Altmetric Explorer for Institutions: A Guide for Researchers

Introduction

Altmetric tracks, monitors and collates online attention for scholarly content from thousands of online sources, including public policy documents, the mainstream media, blogs, social networks, Wikipedia, and academic forums and reference managers.

Mentions are collected in real time and then displayed on the Altmetric details page for each piece of research:

The Altmetric score and donut

You might have seen the Altmetric visualisations on publisher websites or in institutional respositories. The colours of the donut each represent an individual attention source (for example, red is always news, yellow is always blogs) so the donut will change depending on where a particular item has received attention from.

The Altmetric score is an indicator of the volume and reach of the attention an item has received - the higher the score, the more attention. It is a weighted count and not just a sum of all of the mentions.
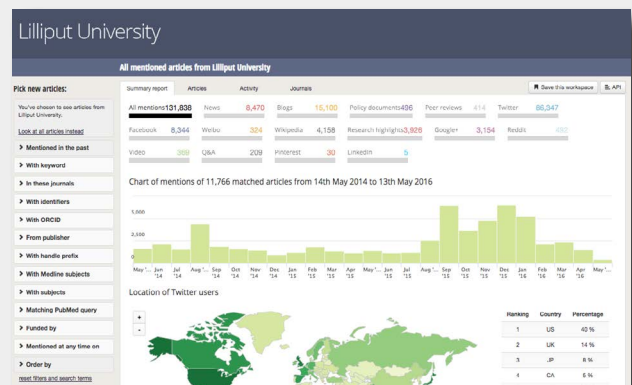
More information on how the score is calculated can be found at altmetric.com/support.

Explorer for Institutions

Explorer for Institutions is a database that enables you to browse and report on the Altmetric information for any piece of research, including your own.
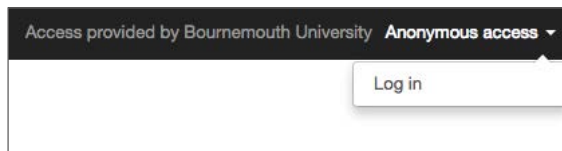
To access Explorer for Institutions go to altmetricexplorer.com.

Getting started

To save workspaces, set up alerts and export data you'll need to register for your own account.

Click on the arrow in the top right of the screen to do this:

Find out what attention your research is receiving

Altmetric attention data can be useful for finding examples that help showcase the reach and influence of your work - things that might be good to include in your CV, annual reviews, and funding applications.

To find the Altmetric data for your research in Explorer for Institutions follow these steps:

1. Select the 'Explore my institution' tab
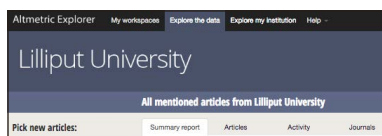
2. Browse the author list to find your name.

Next to your name you'll see the number of research items associated to you, and the number of those that have 'mentions' from the attention sources Altmetric tracks.

3. Clicking on your name will take you to the 'summary report' view for all of your research.

You can click on the different sources of attention to see which of your research is mentioned in each source.

4. The 'articles' tab lists all of your individual research outputs that Altmetric has picked up attention for.

Hover over the donuts to see a summary of the attention, or click on them to go to the details page for that item.

5. If you have only recently published something it may not yet be associated with your name.

You should be able to find any attention for it by clicking 'look at all articles instead' (on the left hand side in the summary tab view) and using the filters to refine by journal or search by unique scholarly identifier (such as the DOI or ISBN).

Set your filters and then click 'show matching articles' to bring back any results in the Altmetric database.

Get notified when your research is mentioned

Altmetric data updates in real time, making it much easier to manage your online reputation and engage with people who are talking about your work. Setting up alerts means that you can be notified as soon as any of your research is mentioned, so you can keep an eye on who is saying what and respond if you want to.

To set up alerts follow these steps:

1. Make sure you've registered for an account by clicking on the arrow in the top right and choosing your login details.


2. Browse to find your selected research (either via the Explore my Institution tab, or using the filters on the left).

3. Click 'save this workspace' in the top right of the summary report view - you'll be prompted to enter a workspace name and click 'save'.

