

3. Create Research Outputs

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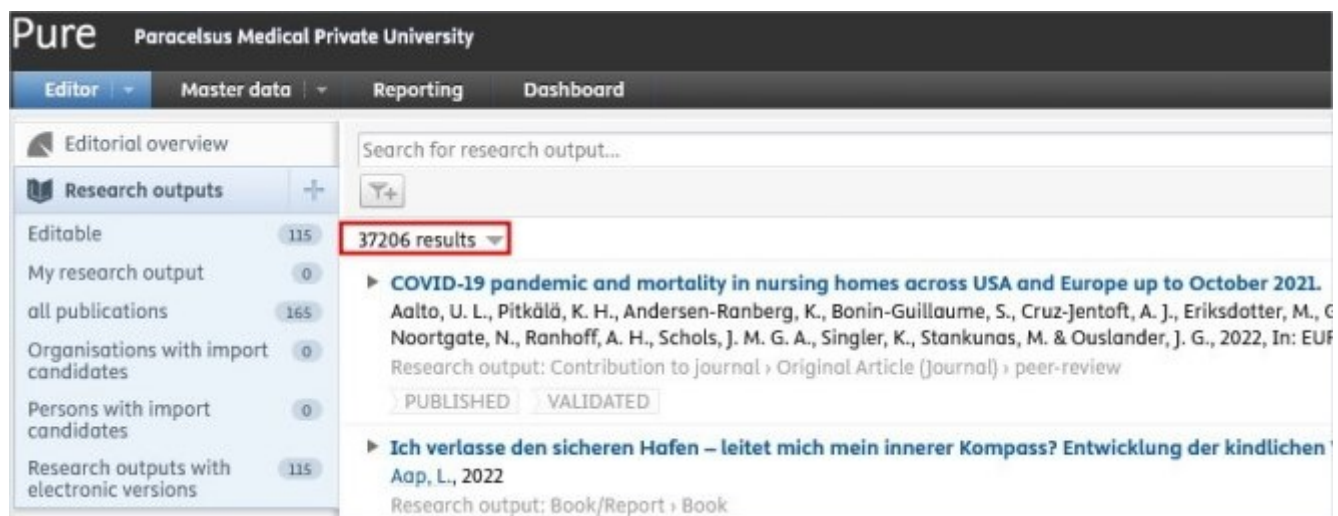
3.1. Before Creating a Research Output

First, you always need to **check if the content already exists in Pure**:

1. Remove the my content filter by on the “x”



2. Now you have access to every publication not just those related to your teaching hospital:



The screenshot shows the Pure interface for Paracelsus Medical Private University. The navigation bar includes 'Editor', 'Master data', 'Reporting', and 'Dashboard'. The left sidebar shows 'Research outputs' with a plus sign, and a list of filters: 'Editable' (115), 'My research output' (0), 'all publications' (165), 'Organisations with import candidates' (0), 'Persons with import candidates' (0), and 'Research outputs with electronic versions' (115). The main search area has a search bar with the text 'Search for research output...' and a dropdown menu showing '37206 results'. Below the search bar, two publications are listed:

- ▶ **COVID-19 pandemic and mortality in nursing homes across USA and Europe up to October 2021.**
Aalto, U. L., Pitkälä, K. H., Andersen-Ranberg, K., Bonin-Guillaume, S., Cruz-Jentoft, A. J., Eriksdotter, M., G
Noortgate, N., Ranhoff, A. H., Schols, J. M. G. A., Singler, K., Stankunas, M. & Ouslander, J. G., 2022, In: EUF
Research output: Contribution to journal › Original Article (Journal) › peer-review
PUBLISHED VALIDATED
- ▶ **Ich verlasse den sicheren Hafen – leitet mich mein innerer Kompass? Entwicklung der kindlichen**
Aap, L., 2022
Research output: Book/Report › Book

3. Search for the publication by title, PubMed ID, or other identifiers.

- If the publication you wish to import into PURE **appears in the list**, click on it and verify whether your teaching hospital is associated with the publication. In this example the publication is only associated with the Department of Internal Medicine II, Division of Geriatrics Nuremberg. If your teaching hospital is **not related** to the content, but it should be, please contact Research Management at pure@pmu.ac.at.

