

Author Feedback Wizard (AFW)



An improved way to check your Scopus Author Profile!

Value of AFW for our customers:

Your Scopus Author Profile (automatically created by Scopus) showcases various indicators including number of citations, publication history and *h*-index. These metrics may be used for tenure, funding and for other research performance based decisions; therefore, it is important to ensure your profile reflects your information correctly.

Despite the sophistication of the algorithmic profiling used by Scopus, algorithms cannot always match all documents to a single profile with 100% accuracy. That is why the Scopus Author Feedback Wizard allows you to review your Scopus profile and submit feedback.

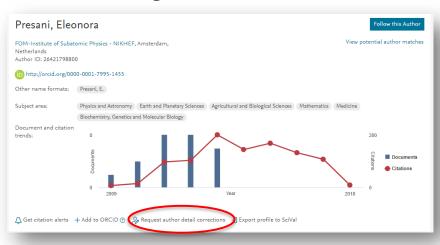
Review your Scopus Author profile or on the behalf of others

 An individual can also submit changes on behalf of another user (for instance, a librarian can submit changes on behalf of researchers)

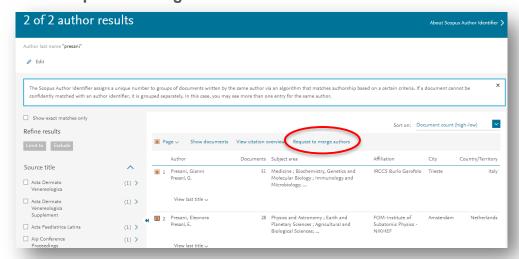


There are two ways to access AFW

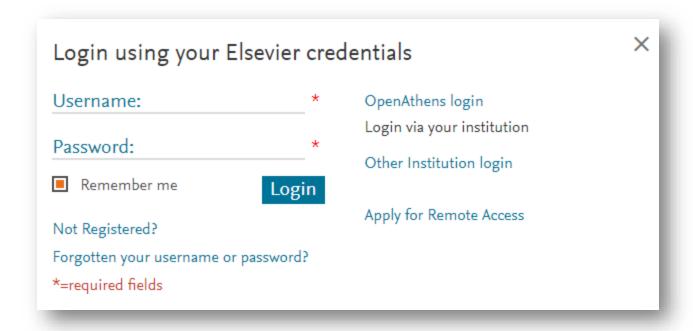
1. "Request author detail corrections" from an Author Details Page:



2. "Request to merge authors" from a set of author results



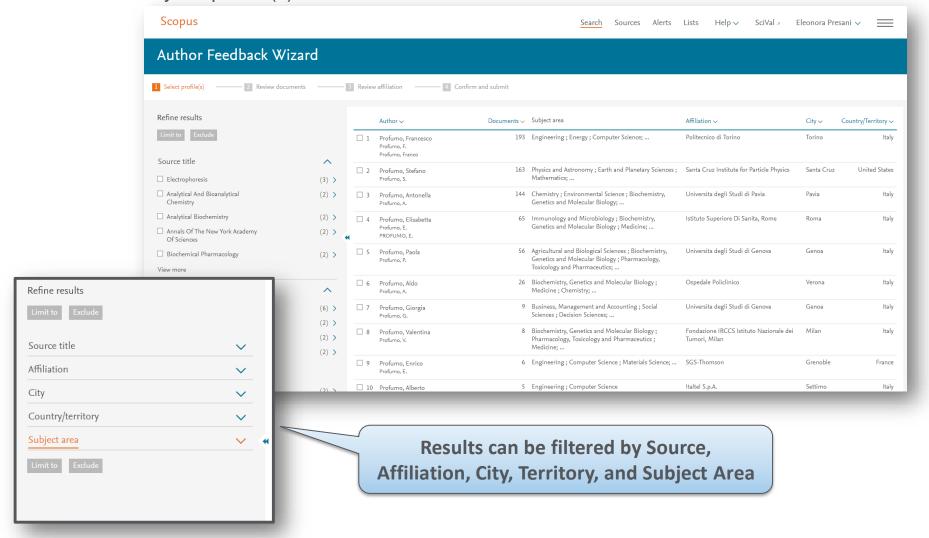
User will be prompted to login or register



 Logging in simplifies the process for users as it will allow them to track the changes they have submitted

Step 1: Select Profiles

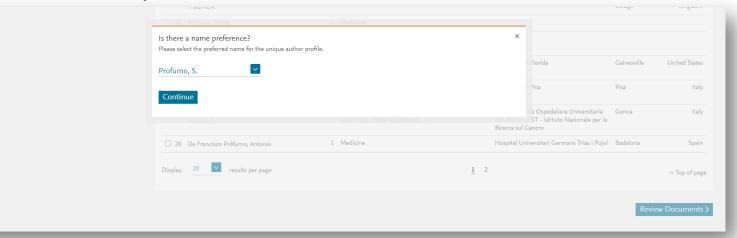
You will be directed to a list of results with possible profiles matching your search. Find and select your profile(s).



