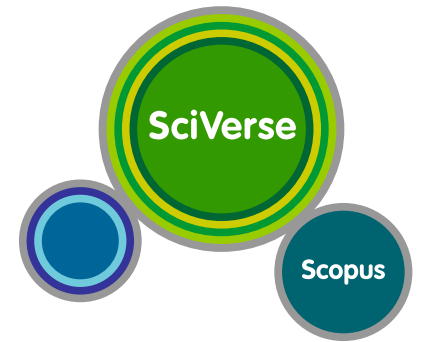


# Quick Reference Guide

[www.scopus.com](http://www.scopus.com)



**Scopus** is the largest abstract and citation database of peer-reviewed literature with bibliometrics tools to track, analyze and visualize research. It contains over 19,500 titles from more than 5,000 publishers around the world, covering the fields of science, technology, medicine, social sciences, and arts and humanities. Scopus has 46 million records dating back to 1823, 72% of these containing references dating from 1996.

**Refine your research.**

# Document Search

With Scopus, you can easily start your search from the homepage. Ensure that you quickly access the article you want by using the detailed search options offered.

## Starting a Search

**Document Search**  
This tab is the main search window of the homepage. To begin, enter the search terms in the space provided. (See the box on page 8 for input rules for search terms.)

**Author Search**  
Search for an author with the *Author search* tab.

**Affiliation Search**  
Search for an affiliation name with the *Affiliation search* tab.

**Search Items**  
Select which fields you wish to search.

**Boolean Operators**  
Select from OR, AND, AND NOT to combine search terms.

**Limit to Section**  
Control search by limiting to: published years, recently added, document type and subject area.

**Add Search Field**  
When searching using multiple keywords and search items, click *Add search field* button.

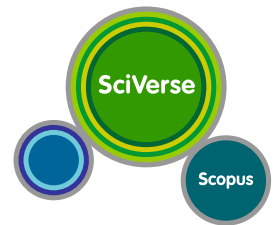
**Search History**  
When you return to the search window after carrying out a search, your search history will be displayed at the bottom. The search history is cleared for each new session.

**Set Alerts or RSS Feeds**  
Select saved searches and receive email alerts and feeds

**Manage Saved Searches**  
Select searches for editing or deleting.

The screenshot shows the Scopus search interface with the following elements:  
- Navigation tabs: Sources | Analyt | Alerts | My list  
- Search tabs: Document search | Author search | Affiliation search | Advanced search  
- Search for: heart attack in Article Title, Abstract, Keywords  
- Boolean operator: AND  
- Search for: stress in Article Title, Abstract, Keywords  
- Buttons: Reset form | Add search field | Search  
- Limit to: Date Range (inclusive) - Published All years to Present, Added to Scopus in the last 7 days  
- Document Type: All  
- Subject Areas: Life Sciences (> 4,300 titles), Health Sciences (> 6,800 titles. 100% Medline coverage), Physical Sciences (> 7,200 titles), Social Sciences & Humanities (> 5,300 titles)  
- Search history table:  
| Search | Results | Set feed | Set alert | Save | Edit | Delete |  
| 2 (TITLE-ABS-KEY(heart attack) AND TITLE-ABS-KEY(stress)) | 957 | [RSS] | [Alert] | [Save] | [Edit] | [Delete] |

# Sorting Options and Refining



## Analyze Results

One button click exports your search metrics into a new window with tabbed organization of graphs and charts for your review, export and email.

## Search Alert

Set to alert you via email (*Set alert*) or RSS feed (*Set feed*) when a new article that matches your search conditions is listed. (Requires login)

## Search within Results

Add additional terms to your search by directly entering them here.

## View Citation Overview

Analyze citations by clicking View citation overview

## Number of Search Results

The number of documents is shown.

## Display Abstract Page

By clicking the article title you can show the document details (the abstract and referenced works) of the article.

## Link to Full Text

By clicking *View at publisher*, you can link to the full text on each publisher's website if authorized.

## Sort Options

By default, search results are listed by publication year.

## Refine

In *Refine results* field either limit (*Limit to*) or exclude (*Exclude*) specific years, journals or authors, and so on. With *Add categories*, you can add additional keywords, original language or other items. Display up to 160 results by using the *Display* drop down button.

# Batch Processing Results

You are able to carry out a number of different operations for multiple articles selected in the check boxes.