ID: 29635833



EDIT

Metrics



OVERVIEW

Relations

Display

Overview

Formats

Export

COVID-19 pandemic and mortality in nursing homes across USA and Europe up to October 2021.

General information

Publication status: Published

Organisations: **Department of Internal Medicine II, Division of Geriatrics Nuremberg**

Contributors:

Aalto, U. L., Pitkälä, K. H., Andersen-Ranberg, K., Bonin-Guillaume, S., Cruz-Jentoft, A. J., Eriksdotter, M., Gordon, A. L., Gosch, M. (Co-author), Holmerova, I., Kautiainen, H., Kivipelto, M., Macijauskiene, J., O'Neill, D., van den Noortgate, N., Ranhoff, A. H., Schols, J. M. G. A., Singler, K., Stankunas, M. & Ouslander, J. G.

Pages: 705-709

- If the publication you wish to import **does not appear in the list**, you can import the publication without creating duplicates. For the details please refer to chapter [Ways Importing and Creating Research Outputs](#).

3.2. Ways Importing and Creating Research Outputs

After checking your Research output and ensuring that the publication does not exist in Pure, you have **three options** to import a publication **immediately**:

1. [Import from online source](#)

Publications published in PubMed or Web of Science.

2. [Import from file](#)

Import from RIS, BibTex, and CERIF files.

3. [Create from template](#)

For publications that have not been published in PubMed or Web of Science, as well as for books and book chapters.

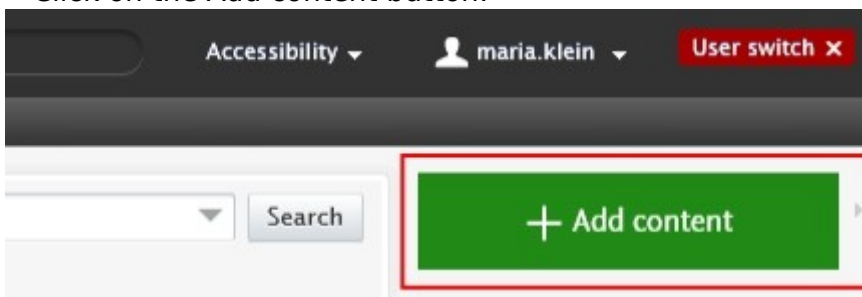
Please **refrain from uploading original publications** in PURE, as our system is designed to store information about publications. Uploading original content may potentially violate Open Access guidelines; therefore, it is not recommended. Alternatively, you can **register a DOI or other link** to your publication in the editor window.

3.2.1. Import From Online Source

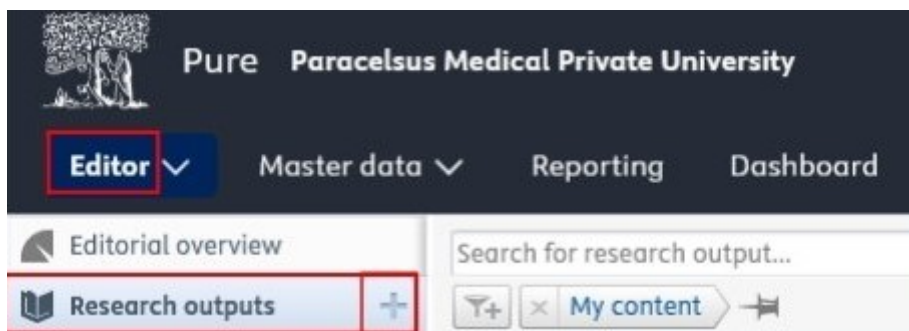
This option **is most preferable** because this method can save you time, minimize effort, and reduce data-entry errors. It can be used for any kind of research output that is **published in PubMed or Web of Science**.