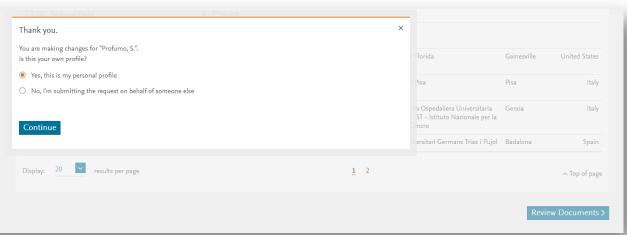
Step 1: Select Profiles

You will then be presented with two questions:

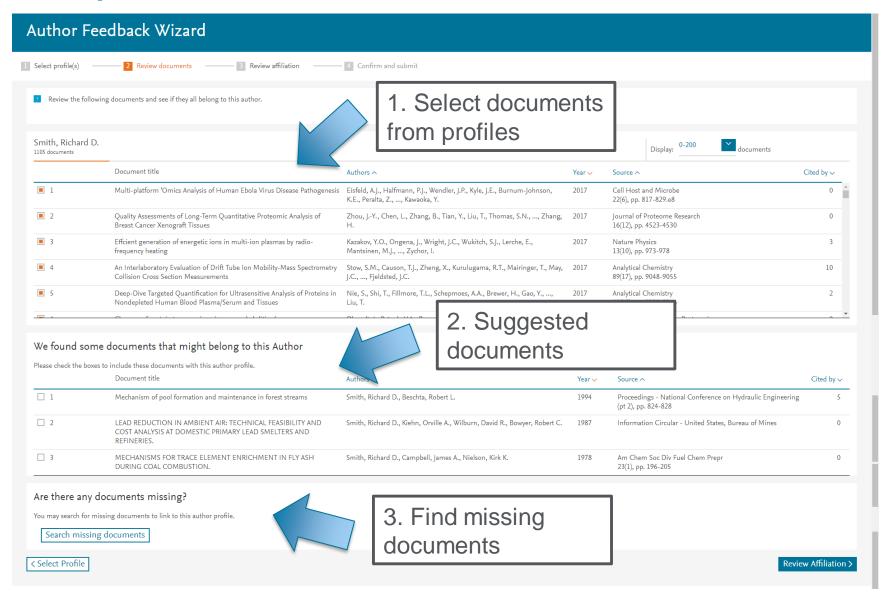
Is there a name preference?



Is this your personal profile or are you submitting the request on behalf of someone else?



Step 2: Review documents

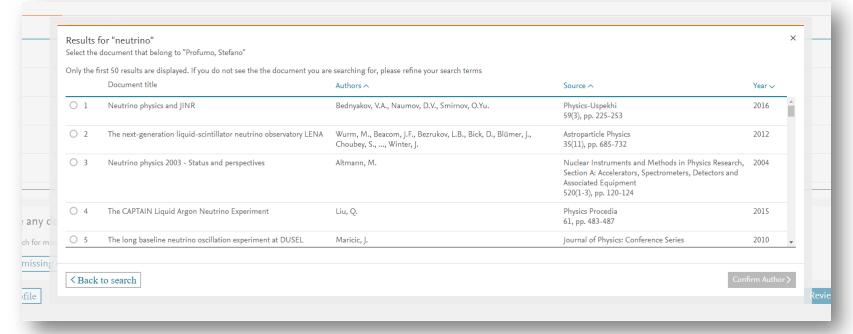


Step 2: Review documents: Add any missing document(s)

Conduct a keyword search within the article title or abstract.