**Download:** Batch download multiple PDF files and automatically assign them names based on specified rules. The file names can be a combination of author, publication year, article title, journal, and so on. The maximum number of files you can download at one time is 50 if PDF is available. Java required.

**Export:** Export bibliographic information as RIS RefWorks, format (for document management programs such as EndNote), text format, BibTeX format, and Excel format. If you are using RefWorks, you can link seamlessly by embedding your RefWorks ID/PW in the My settings menu.

**Print:** Displays the articles in a format suited for printing.

**Email:** Sends the articles as an email.

**Create bibliography:** Change the output to typical reference list format.

**Add to my list:** Adds the articles to a temporary list. Later, you can check them from the *My list* menu or save the list under a new name.

**View citation overview:** Analyze documents that cite the selected articles. See page 5.

**View cited by:** Displays all documents that cite the selected articles.

**View references:** Displays all documents referenced by the article.

# Using Abstract Pages

The screenshot shows a journal abstract page for the article "Heart disease among adults exposed to the September 11, 2001 World Trade Center disaster: Results from the World Trade Center Health Registry". The page includes a search bar, navigation links, author information, abstract text, author keywords, indexed keywords, and a references list. Callouts highlight specific features: "Link to Full Text" points to the "View at Publisher" link; "Link to Author Profile" points to the author's name; "Keywords" points to the "Author keywords" and "Indexed Keywords" fields; "References" points to the "References" list; "Citing Documents" points to the "Cited by since 1996" section; "Document Citation Alert" points to the "Set alert" and "Set feed" options; "Search for Related Articles" points to the "Related documents" section; and "Customize Discovery with Applications" points to the "Add apps" button.

**Link to Full Text**  
By clicking *View at Publisher*, you can link to the full text on each publisher's website.

**Link to Author Profile**  
Links to author's profile page.

**Keywords**  
Author keywords and keywords assigned from thesauri are shown in the *Author keywords* and *Indexed keywords* fields.

**References**  
A list of references cited by this article are displayed in the *References* field. You can use links from here to the abstract pages.

**Citing Documents**  
In the *Cited by since 1996* field, the most recent two works to cite this article are shown. You can also display all documents.

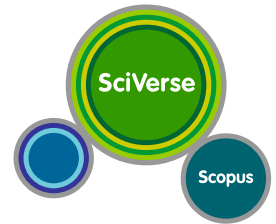
**Document Citation Alert**  
Set to alert you via email (*Set alert*) or RSS feed (*Set feed*) when this document is cited in another article. (Requires login)

**Search for Related Articles**  
Search for articles sharing the same references, authors, or keywords as this article.

**Customize Discovery with Applications**  
Collaborate with other researchers, search for relevant information, manage discovery processes and analyze scientific information.

# Analysis

## Citation Overview



**View Citation Overview**  
Analyze citations by clicking *View citation overview*. This will display, in table format, the number of citations per year for each article. This multipurpose tool allows you to see at a glance the citation trend for any given article.

**Russell, R. W Ross**

**Personal**  
Name: Russell, R. W Ross  
Author ID: 7403934663  
Affiliation: University College London, Autonomic Unit, London, United Kingdom

**Research**  
Documents: 50  
References: 0  
Citations: 789 total citations by 655 documents  
h Index: No articles published after 1995.

**Number of Cited Documents**

**Citation overview**  
Citations received since 1996

Author: Russell, R. W Ross

**Overview options**  
Exclude from citation overview:  Self citations of selected author  Self citations of all authors  
Sort documents: Year descending  
Date range: 2010 to 2012

|  | <2010 | 2010 | 2011 | 2012 | Subtotal | >2012 | Total |
|--|-------|------|------|------|----------|-------|-------|
| Total                                    | 725   | 33   | 23   | 8    | 64       | 0     | 789   |
| 1991 Heparin treatment in sinus venou... | 10    |      |      |      | 10       |       | 10    |
| 1990 The natural history of non-arter... | 19    | 2    | 1    |      | 3        |       | 22    |
| 1988 Acute cerebral ischaemia: Concur... | 20    | 1    | 1    | 1    | 3        |       | 23    |
| 1988 Cause and treatment of insuffici... |       |      |      |      | 0        |       | 0     |
| 1987 Acute cerebral ischaemia: concu...  | 35    | 1    |      | 2    | 3        |       | 38    |
| 1987 Prognosis of patients with retin... | 10    |      |      |      | 0        |       | 10    |
| 1987 Amaurosis fugax under the age of... | 13    |      |      |      | 0        |       | 13    |
| 1986 Reactivity of the cerebral...       |       |      |      |      | 0        |       | 0     |
| 1986 Clinical and electroph...           |       |      |      |      | 0        |       | 0     |

