

## USER GUIDE



Scopus®



# Scopus®

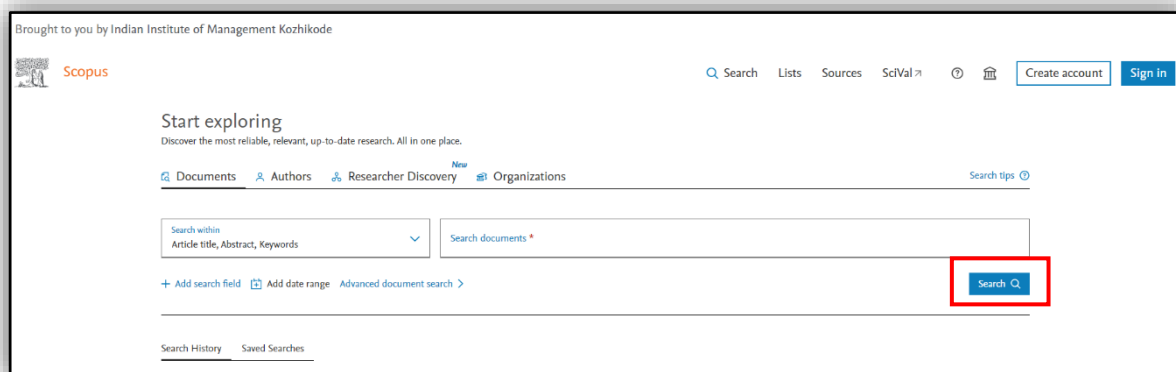
<http://www.scopus.com/>

The World's largest Indexing & Citation Database. Scopus indexes content from more than 25,000 active titles and 7,000 publishers. Users get access to thousands of titles, millions of author profiles and 1.7 billion of cited references. Scopus helps users visualize, compare and export data to evaluate research output and trends.

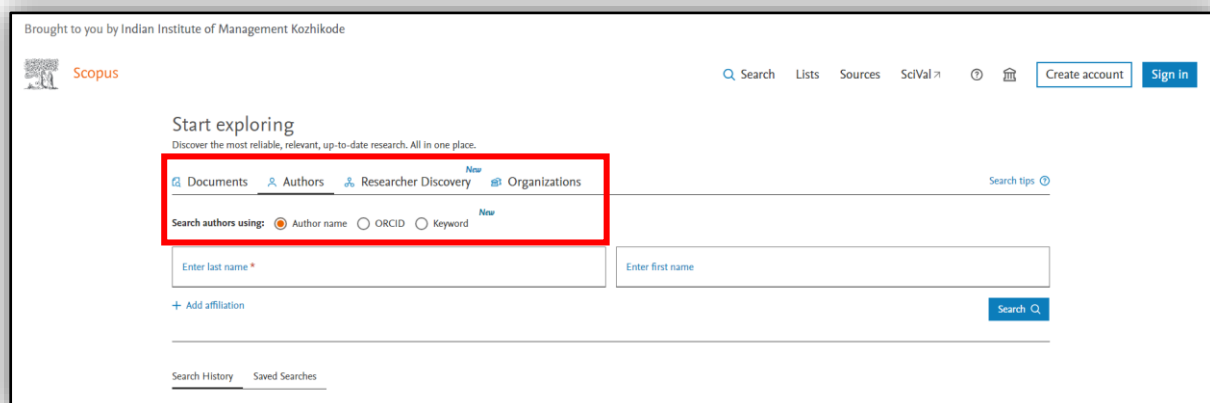
**Major Subject Areas Covered:** Academic Literature

