Creating a Google Scholar Citation Profile

Use your Gmail account to create a Google Scholar Citation Profile. If you don’t have one, then simply register for one at the following URL: http://www.google.com. Go to Gmail option and sign up.

Go to Google Scholar at http://scholar.google.co.za

Click on My Citations option. Use your Gmail account details to sign in – see below.

Step 1, Google Scholar needs to populate your profile. Complete the short online form with the basic information.
Step 2 involves locating articles to link to your Google Scholar Citation profile. Google Scholar will automatically use your existing details on the Gmail system to start searching for scholarly items which might be related to your name. Google Scholar therefore maps scholarly items to your name. You need to verify whether the scholarly items are in fact yours.

Step 3 involves setting the alert for any new articles to be mapped to your profile. I suggest you select the option Don't automatically update my profile. This would mean you first receive an email alerting you to a new article update. If it is your article, you can verify by clicking on links in the email received. If it is not yours then you can reject it. Continue by clicking on Go to my profile.

Click on go to my profile to view your Google Scholar Citation Profile.
A few tips for your Google Scholar Profile:

- Remember to set it to **public** – this will make your profile viewable to other researchers. You are then **discoverable** and you are making your research **accessible** to other researchers.

- Verify the Google Scholar profile – you will receive an email – see below.

Once you have verified, your profile will indicate verification completed – see below.
Adding items to your Google Scholar Profile

Click on the Add option – see below

Google Scholar will then generate an online form with suggestions and possible scholarly items that map to your name. This is the first of three ways to populate your Google Scholar Profile with items as part of the “Add articles groups” – see red option in left hand top corner. Follow the instructions to adding or removing items.
The next option allows for you to select individual items. It might even suggest items you never knew were already available electronically. The example below includes a presentation which has been uploaded onto the Unisa Institutional Repository. I simply tick the tick box and click on save to have the item added to my profile.

The third option, allows for an item to be added manually. Please note the various categories: Journal, Conference, Chapter, Book, Thesis/Dissertation, Patent, court case and other. Each category will guide you with various online forms with predetermined fields to populate.
To go back to your profile, click on the profile photo – will take you back to your profile.

Please contact me at ladriaan@unisa.ac.za, if you have any problem creating your Google Scholar profile.