**Total Citations**  
Per reference, total citation count

## Analyze Results

On a given search, users can click the *Analyze results* button and a window opens with several tabs. Each tab in the *Analyze results* window contains a set of graphical displays and charts that can be manipulated to better understand the search metrics. Additionally, the graphics offer contextual boxes that give insight on specific points along the curve.

**Analyze Results**

**Search**  
Your query: TITLE-ABS-KEY(heart attack)

**Document results: 20,056**

Search within results: [Search]  
Refine results: [Limit to] [Exclude]

**Search Metrics**  
Search metrics are organized by the following: Year, Source title, Author name, Affiliation, Name Country, Document type, and Subject area.

**Analyze results**  
Date range: 1996 to 2013  
Document results: 95,185

**Search Metrics**  
Line chart showing document results per year from 1991 to 2013. The chart shows a general upward trend with some fluctuations.

**Subject Areas**  
Pie chart showing the distribution of search results across various subject areas. The largest categories include Cardiology, Neurology, and Internal Medicine.



# Journal Analyzer

## Analytics

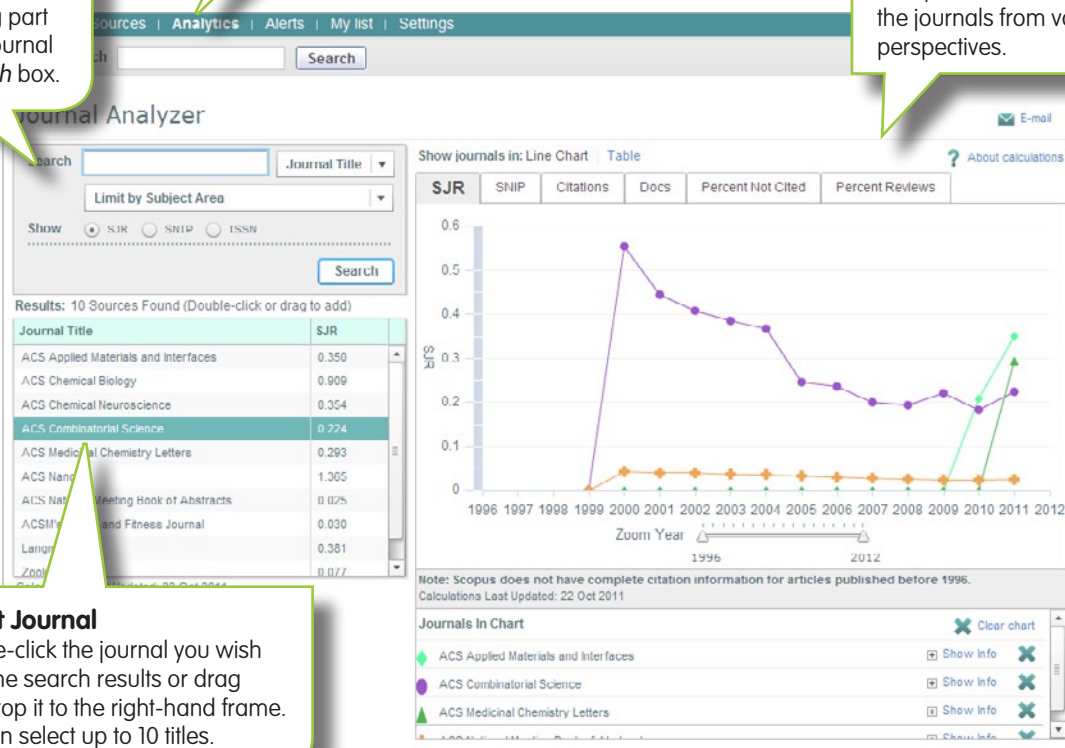
Click the Analytics tab to start.

## Search for Journals

Search by entering part of the candidate journal name in the Search box.

## Evaluation Indices

Compare and evaluate the journals from various perspectives.



## Select Journal

Double-click the journal you wish from the search results or drag and drop it to the right-hand frame. You can select up to 10 titles.

