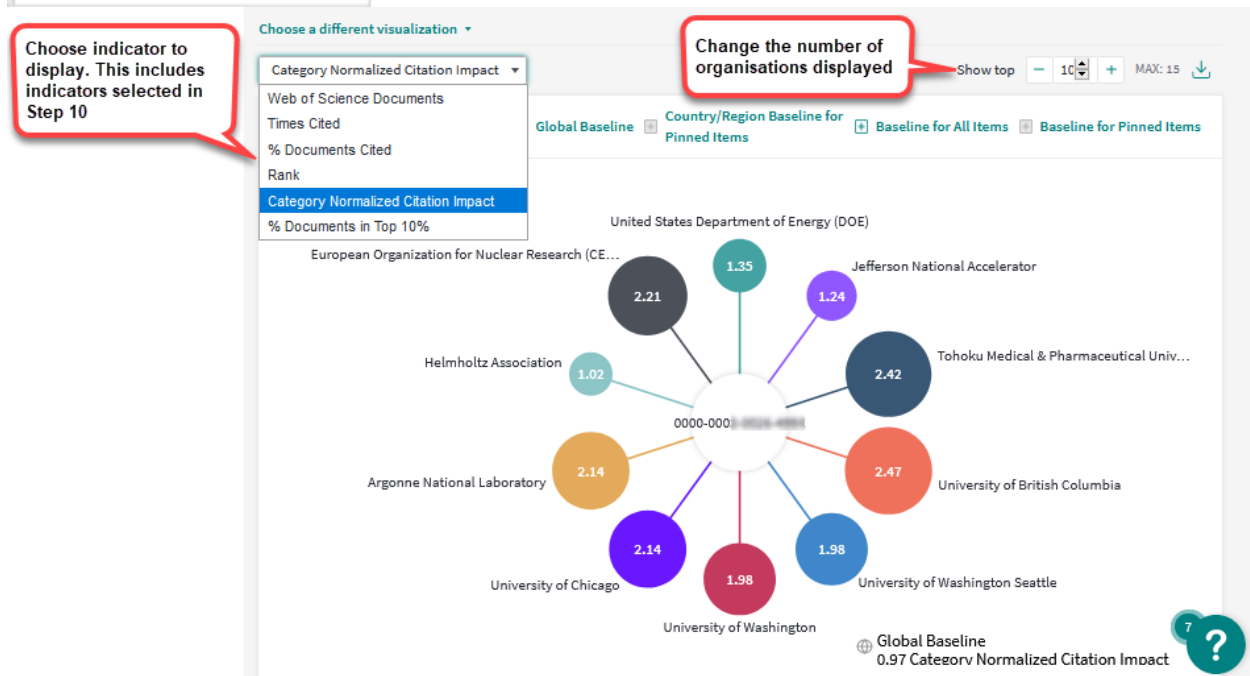
14. In the screenshot below, the researcher has collaborated with the Jefferson National Accelerator on 133 documents, which have a Category Normalized Citation Impact of 1.24. This set of documents have been cited 1.24 times the average expected rate for this category (normalised for subject, year and document type).

20.3% of these documents are in the top 10% (when compared to papers in the same category, year, and of the same document type). Average performance is a value of 10 and a value higher than 10 indicates above average performance

United States Department of Energy (DOE)

European Organization for Nuclear Research (CE...

2.21   1.35   Jefferson National Accelerator

1.24

Helmholtz Association   1.02   Tohoku Medical & Pharmaceutical Univ...

2.42

☐ Organization Name ⋯	Web of Science Documents ⋯	Times Cited ⇕ ⋯	% Documents ⋯ Cited	Category Normalized Citation Impact ⋯	% Documents ⋯ in Top 10%
✕ Global Baseline	68,867,594	1,038,757,765	61.57%	0.97	9.35%
☐ United States Department of Energy (DOE)	157	4,991	90.45%	1.35	21.02%
☐ Jefferson National Accelerator	133	3,840	88.72%	1.24	20.3%

Part 2: Collaborations with individuals.
1. Start a new analysis. Select **Researchers** and **Start.**
2. Clear all filters.
3. Under **Dataset**, check the box to **Include ESCI documents** (Emerging Sources Citation Index).
4. Select one of the **publication date** options available from the drop-down list.
5. Select **Collaborations with People.**
6. **Collaborations with People.**
7. Add indicators and baselines (if required), to measure and benchmark research performance.
8. Follow **steps 12-13** from **Part 1: Collaborations with organisations** – only this time you will see individual collaborators, rather than organisational collaborators.

Your details are required here, as you are searching for your collaborations. Options are:
- **Name:** all possible variants of the name are displayed, for selection (search by surname first).
- **Unique ID**: ORCiD or Web of Science Researcher ID (must be up-to-date).
- **WoS Author Record (beta)**: multiple variants of names are collected into a single author. record. This minimises the risk of missed name variants.