Guidelines for applicants regarding bibliometric background information

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 may only be used as an additional material for evaluating the applications. The overviews will be compiled of the applicants only and do not concern the other members participating in the project.

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

In the fields of **Natural Sciences**[1], **Medical and Health Sciences** and **Agricultural and Veterinary Sciences** the overviews of the bibliometric data of the applicants will be submitted via the Estonian Research Information System (ETIS) (please see the section regarding what the applicants need to do).

In the fields of **Engineering and Technology**[2] and **Social Sciences** the Estonian Research Council will compile the overviews of each applicant.

In the field of **Humanities and the Arts**[3] no bibliometric overview will be compiled nor used during evaluation of the applications.

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

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

In the fields of **Natural Sciences, Medical and Health Sciences and Agricultural and Veterinary Sciences,** the Clarivate Analytics Web of Science database will be used.

In the fields of **Engineering and Technology** and **Social Sciences**, the Google Scholar database will be used.

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.

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[1] Mathematics, Computer Science, and Informatics (LO1-1); Physics (LO1-2); Chemistry (LO1-3); Earth, Water, and Related Environmental Sciences (LO2-1); Cell and Molecular Biology (LO2-2); Ecology and Evolutionary Biology (LO2-3)

[2] Civil and Mechanical Engineering (TE-1); Electrical, Electronic, and Information Engineering (TE-2); Materials Engineering and Nanotechnology (TE-3); Chemical and Environmental Engineering and Biotechnology (TE-4)

[3] History, Archaeology, Ethnology, Folkloristics, and Anthropology (HU-1); Linguistics and Literary Studies (HU-2); Philosophy, Theology, and Classical Studies (HU-3); Arts, Cultural Studies, and Semiotics (HU-4)

What do the applicants need to do about collecting the bibliometric data?

- The applicants of starting and team grant in the fields of **Natural Sciences** (Exact Sciences as well as Biological and Environmental Sciences), **Medical and Health Sciences**, and **Agricultural and Veterinary Sciences**, must review and, if necessary, update their list of publications in the Clarivate Analytics Web of Science database. During the period of applying grants, the applicants will have to import the publications published during the last ten years, and 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 applicant confirms the imported list of publications by clicking the "Confirm" button.
- The applicants of starting and team grant in the fields of **Engineering and Technology** and **Social Sciences** must add the link to their Google Scholar profile in the application under the tab of "R&D results" in the respective comments` section. Prior to that, the applicants need to review and, if necessary, update their list of publications in the Google Scholar database, and 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 updated Google Scholar profile in the application, the bibliometric data is considered confirmed by the applicant.
- The applicants in the field of **Humanities and the Arts** must review and, if necessary, update the list of publications in ETIS.
- No overviews of the bibliometric data of the postdoctoral research grant applicants nor supervisors will be compiled.

What are the specific periods used for compiling the overviews of the bibliometric data?

- While compiling the overviews of the starting and team 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.
- 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, away from research activities for a longer period of time due to severe illness or other circumstances, and has specified the period(s) of being away, the period of data collection will be extended based on these specified periods. The periods of absence will be also marked in the file on the bibliometric data to inform the reviewers.