

Elements

Quick start guide



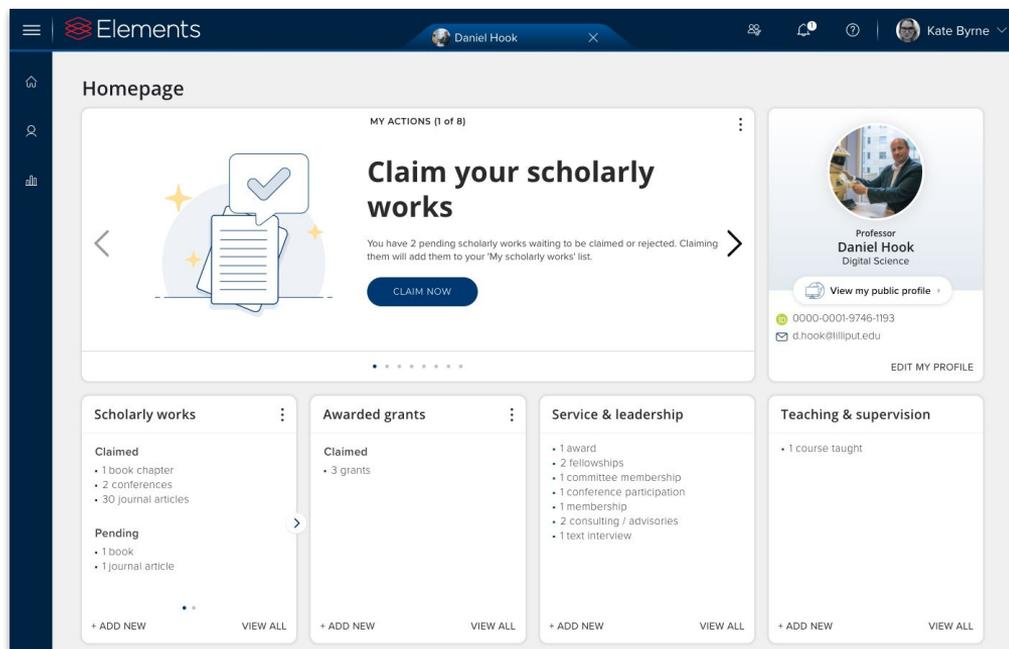
Home page

The Home page is where you land after logging into Elements.

Click on **EDIT MY PROFILE** to go to your Profile page. Scroll through the **MY ACTIONS** prompts. Every item has a link that takes you to the section in Elements where tasks can be completed, including:

- Set up your search settings
- Add author identifiers
- Claim scholarly and creative works
- Deposit publications
- Add records of impact

Data types in each activity section are active links. Click on any one to go to that activity type or add manual records by selecting **+ ADD NEW**.



The screenshot shows the Elements Home page for a user named Daniel Hook. The page is titled "Homepage" and features a navigation bar at the top with the Elements logo and the user's name. The main content area is divided into several sections:

- MY ACTIONS (1 of 8)**: A prominent section titled "Claim your scholarly works" with a blue "CLAIM NOW" button. It states, "You have 2 pending scholarly works waiting to be claimed or rejected. Claiming them will add them to your 'My scholarly works' list."
- Profile Card**: A circular profile picture of Professor Daniel Hook, Digital Science, with contact information: 0000-0001-9746-1193 and d.hook@illiput.edu. A button for "View my public profile" and an "EDIT MY PROFILE" link are also present.
- Scholarly works**: A section with a list of "Claimed" works (1 book chapter, 2 conferences, 30 journal articles) and "Pending" works (1 book, 1 journal article). It includes "+ ADD NEW" and "VIEW ALL" buttons.
- Awarded grants**: A section showing "Claimed" grants (3 grants) with "+ ADD NEW" and "VIEW ALL" buttons.
- Service & leadership**: A section listing activities such as 1 award, 2 fellowships, 1 committee membership, 1 conference participation, 1 membership, 2 consulting / advisories, and 1 text interview. It includes "+ ADD NEW" and "VIEW ALL" buttons.
- Teaching & supervision**: A section showing 1 course taught, with "+ ADD NEW" and "VIEW ALL" buttons.