4. Go to the 'My workspaces' tab - here you can select to receive email alerts for each of your workspaces daily or weekly (or export the data straight to excel).

5. That's it! You'll receive a report to your inbox daily or weekly (depending on what you specified) that shows all of the attention the items in your saved workspace have received.

6. Alternatively, if you just want to receive updates for one piece of research, you can always click 'Alert me about new mentions' on the details page for that item.
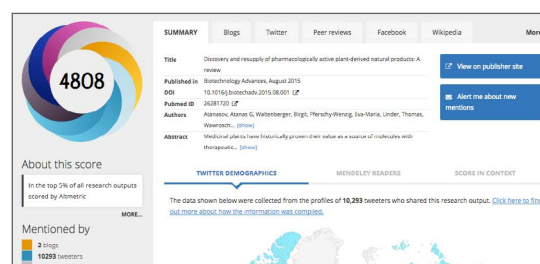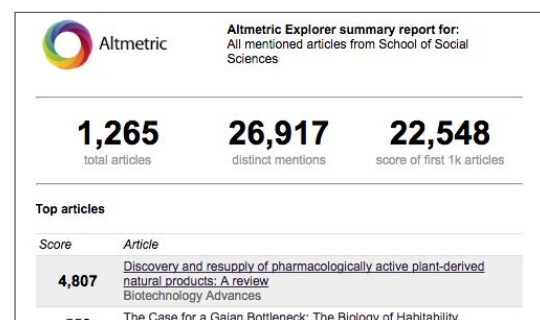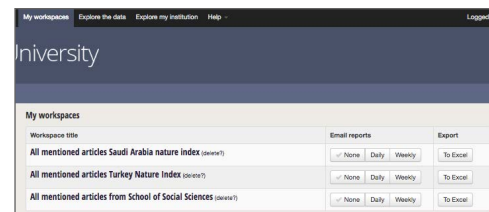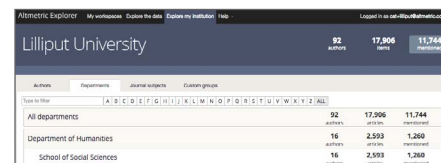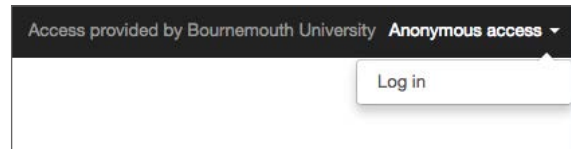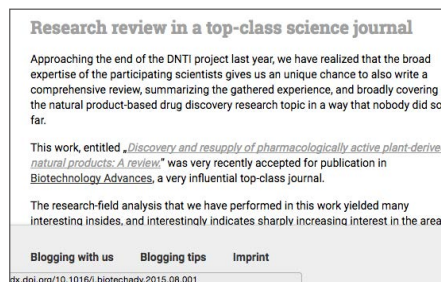
Make sure Altmetric picks up your mentions

Altmetric maintains a whitelist of blogs and news sources and scans those continually looking for links to domains where they know research lives (nature.com, for example).

There are a few things you can do to make sure the mentions of your research are picked up and that your research outputs are associated with your name in Explorer for Institutions:

1. Ensure your research is recorded or hosted in the system that your institution uses to populate their EFI instance (this might be via your repository or other research management system).
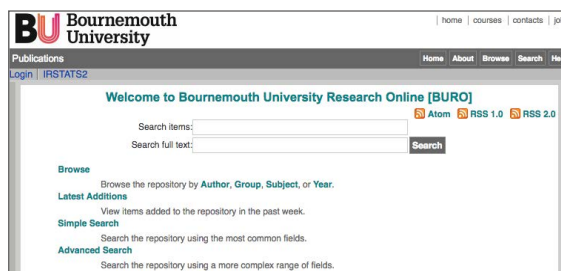
2. When sharing your work on social networks or in blogs, always include a link to a place where the research is hosted and the scholarly identifier can be found on the page (the publisher site, for example).