To import a research output from online source:

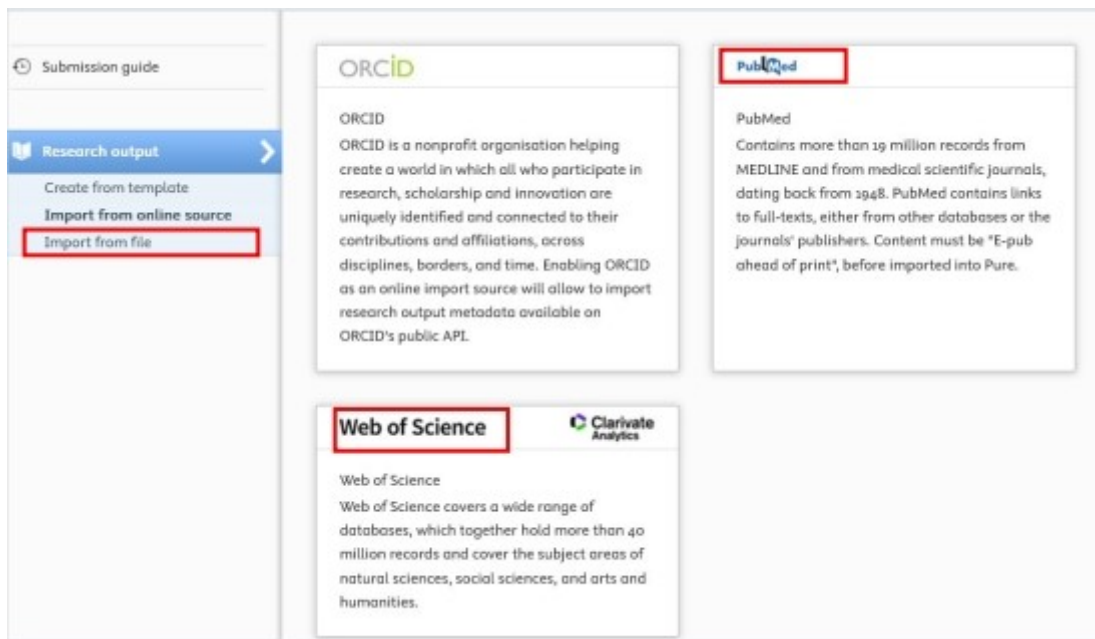
1. Click on the Add content button:



Or click on *Editor* in the header, select *Research outputs*, and then click on the  button:



2. Select *Import from online source*. As an Editor of a teaching hospital, you can import you data from **PubMed** or **Web of Science**.