Getting to know the Menu

Click on the Menu icon in the top left-hand corner to navigate around Elements.

The screenshot displays a navigation menu with a top row of tabs: My Profile, Assessment, Open Access, Reporting, Category Admin, and System Admin. Below these are five main sections: My Work, About Me, Settings, Tools, and Guidance. The Settings section is highlighted with a green border. At the bottom center, there is a HELP link.

My Profile	Assessment	Open Access	Reporting	Category Admin	System Admin
My Work <ul style="list-style-type: none">> Publications> Grants> Professional Activities> Teaching Activities> Records of Impact> Organisational Structures	About Me <ul style="list-style-type: none">> Edit Profile> Set Preferred Name	Settings <ul style="list-style-type: none">> Automatic Claiming> Name-based Search> Account Settings> Configure Homepage	Tools <ul style="list-style-type: none">> Import Publications> Create Links> Workspace	Guidance <ul style="list-style-type: none">> Help Guide> Login Announcement> Privacy Information	

HELP

The **My Profile** section contains various areas specific to you. You can either **browse** through the tabs or use the **Search** box in the upper right-hand corner to find pages.

Managing your Profile

Your **Profile** can be viewed by any other user in the system.

It contains your photo, email address, an overview statement, your co-authors at your institution, experience, and a list of your elements:

Publications, Grants and Professional Activities are grouped into **Recent**, **Favourites** and **All** tabs.

If you have added any author identifiers under your Search Settings, they will be displayed as links under **Other profiles**.

Professor Daniel Hook

[Edit Profile](#) [CV and Reports](#)



Professor Daniel Hook
Visiting Professor
Digital Science
Theoretical physics
ORCID: [0000-0001-9746-1193](#)
d.hook@imperial.ac.uk
Work +44 (0)207 321 4567

About | **Scholarly & creative works** | **Professional activities** | **Teaching activities** | **Grants**

About

Overview

I am an academic visitor at the Centre for Complexity Science at Imperial College London and a visiting professor at Washington University in St Louis.

As an academic visitor at the Centre for Complexity Science I am able to pursue my interests in complex network theory and their application to academic networks and propagation of academic esteem. I collaborate with Professor David Zeitlyn in the Department of Social Anthropology at the University of Oxford and Dr Timothy Evans at Imperial College.

I am the co-founder and Director of Symplectic Limited, a research management software company. In July 2015, I was asked to lead Digital Science as its Managing Director. My responsibilities include setting the strategy for the company, having responsibility for commercial targets, growing the company to have a global footprint and a positive effect on efficiency and collaboration across all research fields. I serve as a Director for 7 of the 8 of the Digital Science portfolio companies.

Fields of Research

[Mathematical Aspects of Classical Mechanics, Quantum Mechanics and Quantum Information Theory](#) [Quantum Physics](#)

Experience

Academic appointments

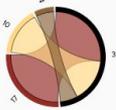
Honorary Adjunct Assistant Professor, Department of Physics, Washington University at St Louis, Jan 2010 - present
Academic Visitor, Imperial College London, Jan 2007 - present
PhD Student, Imperial College London, Jan 2000 - Jan 2007

Non-academic employment

Other profiles

[Google Scholar](#)
[arXiv](#)
[ORCID](#)
[ResearcherID](#)

Co-authors



Carl Bender (17)
Dorje Brody (10)
Lane Hughston (4)

Links

[View all links](#)

Find a colleague

Claiming author identifiers

Elements will suggest **author identifiers** based on your name-based search settings, including identifiers from ORCID, Dimensions, Scopus, ResearcherID, arXiv, figshare and SSRN.

Approve or reject the identifiers using the Yes and No buttons. Elements will automatically retrieve publications in databases using these identifiers and place them in the 'Mine' or 'Not Mine' folders.

If the system does not find all of your identifiers, you can enter them by clicking on the "Add..." link.