## SJR (SCImago Journal Rank)

Using an algorithm similar to that for Google® PageRank, this prestige metric index weights citations by the quality of the citing journal and allows comparison between fields.

## SNIP (Source Normalized Impact per Paper)

Taking the ease of citation by field into account, this index adjusts the citation ratio and allows comparison between journals in different fields.

**Citations** The total number of citations a journal receives per year.

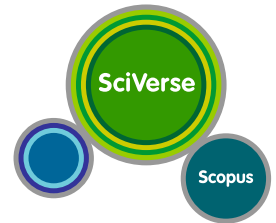
**Docs (Documents)** The total number of articles published by a journal per year.

**Percentage Not Cited** The percentage of articles published each year that have not been cited even once previously.

**Percentage Reviews** The percentage of articles in a journal that are categorized as a review type article.

For more information visit  
[www.journalmetrics.com](http://www.journalmetrics.com)

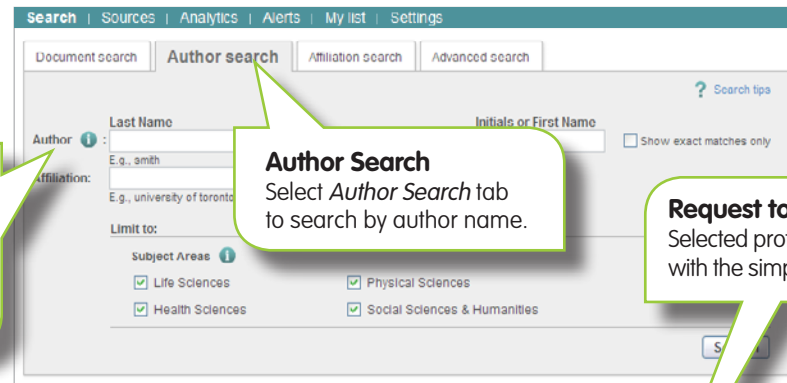
# Author Tools



## Search by an Author's Name

With Scopus, you can identify specific individuals from author attribute information and Scopus search algorithmically created profiles for articles that the author has written. From the author ID you can display all articles by that author, documents that cite the author, *h*-index and more.

### Starting a Search



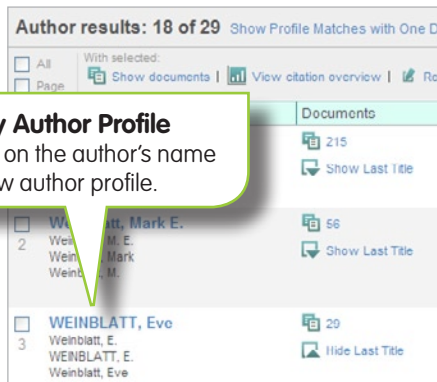
**Author Name**  
Enter surname and initials or given name of author in *Author* box and a list of authors that may match will be shown. You can also search in combination with his/her affiliation.

**Author Search**  
Select *Author Search* tab to search by author name.

**Request to Merge Authors**  
Selected profiles for the same author can be merged with the simple step by step *Author Profile Wizard*.

**Author Profile**  
displays the author's articles, documents that cite the author, *h*-index, and can analyze the citations.

