

Guidelines for applicants regarding bibliometric background information

For which purpose will the bibliometric data be used?

The overviews will be compiled of the applicants only and do not concern the other members participating in the project. 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 overview gathers at least the following information in each research field: the date of obtaining the doctoral degree (and if necessary, also the period of being away), the number of publications and the number of citations. The overview of bibliometric data is used as background material for the information presented in the application. This means that applications will not be evaluated solely based on the bibliometric data.

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

Overviews of the bibliometric data are submitted via ETIS on the application form (more detailed instructions below).

In the field of **Humanities and the Arts**¹ 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 Web of Science (WOS) database will be used.

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

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** (LO1 and LO2), **Medical and Health Sciences**, and **Agricultural and Veterinary Sciences**, must review and, if necessary, update their list of publications in the WOS 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 WOS database, into the application via ETIS. The publications can be imported using the author's name or the identifier(s)

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

(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 review and, if necessary, update their list of publications in the Google Scholar database. An applicant must also make sure that his/her Google Scholar profile is public. In case there is no profile in the Google Scholar database, the applicants will have to create it. During the period of applying grants, the applicants will have to import the publications published during the last ten years, and listed in the Google Scholar database, into the application via ETIS. The publications can be imported using the author’s Google Scholar identifier(s). 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 in the field of **Humanities and the Arts** must review and, if necessary, update their 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.
- 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 away from research or been involved in research with a workload of less than 0,5, for example, been on parental leave, in compulsory military service, raised a child under the age of 3 years, or other exceptional circumstances have occurred (e.g., serious illness) for longer than four months, then the period of bibliometric overview will be extended (rounding it to full years). The periods of being away (incl. working with a smaller workload than 0,5) are summed up, and if the total sum is not in full years, then the not full year being 4 months or less, will be rounded down and the not full year being more than 4 months, will be rounded up to full years. If the total length of the period of being away is 4 months or less, the period will not be extended.