3. Make sure Altmetric are tracking key attention sources in your field.

If your research has been mentioned in a news outlet or a blog that Altmetric seem to have missed, email support@altmetric.com to see if they are tracking the source (or can add it).
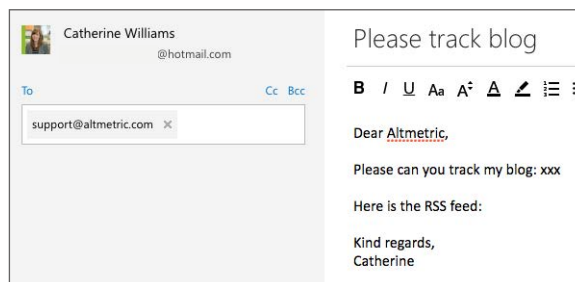
4. Encourage best practice amongst your peers and other networks - ask that press teams always include a link back to the original publication in their posts or articles, and remind your colleagues to do the same.

## Demonstrate the reach and influence of your research

Funders, management and review panels are increasingly looking for researchers to provide more context and examples of the broader impacts of their work. Altmetric data can help you show where it has reached a wider audience, and how it was received both within and beyond the academic community.

Here's an example of how you might include it in a personal review:

1. Navigate to the Altmetric data for your research via the 'Explore my Institution' author section.

2. Take a look at the summary view to see what you might want to showcase - for example if you want to show academic engagement you could focus on any research highlights that your work has received, whereas if you're keen to highlight public attention you should delve deeper into news stories or blogs that have mentioned your research.
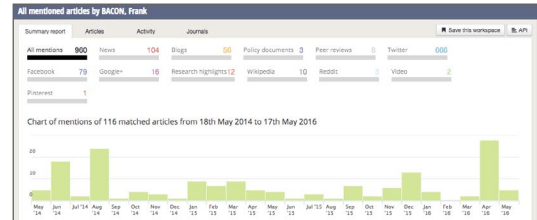
3. Be sure to click on the individual 'donuts' on the articles tab and look at the actual mentions - who is saying what? Pull out or screenshot some examples that demonstrate what you want to show your reviewers.

4. Check out the 'score in context' tab on the details page for each item - this will help you see how the attention this item has received compares to research published around the same time, or in the same title.
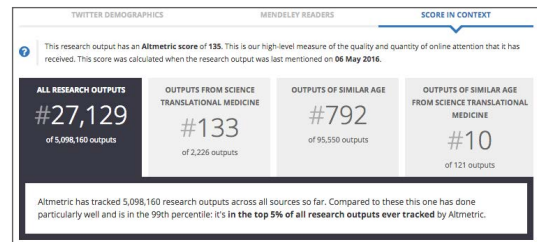
5. Decide on your highlights and summarise them in your write up. Be sure to provide evidence (the actual examples) of what you're saying, and add a link to the Altmetric details page for further information where possible:

> "This research has received international news coverage from major news outlets including the New York Times, reaching millions worldwide. This has implications for far-reaching changes in personal nutrition choices, based upon my research."

Find interesting research in your discipline

Altmetric tracks thousands of mentions a day and the Explorer for Institutions database contains attention data for millions of research outputs. You can browse and filter all of this data to help find new and interesting research in your field.

1. Go to the full Altmetric database by clicking 'view all articles instead' in the top left of the Explorer for Institutions summary view.

2. There are a few ways you can find the research that's currently trending in your field.

As a first step you should always select your timeframe (for example '1 week') to see all research mentioned in that period.

The keyword search
Enter the search term you'd like to see results for.

Click 'show matching articles' at the bottom - the right hand side of the screen will display all research matching that keyword that Altmetric have found attention for.

You can change the order that results are displayed in using the selection on the bottom left:

Journal filter
If you know of discipline-specific journals and want to see what's currently trending in them, you can use the journal filter to search for these individually or all together.

Enter the name of the publication(s) you want to look at, and then click 'ok' and 'show matching articles'

Subject filter
Start typing any subject name into this box, select from the suggested list that appears, and click 'show matching articles' to see the attention data for items classified in that subject area.

By PubMed search
You can enter any PubMed query string in the PubMed search filter to see the Altmetric data for any items that can be found for that query in PubMed. Click 'Fetch PubMed results' and then 'show matching articles' to see the results.