The system will automatically import the address associated with your organisation but you can add additional email addresses you may have published with previously.

Automatic claiming



Please tell us about the identifiers that are used to identify you in external

The more you can tell us, the less often you will be asked to verify which items are yours.

Mine (1)

Not Mine (0)

Ignored (0)

Add external profiles



[figshare.com account](#)



[ORCID](#)



[ResearcherID](#)



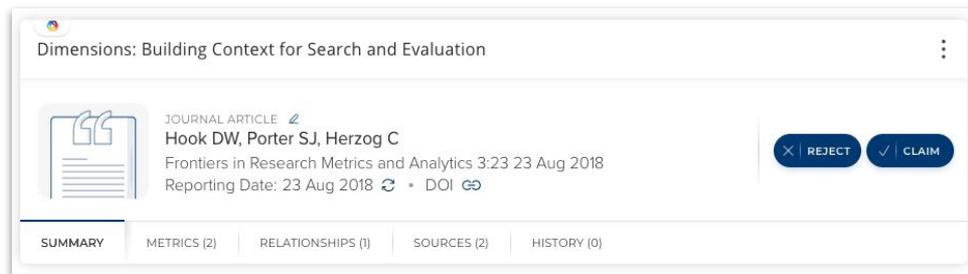
[Scopus ID](#)

Add email addresses



[Email address](#)

Claiming or rejecting publications



Elements will find new publications in the online databases that match your search terms. These will be placed in the **Pending** list of your records to await your approval. One of the actions in your **My Actions** list will take you to the pending publications.

Claim or reject individual publications using the **tick** or **cross** buttons. Or you can select a number of publications using the checkboxes, then **claim** or **reject** the marked publications with the large buttons at the top of the list.

Claimed publications will move to the **Claimed** list and rejected to the **Rejected** list.

If you have lots of items that do not belong to you, work with your System Administrator to clear the Pending list, modify your search settings to improve the accuracy of the searches, and re-run your search.

My Publications

Your My Publications page, you can view various forms of data about your articles by clicking on the tabs at the bottom of the record.

Summary shows the basic bibliographic data, while **Metrics** displays the Times Cited and Altmetric data. **Labels** presents all of the ontologies available to be associated with the publication, while **Relationships** lists all of the other Elements users who are linked to the record.

Finally, **Sources** shows a list of the data sources that comprise the publication object and **History** is the log of all activities performed against the record.

To **change** the publication type select the **pen icon**, once selected you have a drop down menu of available types, **save** the new type.

This change will be recorded in history notes. If you **change your mind** you can always change it back without any loss of data.

Towards a fossil fuel non-proliferation treaty

ARTICLE Newell P, Simms A
Climate Policy 20(8):1043-1054 13 Sep 2020
Reporting Date: 13 Sep 2020 • DOI

IN OA POLICY

DEPOSIT

SUMMARY METRICS (2) DEPOSITS (1) LABELS (4) RELATIONSHIPS (2) SOURCES (2) HISTORY (2)

Towards a fossil fuel non-proliferation treaty

ARTICLE METRICS (2)

Altmetric Scopus

229

16

SUMMARY METRICS (2) DEPOSITS (1) LABELS (4) RELATIONSHIPS (2) SOURCES (2) HISTORY (2)

Towards a fossil fuel non-proliferation treaty

Scopus Towards a fossil fuel non-proliferation treaty

EPrints Towards a fossil fuel non-proliferation treaty

SUMMARY METRICS (2) DEPOSITS (1) LABELS (4) RELATIONSHIPS (2) SOURCES (2) HISTORY (2)

Depositing publications to your repository

After claiming a publication, **upload** it into your repository.



JOURNAL ARTICLE [↗](#)

Bender CM, Hassanpour N, Hook DW, Klevansky SP, Sünderhauf C, Wen Z

Physical Review A 95(5):052113 01 May 2017

Reporting Date: 01 May 2017 [↻](#) • DOI [↗](#)



You are about to deposit this preprint to **EPrints**

Deposit advice

Institutional advice

Upload the accepted version of the publication, as this is the version most publishers permit us to use, and the version that meets funder requirements.