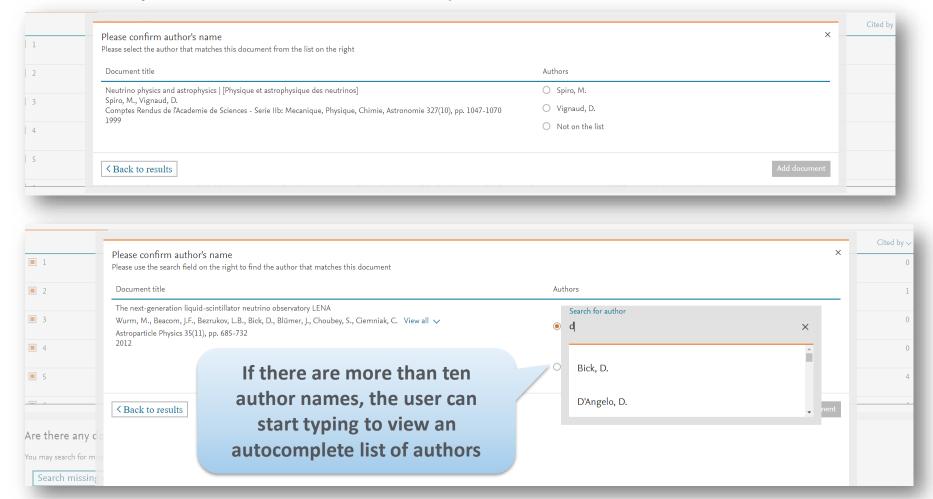
Search for a missing document		
Please be aware that some documents might not be in Scopus at	the moment and therefore will not be shown.	
Search neutrino	Article title, Abstract	
Search		

Documents can be selected and added one at a time to the profile.



Step 2: Review documents: Add any missing document(s)

Select your name from the list of publication authors

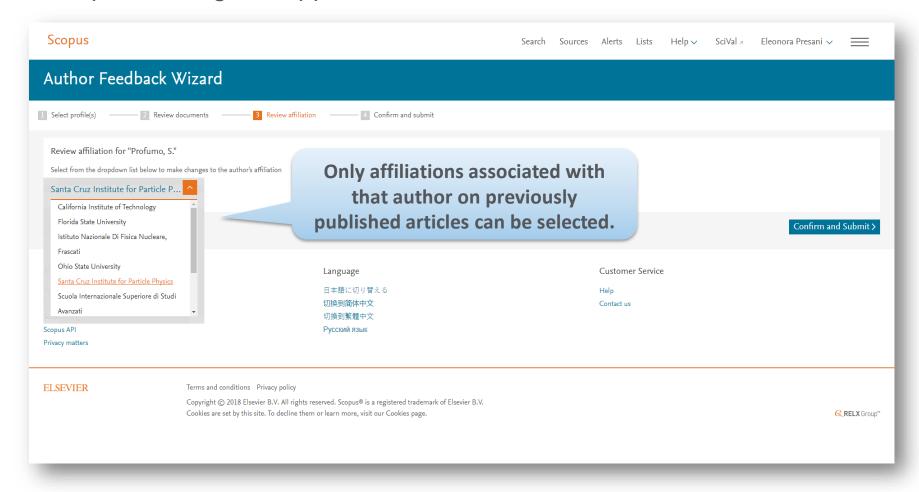


Step 2: Review documents: Add any missing document(s)



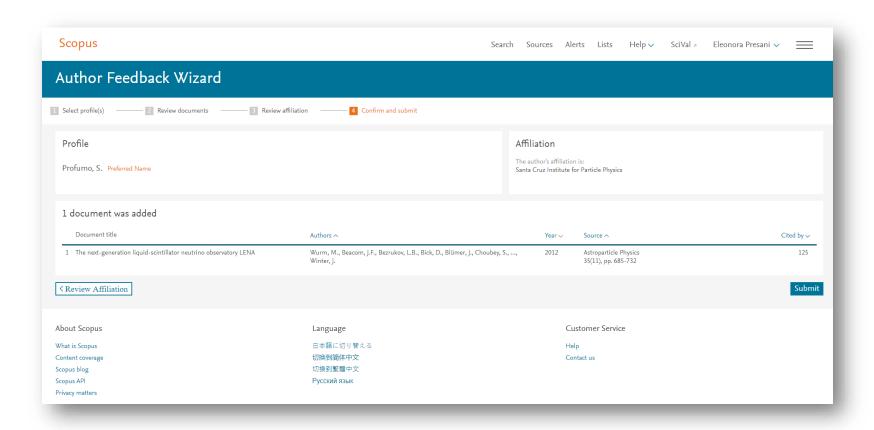
Step 3: Review affiliation

Request changes if applicable



Step 4: Confirm and and Submit

A tracking number will be provided (also via email)







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