**Access Method:** IP Authentication + One-time Registration using IIMK Email id (For downloading)

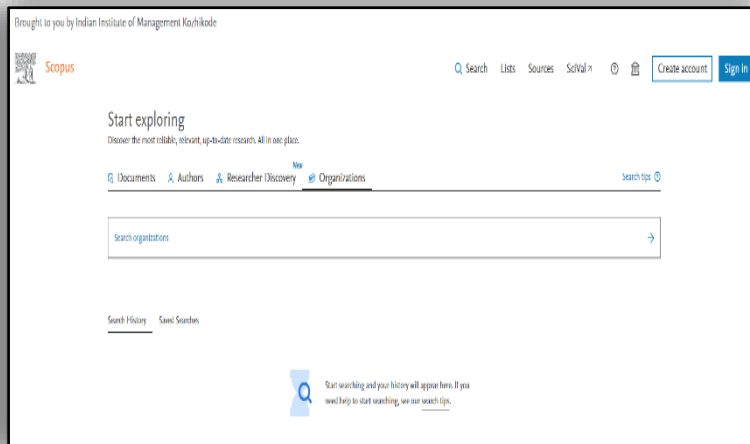
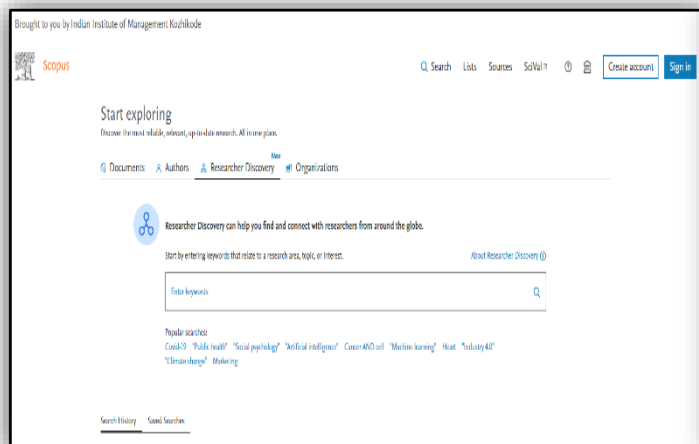
**Document Search:** This tab is the main search window of the homepage. To begin, enter the search term in the space provided. To search using multiple keywords and search items, click the Add search field button. You can use Boolean operators (AND, OR, NOT) combine keyword in a search.



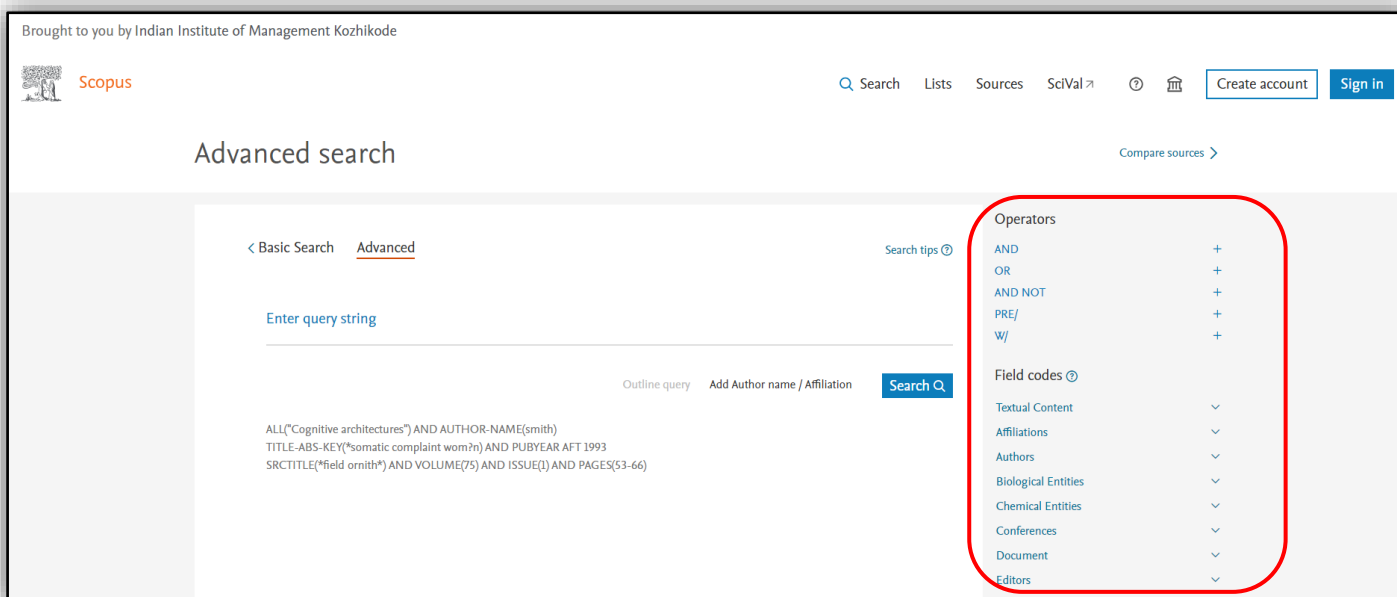
**Author Search:** When you search by authors, you can search by last and/or first name. You also have the option to search by ORCID ID and Keyword.



