Tips for using Citation Overview on Scopus.com

While Scopus is undergoing migration, the integration with Citation Overview may not be fully functional on all Scopus.com pages. To assist Scopus users, we prepared detailed instructions explaining how to create citation overviews via various user flows.

We learned recently that the following user flow is very popular among librarians:

- 1. Search for authors using their partial last name
- 2. Select several authors on the author search results page and then use "Show documents", which will
- 3. Open the list of their documents on the (legacy) document results page

In step-3, users always land on the legacy document results page, which may have problems with the Citation Overview integration. Hence, we advise to switch to the new document results page and use the "Citation overview" option available there.

This can be done by selecting the "Edit" option on the top of the page and then rerunning the exact same search query again, as it is shown in the screenshots below.

5 document results

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Some librarians may need to create **citation overviews for their saved document lists**. This can be achieved by exporting all document EIDs from the list in the CSV format and editing the exported file:

- 1. Remove the first row of the file.
- 2. Clear the data in the first column of the file.
- Copy/paste the following text:
 in the first column: EID (
 - in the third column, except the last row:) OR
 - in the third column of the last row it should be)

Once editing is complete, select and copy the first three columns of the Excel document, paste it as an Advanced Search query and execute "Search".

You will land on the new document results page with the "Citation overview" option available.

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And finally, we learned that it is important to be able to save the Citation Overview report as it is shown on the Citation Overview webpage in the **PDF format**. Instead of using the browser "Print" option, which may not always work, we recommend making the full-page screenshot instead. This image can then be inserted in a Word document and printed, also as a PDF file.

Different browsers have different options for making the full-page screenshots. Below we illustrate how this can be done in Mozilla Firefox.





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