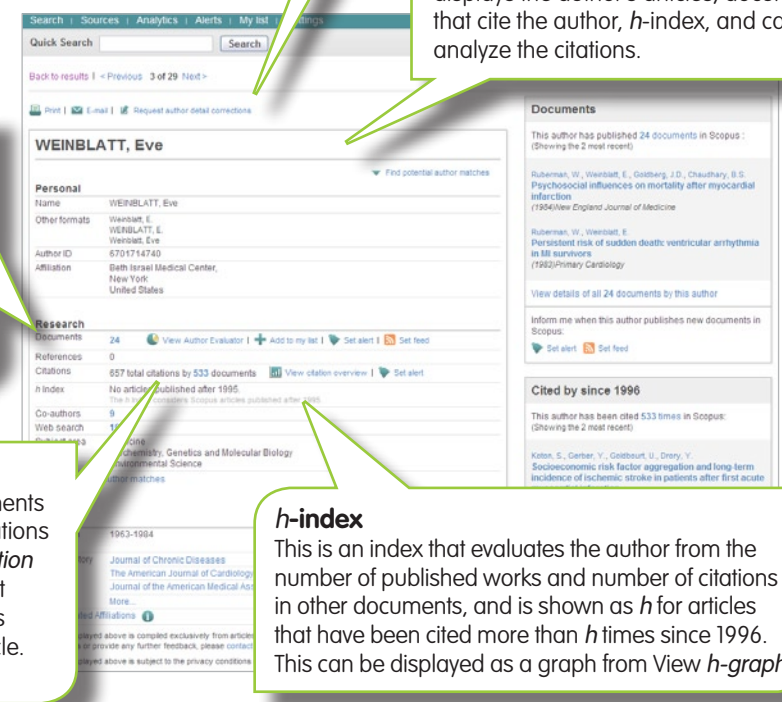
### Author Profile



**Display Author Profile**  
Clicking on the author's name will show author profile.

**Article Information**  
In the *Documents* field, check all articles by this author. Using *Author Evaluator*, show the author's research results as graphs from a number of different aspects. Use search alert to set to alert you via email (*Set alert*) or RSS feed (*Set feed*) when this author publishes another article. (Requires login)

**Citations in Other Documents**  
In the *Citations* field, check which documents cite this author's articles. Analyze the citations of all this author's articles from *View citation overview*. Use *Author Citation Alert* to set to alert you via email (*Set alert*) when this author's articles are cited in another article. (Requires login)



***h*-index**  
This is an index that evaluates the author from the number of published works and number of citations in other documents, and is shown as *h* for articles that have been cited more than *h* times since 1996. This can be displayed as a graph from *View h-graph*.

# Registration

## Using Personal Functions

By registering as a user, you are able to set up useful personal functions such as email alerts. Your username and password are the same as for ScienceDirect, and you only need a single sign-on.

### Login

If you already have a username and password then click *Login* and enter them in the login box. If you check *Remember me*, your login information will be stored in your computer and you will be permanently logged in.

### User Registration

To register as a new user, click *Register*. Enter the required information, such as your name and email address, in the registration window.

### Alerts

You can create and manage email alerts to stay up to date in your field.

- *Search Alert*
- *Author Citation Alert*
- *Document Citation Alert*

### Check My List

You can check your articles in the temporary list or the list you saved.

### Change Individual Settings/Password

You can change your email address, password, RefWorks UN/PW, and so on from the *Settings* menu.

### Scopus Alerts Mobile App

Scopus Alerts Mobile App lets you take Scopus with you for searching, alerting, annotating and sharing on the go. For more information; [info.sciverse.com/sciverse-mobile-applications/overview](http://info.sciverse.com/sciverse-mobile-applications/overview)

### Customize

Registered users can Customize the look and behavior of their Scopus search experience.

# Search Term Rules

## General Rules

- Not case sensitive
- Entering singular nouns will also search for plural nouns and possessives (with some exceptions)
- Entering either variation of Greek letters ( $\alpha$  OR alpha,  $\beta$  OR beta,) will search for both variations
- Entering either British or American spellings (colour, color, or tyre, tire) will search for both variations

## Phrase Search

- Multiple words set off by spaces will be processed with the *AND* operator.
- To search as a phrase, enclose it in double quote marks or curly brackets.
  - *Double quotes " "* will search for fuzzy phrases. It will also search for both singular and plurals (with some exceptions). Symbols are ignored. Wildcards can be used. *"heart-attack"* will search for *heart-attack, heart attack, heart attacks, and so on*
  - *Curly brackets { }* will search for a specific phrase. It limits the search to only the specified character string, and symbols can be used. *{heart-attack}* will only search for *heart-attack*

## Wildcards

- \* replaces any number of characters  
*toxi\* will search for toxin, toxic, toxicity, toxicology, and so on*
- ? replaces only one character  
*sawt??th will search for sawtooth and sawteeth*

## Logical operators and proximity operators

- *AND* Searches for articles containing both words  
*food AND poison*
- *OR* Searches for articles containing either or both words  
*weather OR climate*
- *AND NOT* Searches for articles that do not contain the following words  
*tumor AND NOT malignant*
- *W/n* Restricts to n words between the two words, the word order is not set  
*Pain W/5 morphine*
- *PRE/n* Restricts to n words between the two words, the word order is as set  
*newborn PRE/3 screening*
- Operator priority order (it is possible to change the priority order by using parentheses)  
*1. OR 2. W/n or PRE/n 3. AND 4. AND NOT*

For more information on searching, see the in-product help files