Guidelines for applicants regarding bibliometric background information

Who will compile the overviews of the bibliometric data of the grant applicants?

During the call 2021, the overviews of the bibliometric data of certain fields will be submitted via the Estonian Research Information System (ETIS) (please see the section regarding what the applicants need to do). The applicants in the fields of agricultural and veterinary sciences, medical and health sciences, and natural sciences (exact sciences as well as biological and environmental sciences) will have to submit their bibliometric data via ETIS. In the field of humanities and the arts, <u>no bibliometric data will be collected</u>. In the fields of engineering and technology and in social sciences, the Estonian Research Council will compile the overviews of each applicant. The Council will also compile the overviews of the applicants in the field of exact sciences based on the data from the Scopus database.

The overviews will be compiled of <u>the applicants only</u> and do not concern the other members participating in the project ((except for the supervisors of postdoctoral research grant applicants for whom specific conditions apply (please see below)).

Which databases will be used to compile the overviews of the bibliometric data?

Different databases are used in different fields to compile the overviews of the bibliometric data.

In the fields of **engineering and technology** and in **social sciences**, the Google Scholar database will be used.

In the fields of **agricultural and veterinary sciences** and in **medical and health sciences**, the Clarivate Analytics Web of Science database will be used.

In the field of **natural sciences**, the Clarivate Analytics Web of Science (exact sciences as well as biological and environmental sciences) and Scopus (exact sciences) databases will be used. The choice of the database depends on which database will be more suitable to use to collect the bibliometric data of the specific sub-fields in the field of natural sciences.

In the field of **humanities and the arts**, <u>no bibliometric data will be collected</u> and the reviewers will refer to the list of publications in the ETIS CV of the applicant if necessary.

For which purpose will the bibliometric data be used?

The overview of the bibliometric data of each applicant is among the additional materials of the application and could be used by the Expert Panel and the Evaluation Committee for having a more comprehensive overview of the research activity of the applicant. The reviewers will not base the funding decisions solely on the overviews of the bibliometric data. These overviews could, instead, be used to rank the applications of equal standing.

- The applicants in the fields of <u>engineering and technology</u> and <u>social sciences</u> have to add a link to their Google Scholar profile in the application under the tab of "R&D results" in the respective section. Prior to that, the applicants have to review and, if necessary, update their list of publications in the Google Scholar database and also check if the status of their profile is public. In case there is no profile in the Google Scholar database, the applicants will have to create it.

- By adding the link to their Google Scholar profile with updated data, the applicants in the fields of **engineering and technology** and **social sciences** therefore confirm that their data is correct and no additional confirmation regarding the bibliometric data between the Council and the applicants shall be carried out.

- The applicants in the field of <u>humanities and the arts</u> have to review and, if necessary, update the list of publications in ETIS.

- The applicants in the field of natural sciences (exact sciences) have to review and, if necessary, update their list of publications in the Scopus database. The applicants will be informed via e-mail once their overviews based on the data from the Scopus database have been compiled. Since the overviews have been compiled as of a certain date, it will not be possible to add publications published and/or to be published after that date.

- The applicants in the fields of <u>agricultural and veterinary sciences</u>, <u>medical and health sciences,</u> and <u>natural sciences (exact sciences as well as biological and environmental sciences)</u> have to review and, if necessary, update their list of publications in the Clarivate Analytics Web of Science database. The applicants will have to import the publications (except for meeting abstracts and corrections/corrigenda) published during the last ten years (please see below the conditions for possible data period extensions), which are listed in the Clarivate Analytics Web of Science database, into the application via ETIS. The publications can be imported using the author`s name or the identifier(s) (e.g., the Researcher ID). Further details can be found in the application form under the tab "Bibliometrics". It is important to keep in mind that only the publications that have been published before the confirmation of the application can be imported and that the publications that are going to be published afterwards cannot be additionally imported.

- The bibliometric data of the publications imported into the application by the date of the confirmation of the application will be updated by the Council once the technical details of the applications have been checked. The applicants will be informed about this via e-mail. The bibliometric data will be updated for the applicants in the fields of <u>agricultural and veterinary sciences</u>, <u>medical and health sciences,</u> and <u>natural sciences (exact sciences as well as biological and environmental sciences).</u>

- No overviews of the bibliometric data of the postdoctoral research grant applicants will be compiled. The overviews will be compiled of the supervisors of the postdoctoral research grant applicants and these overviews will not be confirmed.

Specific periods used for compiling the overviews of the bibliometric data:

- While compiling the overviews of the team grant and starting grant applicants, the bibliometric data from the last 10 years will be taken into account. While filtering the data in the Google Scholar database, the programme Publish or Perish will be used.
- The overviews of the supervisors of the postdoctoral research grant applicants will be compiled under the same conditions like the overviews of the team grant applicants.
- In case the applicant has marked in the application form that during the last ten years after obtaining his/her doctoral degree he/she has been on pregnancy, maternity or parental leave, in compulsory military service, or has been away for a longer period of time due to other circumstances (e.g., serious illness, etc.) and has specified the period(s), the period of data collection will be extended based on these specified periods. Regarding the team and starting grant applicants, the periods of absence will be highlighted in the file on the bibliometric data to inform the reviewers.

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