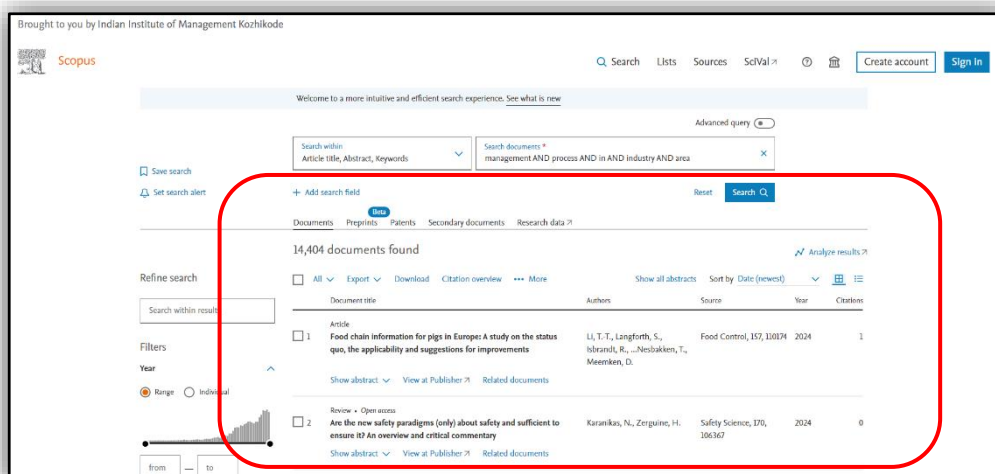
**Browse Sources:** Browse an alphabetical list of all journals, book series, trade publications, and conference proceedings available in Scopus.



**Boolean Operators:** Select from AND, OR, and NOT to combine search terms. In the Combine bar in Search history, you can enter the list number of each search you want to combine, using the # symbol and the AND, OR and NOT operators.



**Document result page:** The Scopus document result page provides a list of academic papers matching your search, displaying key details and offering filters, export options, metrics, and links to full text.



## Refine Search Result:

From the left-hand menu, you can:

- Search within your results
- Select only open-access documents (learn more about the Open Access filter below)
- Use filters to limit or exclude results from your search, including, but not limited to:

Access Type	Publication Year	Keyword
Affiliation	Author Name	Subject Area

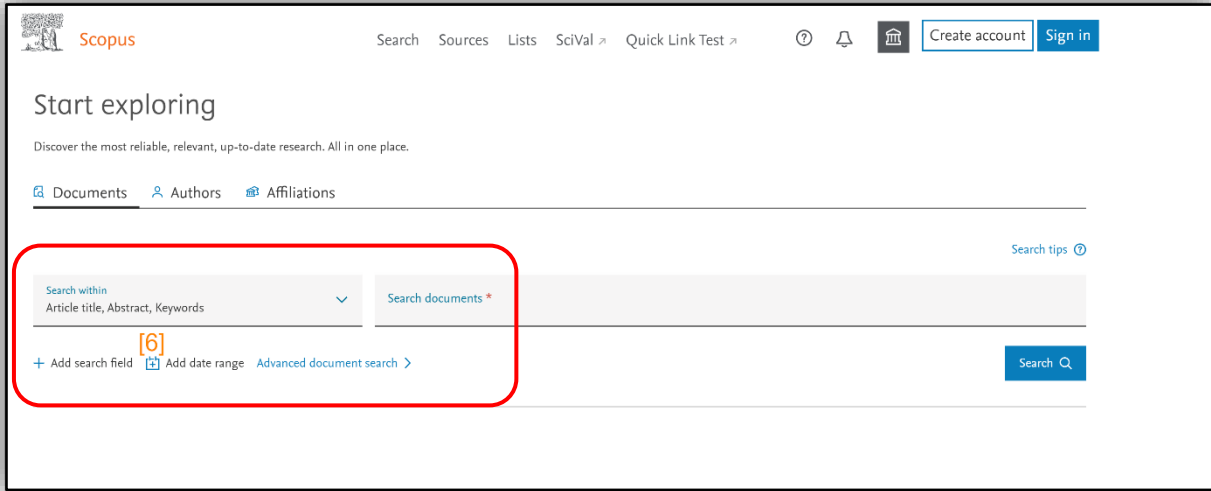
**Limit your search:** Use the filter options to narrow your Scopus search by setting a specific date range.