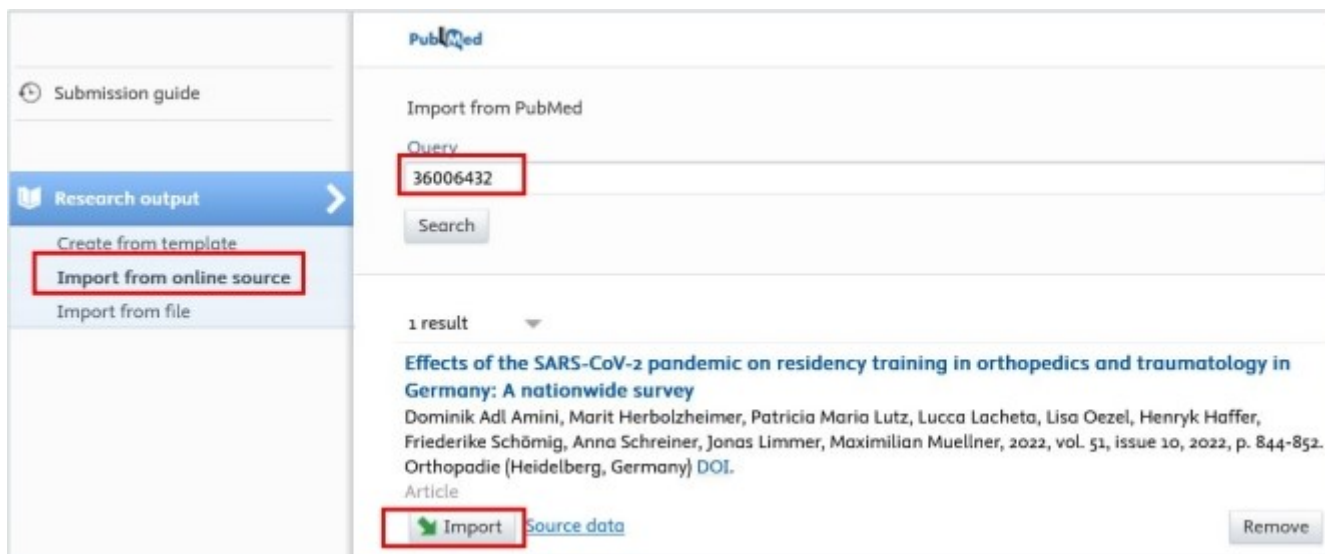


3. Select the online source you want import from.

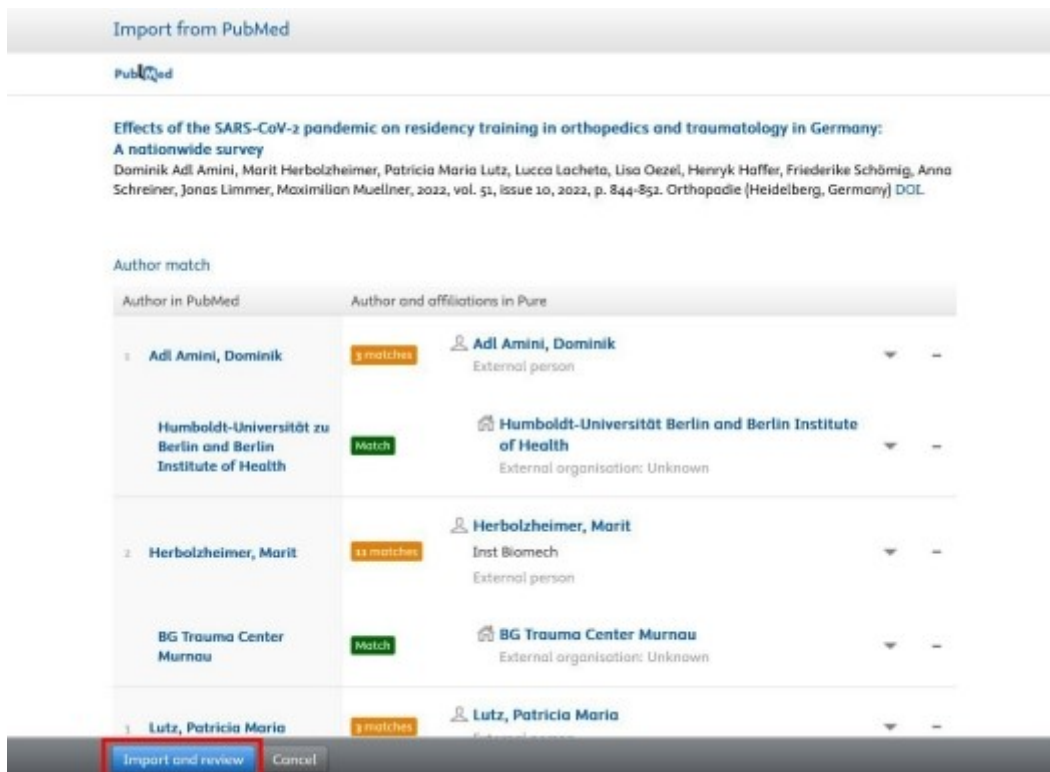
4. Enter the information you want to search for, such as PubMed ID or your name.

Please ensure you always review the guidelines for the correct format of the information you intend to look for.

5. Click on the *Import* button located at the bottom of the article you wish to import into Pure.



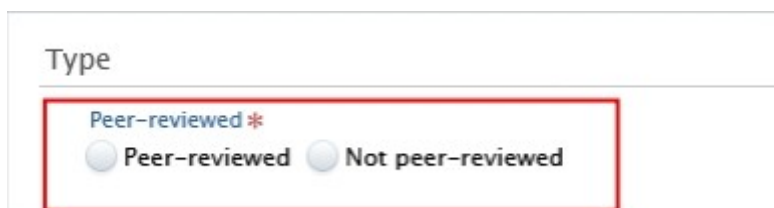
6. Now, you can view the publication details. Do not modify the information displayed here; simply click on *Import* and review at the bottom of the window:



