

Faculty Collaboration Database Manage Your Publications



Your profile page includes a list of your publications. Maintain this list by taking advantage of the PubMed and Scopus author searches that are assigned to your FCD account.

How to populate your publications list

Login to your FCD account. Use the navigation on the left-side of the page to go to *Publications*, and a list of publications may appear. Use the green check symbol to confirm any publications that belong to you. If a publication is not yours, select the red button to reject it. Confirmed publications will show up under your publications list on your profile page.



PubMed Search

Every FCD profile includes a default PubMed author search using your last name and initials. Faculty with common last names or faculty who have published under different last names may want to modify their author search to be more specific and/or include name variations.

To modify your search, go to *Publications > Modify PubMed Search*. Enter in a new PubMed search strategy.

Try out different search queries in <u>PubMed</u>, and when you find the right one, enter it into the "*Modify PubMed Search*" area. PubMed provides <u>documentation</u> on how to create author searches.

Scopus Search

Faculty have the option of also adding in their Scopus Author ID. To look up your Scopus Author ID, connect to <u>Scopus</u> from the MCW Libraries <u>All Databases</u> page and run an author search.

Enter your Scopus Author ID by going to *Publications > Modify Scopus Author ID*.

Having problems maintaining your publications?

- If you inadvertently confirm a publication that is not yours, go to Publications > Show Preferences and use the orange arrow to undo the rejection. Then go back to the Confirm/Reject page to confirm the publication.
- Submit a <u>Help request</u> to get help with modifying your PubMed search or to find your Scopus Author ID.
- If a publication of yours is not showing up under your *Confirm/Reject* list, you can manually add it in.
 - If you know the PMID, go to Publications > Add Publication by PMID
 - Otherwise, go to *Publications > Add Publication* and enter in the citation information.