### 1. Publication date range, then specify **Published from /To**

- Choose from 'All years' or a range of years by using the drop-down arrows (the default is 'All years')

### 2. Date added to Scopus:

- Specify 'Anytime' or within the last 7, 14, or 30 days by using the drop-down arrow (the default is 'Anytime')



Scopus Search Sources Lists SciVal Quick Link Test Create account Sign in

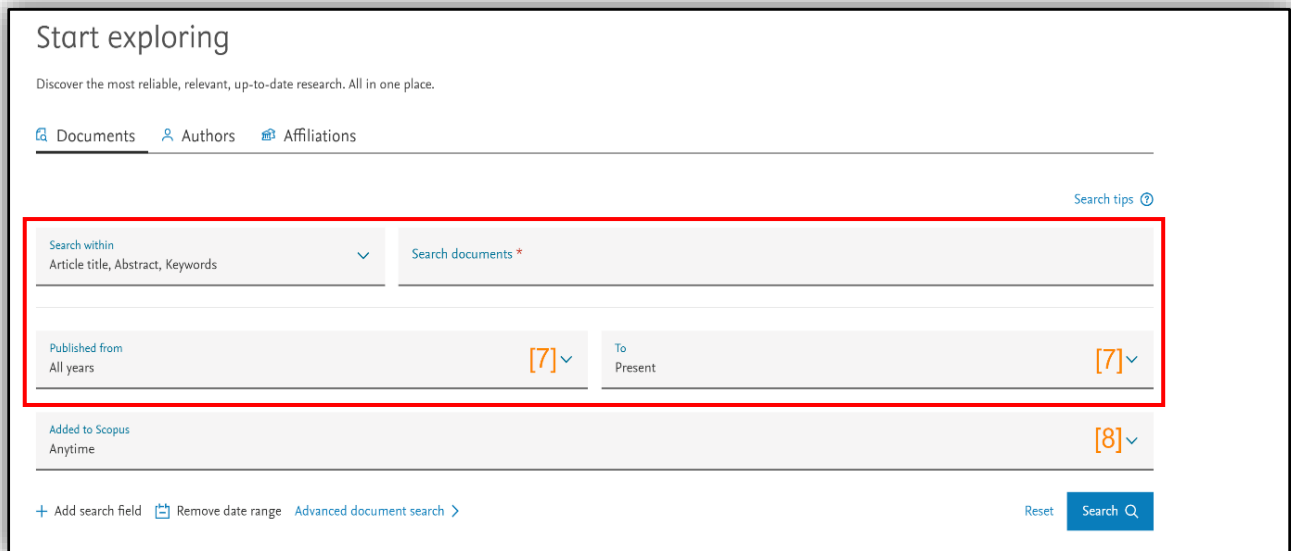
## Start exploring

Discover the most reliable, relevant, up-to-date research. All in one place.

Documents Authors Affiliations

Search within Article title, Abstract, Keywords Search documents \* Search tips

+ Add search field [6] Add date range Advanced document search Search



## Start exploring

Discover the most reliable, relevant, up-to-date research. All in one place.