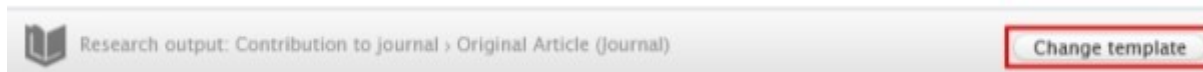
7. In the Research output editor window, you need to manage these fields:

1. Peer-reviewed:

Whether the publication underwent a **peer-reviewed process** or not (peer-reviewed or not peer-reviewed):



Click on *Change template* if you realise that the **subtype** of the Research output is **incorrect**. For example, if you have selected *Original article* but need to add a *Review article*, you can easily switch between template types without losing any of the data you have already filled in:



2. Contributors and affiliations:

Pure automatically adds contributors with their affiliations to these fields. Here, you only need to add your teaching hospital by clicking on the *Add organization unit* button:

Anna Schreiner, Author
External person
formerly University of Tübingen
External organisation: Unknown

Jonas Limmer, Author
External person
University Hospital Würzburg
External organisation: External collaborations

Maximilian Muellner, Author
External person
Humboldt-Universität Berlin and Berlin Institute of Health
External organisation: Unknown

Berufsgenossische Unfallklinik Murnau
Organisational unit: Teaching hospital

Add person... Add organisational unit... Add author collaboration...

Total number of authors
10

3. Managing organisational unit:

Select *your teaching hospital* to this field by clicking on the "house with a plus" button:

Publication managed by ⓘ

Managing organisational unit *

+ house

8. Set the workflow status *For validation* and then click on *Save*.

Status: For validation Save

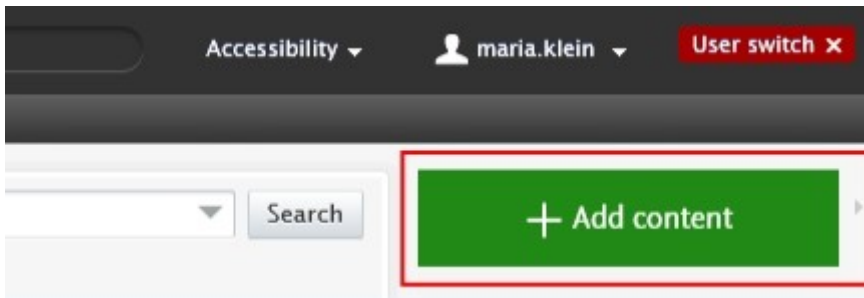
In the next step, the imported research output undergoes **validation** by the Research Management of PMU.

3.2.2. Import from File

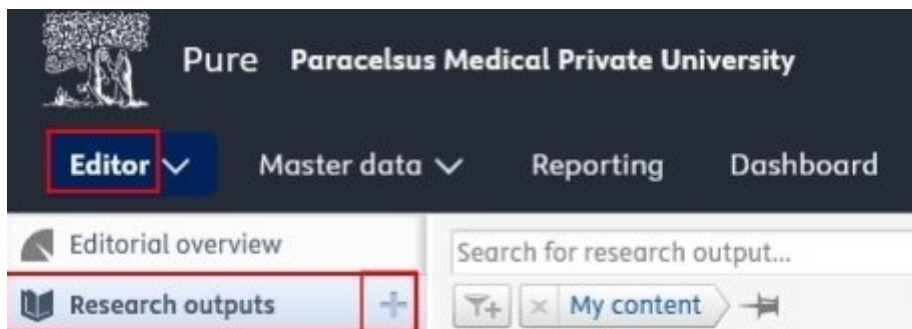
This option is to be chosen **if importing from online sources is not possible**. Here, you can add any kind of research outputs from BibTeX, RIS and CERIF files.

To import a research output from file:

