

Research Hub

QUICK REFERENCE GUIDE

PURE RESEARCH MANAGEMENT SYSTEM

ADD RESEARCH OUTPUT FROM BIBTEX RIS AND CERIF FILES



OVERVIEW


Publication details can be downloaded from online sources or databases to which Pure does not normally connect. Pure supports import in RIS, BibTeX or CERIF formats. RIS or BibTeX files can be downloaded from many databases, web sites and reference managers including RefWorks, EndNote and Google Scholar.

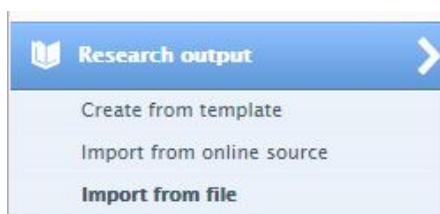


PROCESS

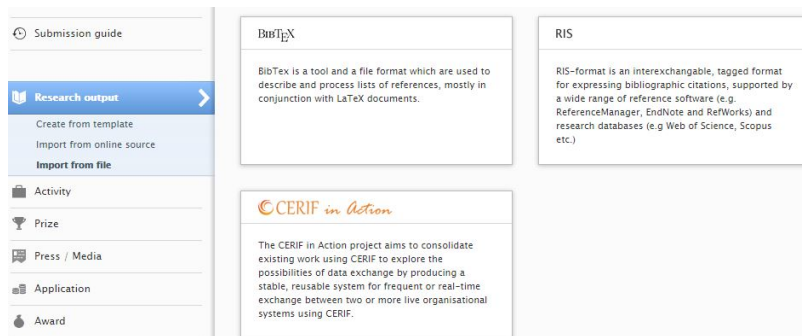


STEPS

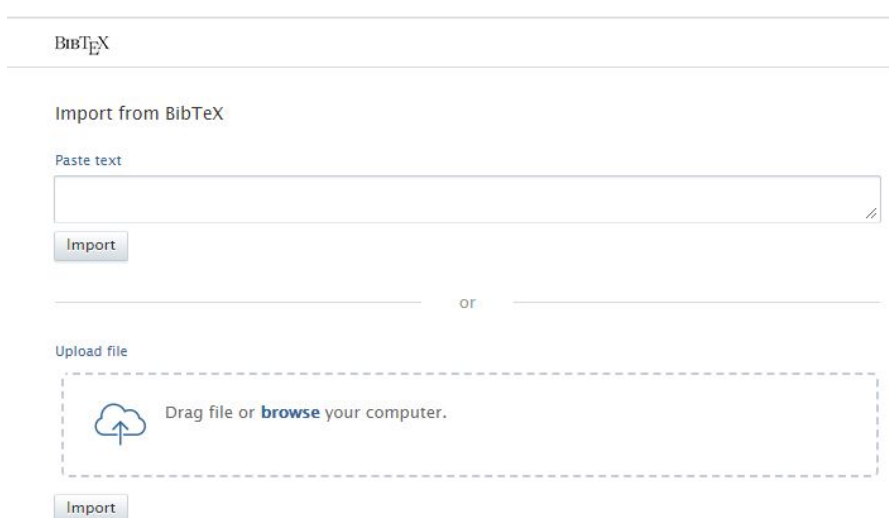
1. Click  in the task pane.
2. Click **Research output** in the left pane and then click **Import from file** from the list that opens below.



3. Click the **file type** you want to import from.




4. If you want to add records from the clipboard, paste these records into the **Paste** text field and click **Import**. If you want to add records from a file, drag the file to the **Upload** file area or click browse to open a file browser to select the file. Click **Import**.



5. For each record that is displayed that you do not want to import, click **Remove**.

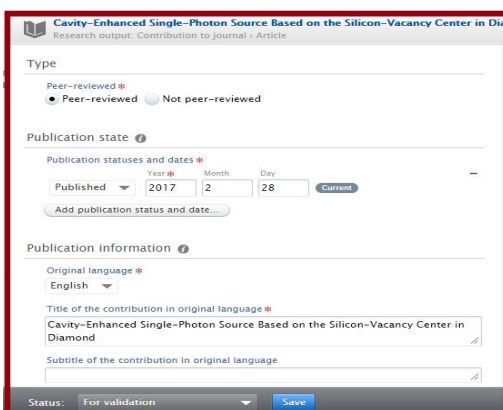
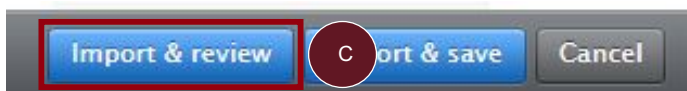
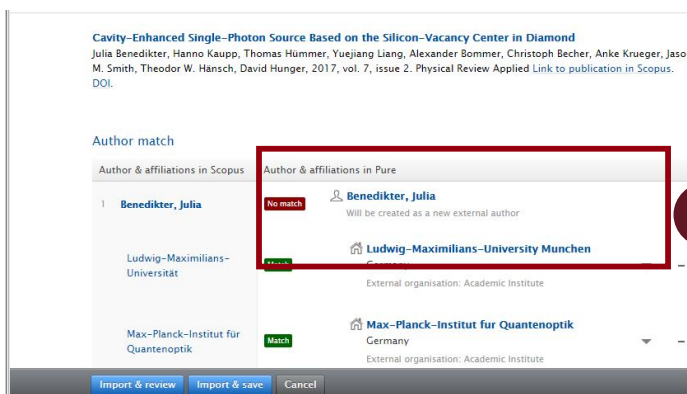


6. For each record that is displayed that you want to import:

- A. Click  or the **title** of the publication.
- B. In the **Import** window that is opened, make the required selections to link the entities mentioned to records in Pure.

Note: If the authors are affiliated with Macquarie University, take care to match them to people in Pure.

- C. When this information is complete, click **Import & review**.
- D. In the Research output editor window that is opened, complete the information about the item.



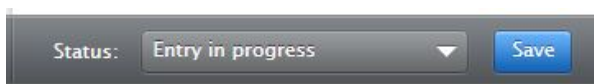
7. Click **Save**.



NOTE

This action will save your publication in 'For Validation' workflow state and add it to queue for Library validation. Once validated, the publication will appear in your public profile on the [staff portal](#).

- If you want to enter more details about this publication at a later date before sending it to the library for validation, select the workflow state **Entry in progress** in the footer of the window.



- Click **Save**.



HANDY HINTS & TIPS

- If your publication is imported successfully you are shown a success message.



- If you try to import this same item again with the same format, you are also given a notification.

This publication has already been imported from BibTeX. [View the publication](#)

For additional help:



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rms.support@mq.edu.au



Log a OneHelp ticket