Documents Authors Affiliations

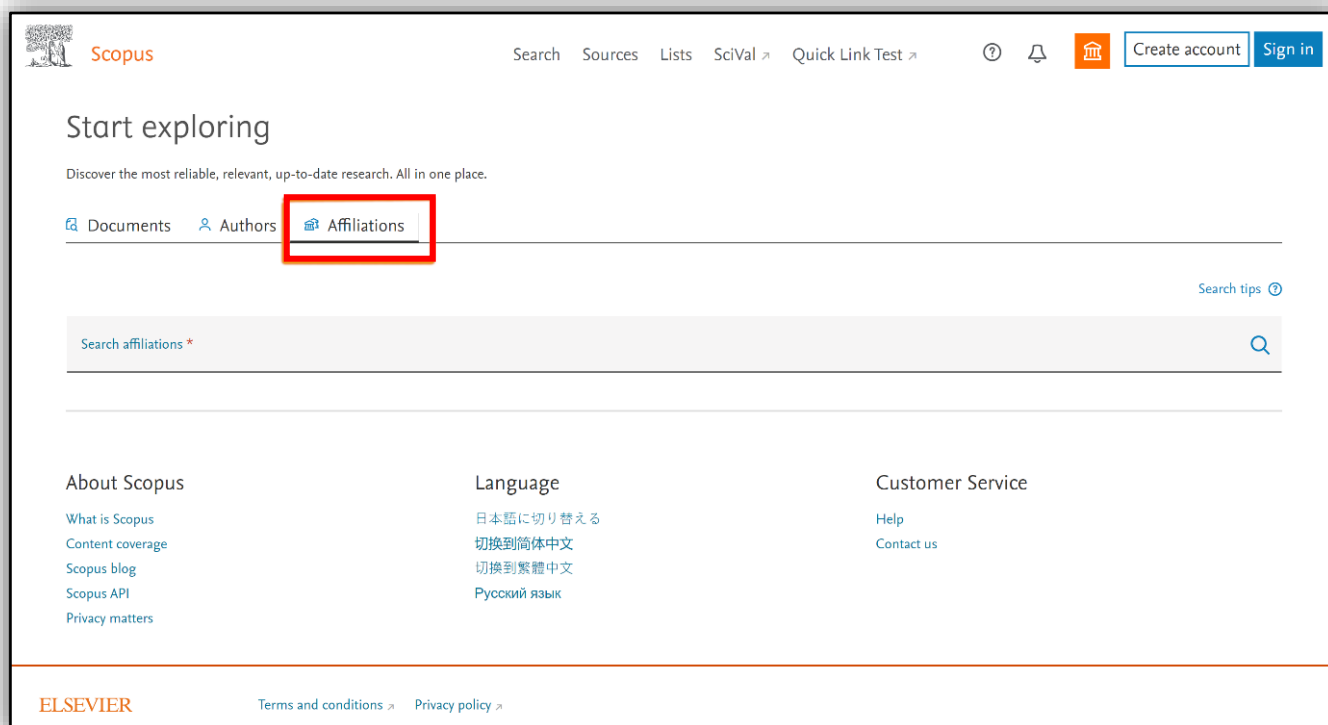
Search within Article title, Abstract, Keywords Search documents \* Search tips

Published from All years [7] To Present [7]

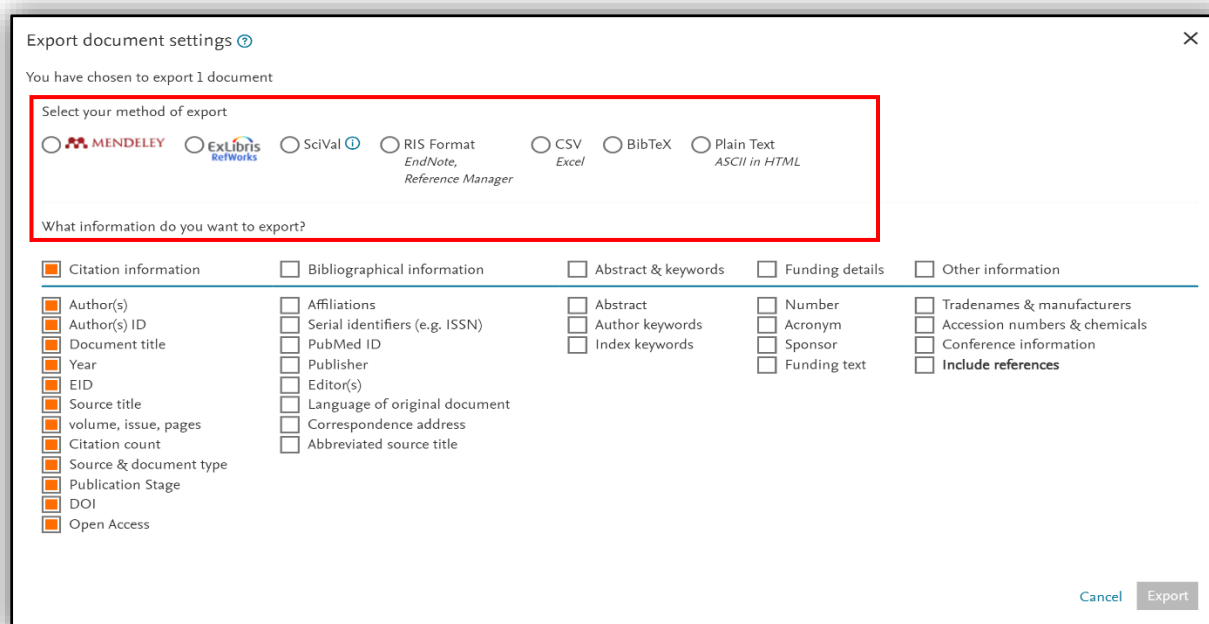
Added to Scopus Anytime [8]

+ Add search field Remove date range Advanced document search Reset Search

**Affiliation search:** When you search by affiliation, just type the affiliation's name. The search will begin to auto-populate.

