Creating your Google Scholar Citations Profile

A Google Scholar Citations Profile helps you to keep track of citations to your articles, based on Google Scholar. This includes the citing publications (who is citing your work?), and several citation metrics.

The citation universe of Google Scholar is bigger than Web of Science or Scopus – more sources are covered. The number of publications and the number of citations found in Google Scholar will therefore be higher than the numbers in Web of Science or Scopus and this will result in a higher H-index.

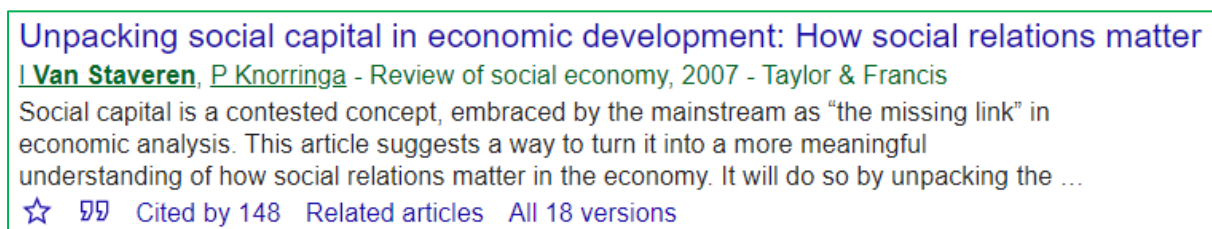## Creating your Google Scholar Citations Profile

- Go to Google Scholar (http://scholar.google.com/)
- Open the link **My Profile** at the top of the screen.
- You are asked to login. You can use an existing Google account, or create a new Google account.
  Please note: Google advises you to use a personal account to make sure you can keep using your Google Scholar Profile throughout your career.
- The **Citations sign up form** will ask you to confirm the spelling of your name, and to enter your affiliation, area of interests, etc. Google Scholar recommends that you also enter your university email address which will make your profile eligible for inclusion in Google Scholar search results.
- On the next page, you'll see groups of articles written by people with names similar to yours. Mark the groups of articles that contain your articles or click the link XX ARTICLES next to a group to add specific articles from that group.
- If you don't see your articles in these groups, use the search bar to do a regular Google Scholar search (for example searching for words in the title), and then add your articles one at a time. Feel free to do as many searches as you like.
- Once you're done with adding articles, click the button **Next**.
- You will be asked what to do when the article data changes in Google Scholar. You can either have the updates applied to your profile automatically, or you can choose to review them beforehand. In either case, you can always visit your profile and make changes manually.
- Finally, you will see your profile. This is a good time to add a few finishing touches - upload your professional looking photo, visit your university email inbox and **click on the verification link**, double check the list of articles, and, once you're completely satisfied, make your profile **public**.
- You can also manually add publications not found by Google Scholar to your profile (but this doesn't add the publication to Google Scholar).

If you add your university email address to your profile and if you make your profile public, it will appear in Google Scholar results when someone searches for your name.

Example of how your profile appears in Google Scholar search results

In Google Scholar, your name under a title will become a link. This will guide Google Scholar users to your Google Scholar Citations Profile.

Example of the search results in Google Scholar: the two authors both have a Google Scholar Citation Profile. Their name is a link to their Google Scholar Citation Profile page.

Adding articles to your profile

When you miss publications in your Google Scholar Profile, you can add them manually.

The publication can be found in Google Scholar

- Open your profile
- Click the + button on top of the list of publications
- Choose **Add articles**
- Perform a search, for example by title or author name
- Mark the title(s) you want to add
- Click the **check mark** button

The publication is not indexed by Google Scholar

- Open your profile
- Click the + button on top of the list of publications
- Choose **Add articles manually**
- Select the publication type (you have to use 'journal' if you want to add a journal article
- Enter the data for your publication
- Click the **check mark** button

Keeping your account up-to-date

We often see Google Scholar Profiles with articles that cannot be linked to the owner of that particular profile. This influences the number of citations received and the H-index: the H-index shown in Google Scholar is higher than the H-index based on the own publications.

If this happens to your profile, you have to delete these publications:

- Login to your Google Scholar Profile
- Mark the titles you want to delete and click **Delete** (this option appears after marking at least one title)

When you have chosen the automatically updating of your list of articles, we advise you to check your profile regularly.

Sometimes Google Scholar finds multiple versions of a publication. In a Google Scholar Profile these versions can be merged. This can have a positive influence on your H-index.

- Login to your Google Scholar Profile
- Mark the publications you want to merge
- Click **Merge**
- Choose the 'best version' of the publication – look for example at the completeness of the information displayed (title, authors, journal title, volume, issue, page numbers, year of publication)
- Click **Merge**

The Public Access section

The Public Access section of a Google Scholar profile contains articles that are expected to be publicly available based on funding agency mandates. Google Scholar extracts the funding information from the acknowledgement section of the article. If an article is not publicly available yet, Google Scholar offers the option to upload the PDF to Google Drive.
Our advice: self-archive the accepted or published version of the article in a trusted Open Access repository indexed by Google Scholar instead, like the EUR institutional repository, RePub. Then the article will be available in 'green open access' – an article in Google Drive doesn't. Check the EUR Open Access page for more information.

More information?

Questions? E-mail to judith.gulpers@eur.nl -
https://scholar.google.nl/citations?user=F4XMc1kAAAAJ
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