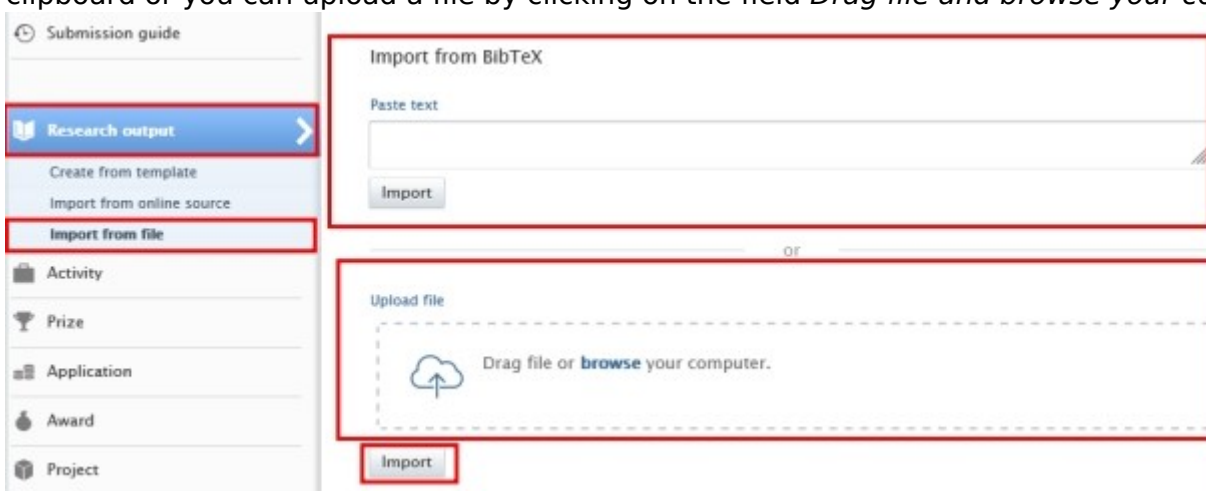
1. Click on the Add content button:



Or click on *Editor* in the header, select *Research outputs*, and then click on the  button:



2. Select *Import from file*.
3. Click on the file type you want to import from. BibTeX, RIS and CERIF file types are available.
4. You can directly paste your data into to *Paste text* field if you have already copied it to the clipboard or you can upload a file by clicking on the field *Drag file and browse your computer*:



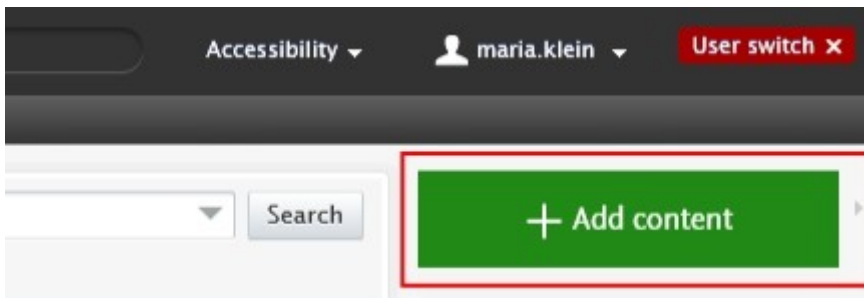
5. Click on the *Import* button located at the bottom of the article you wish to import into Pure.
6. The next steps are the same as those outlined in the [previous chapter](#).

3.2.3. Create from Template

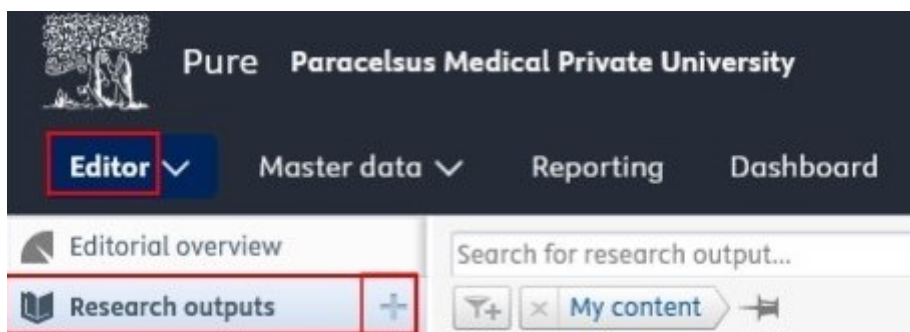
Please use this method only **if the two other methods** mentioned above are **not possible**. For instance, if you wish to add a book(chapter), or import a publication that is published in a scientific journal, but the journal is not listed in Web of Science or PubMed.