The accepted version is the version post-peer review, but before any publisher copyediting or layout work takes place (unless the publisher is providing a branded accepted manuscript). Proof copies cannot be used.

Library staff will check the publisher policy and apply the appropriate embargo period on the accepted version.

1. Prepare deposit (step 1 of 2)

Upload a file

Choose a file from your local machine:

Choose file: No file chosen

File version: ▼

[Deposit Without Files](#)

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Adjusting your Search Settings

Your search settings are preloaded with your name (usually in the form of LASTNAME, IN and LASTNAME, FIRSTNAME), but you can improve these settings by adding **Name variants** or **Address** terms.

Tip: Use the smallest meaningful word or term in an address. For example, enter “Oxford” and not “Oxford University.”

Tip: Additional search terms are restrictive. If you add **Keywords** or **Journals**, then Elements will only retrieve articles that include those keywords or published in those journals.

Don't forget to click **Save** when you're finished editing your search settings!

Name-based searches ?

These settings let you influence how the system performs 'name-based searches' for you, both at online databases and within existing data in the system. This kind of search will result in items being placed in your Pending list(s), for you to claim or reject.

Separate identifier-based searches can be managed on the [Automatic Claiming page](#).

Daniel Hook's settings were last modified on 13 May 2019 at 12:06 by Mr Andrew Sowerby.

Name-based search terms

Name variants: * +
(last name first)

Hook, D. W. ×

When adding name variants, please use the format "Lastname, Firstname/initials" — for example "Smith, A. G." or "Smith, Alex".

Add all combinations of your last name and initials under which you publish. The system will then convert the supplied name to the exact formats best required when searching each data source. Please do **not** use the format "Andrew Smith" or "AG Smith". Always write your last name first, followed by a comma.

If a name variant is only used by one online database, you can customise this setting in the relevant section of this page.

Addresses:

+

imperial ×

washington ×

[Switch to advanced view](#)

Add keywords associated with previous institutions, or those with which you collaborate.

Additional search terms

This section allows you to exactly specify additional supplementary information to narrow the results returned by name-based searches. Providing information in this section will cause you to only receive results published after the provided start date, which have the supplied keywords and which were published in one of the provided journals.

Start date:

Manually adding a publication

You can always add publications manually if they are not found in the online databases. Select **+ ADD NEW** on the home page.

There is automatic checking to confirm you do not create a duplicate. Just **enter** the title and search.

Enter a title, DOI or ISBN, this will pre-populate the manual entry form, we hope this saves you time and improves the accuracy of the record!

You can **claim or skip** to continue to the next step.

Add journal article

Let's get started [Tell us more](#) [Link to funding](#)

i Enter your journal article title or DOI

Your journal article may already exist in **Elements**, so to save time you can search for it here and claim it. Titles returned may contain **any** of your search words.

Title or DOI

[Skip](#)

In Elements - Showing 1 result [Explain these results](#)

[Complexified dynamical systems](#) · 10 Aug 2007

Bender CM, Holm DD, Hook DW **Already claimed**

In External Database - Showing 0 results [Explain these results](#)

None of these? [Go to next step](#)

[Cancel](#)

Manual Entry Form

For some types you have no option but to fill in all the details manually. Required fields are marked with an * and essential fields displayed by default. All other fields are optional.

Guidance is provided for types at the top of the page in the blue information box and for fields where you see a large ?

Don't forget to **Save and continue**, and follow the prompts to view your publication.

Add journal article

Let's get started [Tell us more](#) [Link to funding](#)

Information entered on this form is discoverable by other users of the publications module.

* What is your relationship with this journal article?

Author of Editor of
 Translator of Contributor to

Essential Information

* Status ?

Date of acceptance

Publication date

Online publication date

* Title ?

* Authors [edit](#)

Contact

If you have any queries or issues using Elements, the Library's Elements team will be more than happy to help.

Please contact us on:

Email: elements@sussex.ac.uk

