Instructions for reporting the number of citations in the AFS

To be used for AFS2017 and onwards

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Rationale for the change from the old system:

- Citations from Web of Science are difficult to find (primarily, for articles with many co-authors if the Bilkent author is not the first one).
- For people with high citation numbers it is difficult to generate the citing papers and highlighting their papers in the references of each citing paper. Even if one gets citations via author search in Web of Science (which is very easy, it gives a graph of citations year-by-year), excluding self-citations in a particular year is not possible.
- Many faculty members have complained about the above difficulties in the suggestions sections of their AFS for 2016.
- Many ranking agencies are moving to Scopus citation database, from ISI/WoS/Thomson Reuters, e.g. THE and QS.

Starting with the 2017 AFS, we will use the Scopus database. Instructions for obtaining citation numbers are given in the next pages. The new search is fast and easy, only one page output is to be uploaded.
Part I. Scopus Citations

Next few pages illustrate how to obtain Scopus based citation numbers for the year 2016 (to be reported in AFS 2017).
Step 1: go to Scopus web site [https://www.scopus.com/] and select Author Search

Enter name and click Search
Step 2: on the next screen select your name (sometimes when there are multiple authors with similar names, multiple choices are listed, choose the one which corresponds to you, by doing limitations in the left column).
Step 3: Check the author box, then click “view citation overview”
Step 4: The result is a list and a graph indicating citation numbers for each year. On this screen select “exclude self citations of selected author” then click “update”.

Citation overview

Documents

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<th>Rank</th>
<th>Title</th>
<th>Year</th>
<th>Total</th>
<th>&lt;2013</th>
<th>2013</th>
<th>2014</th>
<th>2015</th>
<th>2016</th>
<th>2017</th>
<th>Subtotal</th>
<th>&gt;2017</th>
<th>Total</th>
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</tbody>
</table>
Step 5: In your 2017 AFS report enter the citation number shown for the year 2016 (in this example it is 88). The difference from the previous page is the number of self citations in 2016 (in the example it is 94-88= 6).

Click “print” button to generate a pdf version of this page and upload it as citation report to the on-line AFS form.
Part II. Other Citations

Google Scholar citations can be reported under the heading “other citations”, as instructed in the next few pages. Of course, many alternative methods of reporting “other citations” exist. This part of the AFS is optional.
The easiest way to obtain **Google Scholar** citations is to create a scholar profile, and then on scholar.google.com you see the list of your work and citations as below. Click on the graph by moving the mouse over the bar for the year 2016; this pops-up a larger graph.

The number of other citations is 207 seen on this graph, minus the Scopus citations for 2016, which was 88. You may report 207-88=119 for other citations and upload the print-out of this google scholar page.