To create a new research output from template:

1. Click on the Add content button:



Or click on *Editor* in the header, select *Research outputs*, and then click on the  button:



2. Select *Create from template*.
3. Scroll down until you locate the precise type of the item you want to add. In most cases it is a *Contribution to a journal/Original article*.
4. In the Research output editor window, you need to manage these fields:

1. Peer-reviewed:

Whether the publication underwent a **peer-reviewed process** or not (peer-reviewed or not peer-reviewed):

| |
|---|
| Type |
| <input checked="" type="radio"/> Peer-reviewed * |
| <input type="radio"/> Peer-reviewed <input type="radio"/> Not peer-reviewed |

Click on [Change template](#) if you realise that the **subtype** of the Research output is **incorrect**. For example, if you have selected *Original article* but need to add a *Review article*, you can easily switch between template types without losing any of the data you have already filled in:



2. Publication statuses and dates:

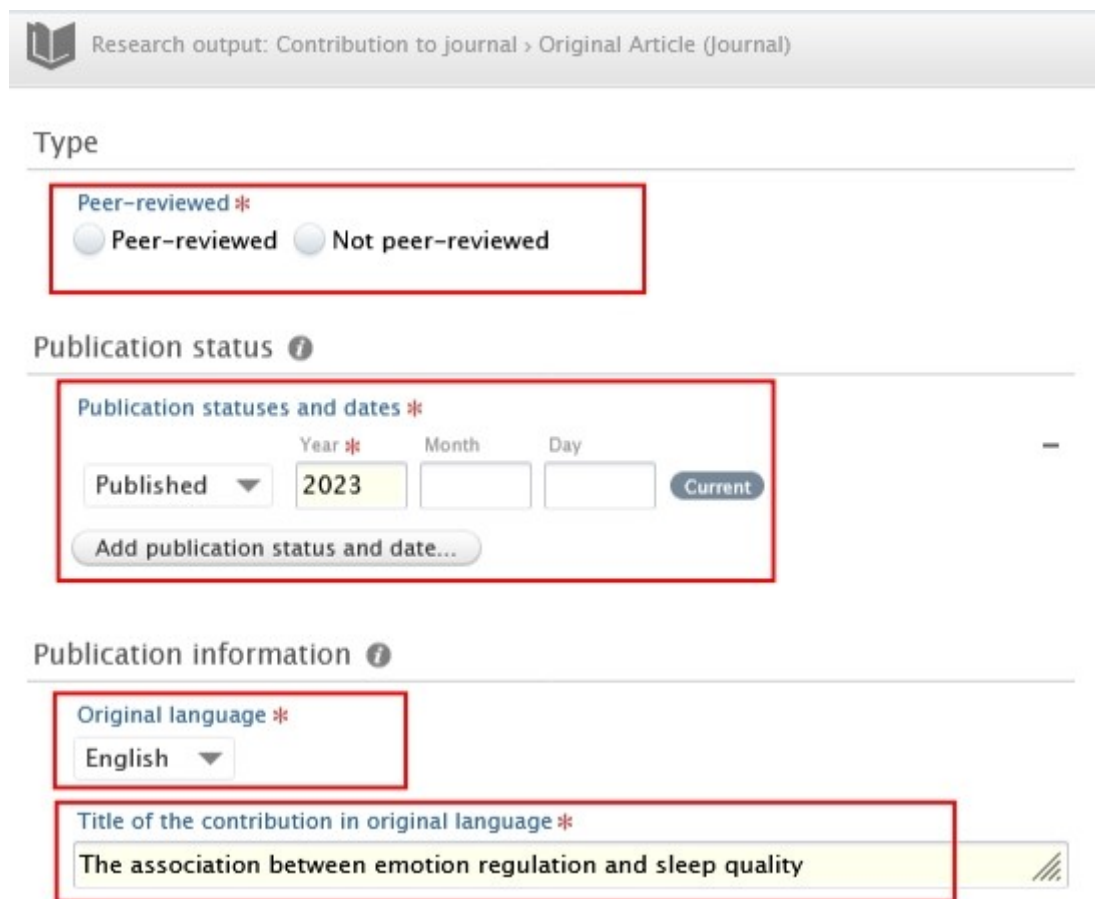
Fill in the information of the publication status and dates.

3. Original language:

Choose the original language of the publication.

4. Title of the contribution in original language:

Fill in the title of the contribution in the original language.



