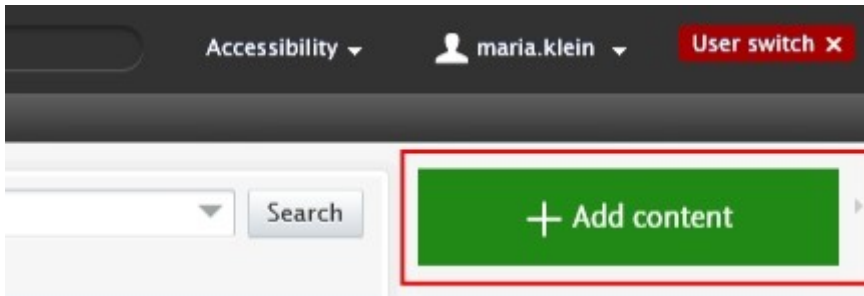



2.5. Create From Template

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:



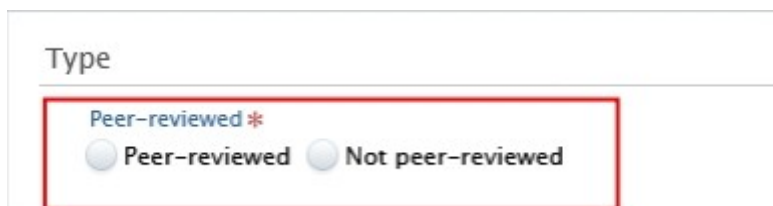
Or click on the *triangle* next to Personal in the header, select *Research outputs*, and then click on the  button:



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Whether the publication underwent a **peer-reviewed process** or not (peer-reviewed or not peer-reviewed):

A screenshot of a form field labeled 'Type'. Below the label are two radio button options: 'Peer-reviewed *' and 'Not peer-reviewed'. The 'Peer-reviewed *' option is selected and is highlighted with a red rectangular border.

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:



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

Change template

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Peer-reviewed Not peer-reviewed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:

Select **your internal organisational unit** by clicking on the Managing organisational unit button. External organisations cannot be added in this field. (In some cases, RM may assign a different internal organisation during the validation process).

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)...

9. Research topic:

Assign on or more research topics for the following publication from publication year **2025 onwards: Original article, review article, case report, letter to the editor, editorial, short comment/notes, book, book chapter**. For **other categories**, such as abstracts, corrections or publications in which **only PMU teaching hospitals** are involved as internal organizations, **no topic assignment** is required.

5. 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 RM.

Are you interested in an **automated publication search** from online sources? See section Automated search (without immediate effect).

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