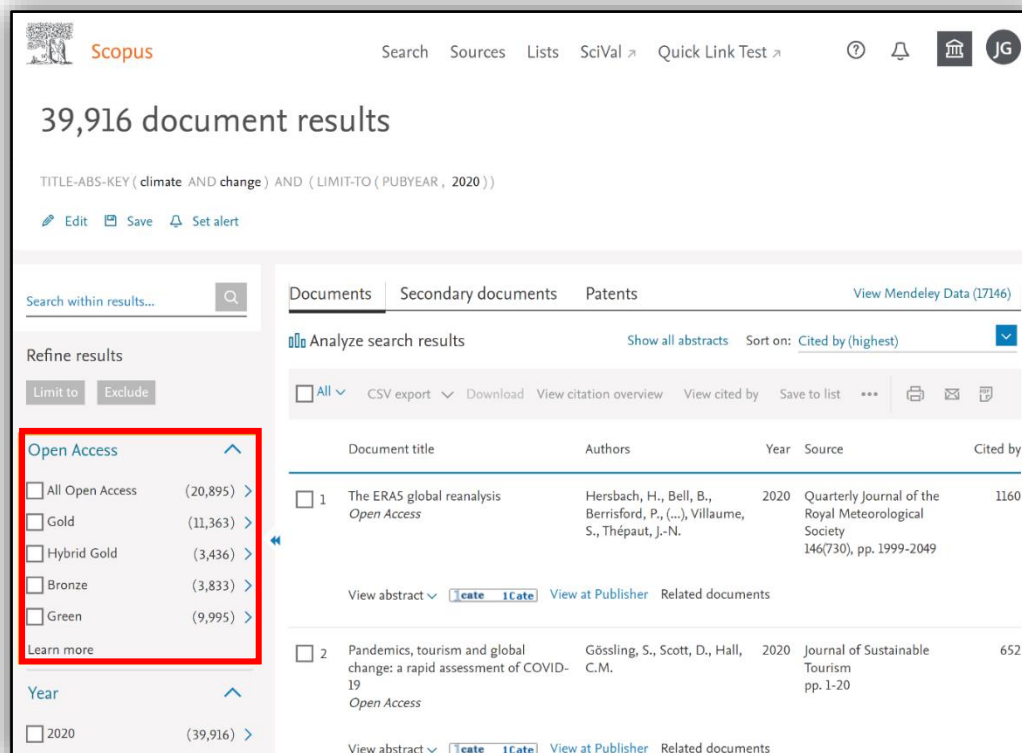


**Export result:** Export your Scopus search results to manage citations, references, or data by using available export options such as BibTeX, Mendeley, RefWorks, RIS, SciVal, Plain Text, or CSV formats.



**Open access filter:** On the document details page, you can filter by Open Access types, including:

- Gold open: Documents that are in journals that only publish open-access
- Hybrid Gold: Documents that are in journals that provide authors the choice of publishing open-access
- Bronze: Published version of record or manuscript accepted for publication; the publisher has chosen to provide temporary or permanent free access
- Green: Published version or manuscript accepted for publication, available at the repository



The screenshot shows the Scopus search results page for the query "TITLE-ABS-KEY ( climate AND change ) AND ( LIMIT-TO ( PUBYEAR , 2020 ) )". The results are filtered to show 39,916 document results. The "Open Access" filter is highlighted in red, showing the following options:

- All Open Access (20,895)
- Gold (11,363)
- Hybrid Gold (3,436)
- Bronze (3,833)
- Green (9,995)

The main results table shows the following documents:

Document title	Authors	Year	Source	Cited by
1 The ERAS global reanalysis <i>Open Access</i>	Hersbach, H., Bell, B., Berrisford, P., (...), Villeneuve, S., Thépaut, J.-N.	2020	Quarterly Journal of the Royal Meteorological Society 146(730), pp. 1999-2049	1160
2 Pandemics, tourism and global change: a rapid assessment of COVID-19 <i>Open Access</i>	Gössling, S., Scott, D., Hall, C.M.	2020	Journal of Sustainable Tourism pp.1-20	652