Research output: Contribution to journal > Original Article (Journal)

Type

Peer-reviewed *

Peer-reviewed Not peer-reviewed

Publication status ⓘ

Publication statuses and dates *

Published ▾ Year * 2023 Month Day Current

Add publication status and date...

Publication information ⓘ

Original language *

English ▾

Title of the contribution in original language *

The association between emotion regulation and sleep quality

5. Contributors and affiliations:

You need to add **every contributor with their affiliations** to these fields. The **order** of the **authors** in Pure should **match** the order in the publication. You can change the order by clicking on the arrows. You can add additional contributors by clicking on the *Add person* button, and you can add internal and external organisations by clicking on the *Add Organization Unit* button. Don't forget to add your teaching hospital to the organisations units.

Contributors and affiliations ?

Contributors *

 **Patricia Ebner**, First author
Internal person

 **Research Management at Paracelsus Medical University**
Organisational unit: Research Management



Edit



Add person...

Add organisational unit...

Add author collaboration...

6. Managing organisational unit:

Choose the **internal organisational unit**, which is responsible for managing the publication, no external organisations can be added in this field.

The **corresponding author** manages the publication. Alternatively, the organisational unit of the **last, first, or co-author** can be chosen. In case of non-PMU publications select your organisational unit.

7. Journal:

Click on *Add journal* then search for the name or the ISSN number of the journal.

If you do not find the journal in the list, click on *Create new* and fill in the required information.

8. Electronic versions of this work:

You can register a DOI or other links to your publication, but please **refrain from uploading the original publication** into Pure.

Journal

Journal *

Add journal...

Volume

Issue number

Electronic version(s), and related files and links ?

Electronic version(s) of this work

Add electronic version (file, DOI, or link)...

5. Set the workflow status *For validation* and then click on *Save*.

Status:

In the next step, the imported research output undergoes **validation** by the Research Management of PMU.

3.2.4. Chapter(s) in a Book

To register a Chapter in a book, you will need to fill in some extra fields additionally to the 'traditional' fields.

- To fill in the **title of the chapter** please use the *Title of the contribution in original language* field:



Publication information ⓘ

Original language *
English ▼

Title of the contribution in original language *
How to improve your mental health

Subtitle of the contribution in original language

- To fill in the **title of the book** please use the *Title of the host publication in original language* field, and to add the Publisher, click on the *Add publisher* button:



Host publication

Title of the host publication in original language *
Handbook of mental health

Subtitle of the host publication in original language

Publisher
Add publisher...

- You can register the **Editors** of the book (if it has any) by clicking on the *Add editor* button:

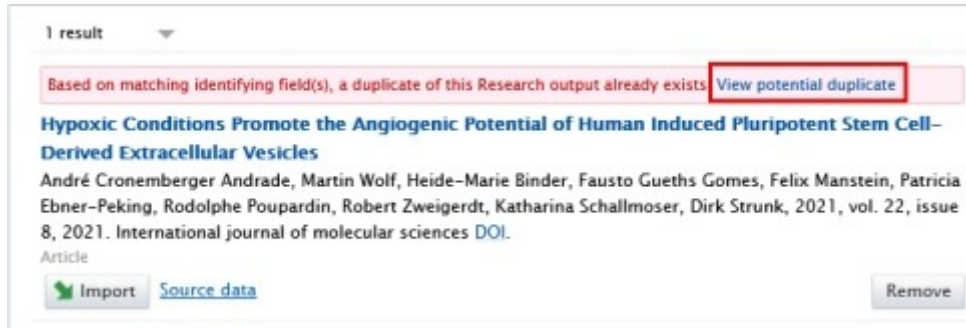


Editors of the host publication

Add editor...

3.2.5. Potential Duplicates

Please, always pay attention to duplicate warnings (here is an example of it):



When clicking on the option “**View potential duplicate**”, you can check the details of the publication that already exists in Pure.

If you realise that the publication you want to import/create already exists in Pure, please **refrain** from importing/creating it again.

If the types of the publications are **different**, for example, if you want to import/create a journal publication and a book up as potential duplicate, then it is not a real duplicate, and you can import/create your journal publication without creating a duplicate.