

## What is InCites Benchmarking & Analytics?

An intuitive evaluation and reporting platform that delivers sophisticated research intelligence to your organization, enabling you to compare people, publications, programs and peers to understand your organization's research performance and impact on a global scale. Not only does it provide a focused interface, but it also provides the ability to drill in deeper to see the datapoints behind the display. InCites is powered by the Web of Science™ publications and citations data and other sources of data.



## How to access InCites?

Go to [incites.thomsonreuters.com](http://incites.thomsonreuters.com) and sign up when you are on your institutions' campus/facilities or login with your existing account or by using the username set up by your administrator. Web of Science users can also use their existing credentials when they first login.

## 1 Manage your Dashboard

The other InCites platforms including the **Journal Citation Reports® (JCR)** and the **Essential Science Indicators™ (ESI)** can also be accessed from the top menu bar

Share your Dashboard: Send the whole dashboard as a .PNG image

Save your Dashboard as a new custom Report

Edit the Dashboard

- Move Tiles
- Delete existing Tiles

New Tiles can be created from the Explorers in the Analytics tab.

Open the Tile's Datacard to access the Tile data, annotate the Tile, or view the filtering parameters used to generate this Tile in the Explorers.

Organization Name	Rank	Web of Science Documents	Normalized Citation Impact	Times Cited	% Docum Cited
University of Queensland	1	48,726	1.354	548,795	68%
Commonwealth Scientific & Industrial Research Organisation (CSIRO)	2	24,875	1.508	321,602	79%

The Tile data contains the list of all the entities selected in the Explorers and the underlying values for all the selected indicators.

Document level indicators

2 Manage your Analytics

**Option 1: Create bespoke Tiles**

Click the icons to explore the entities you want to evaluate and compare:

- People
- Organizations
- Regions (countries)
- Research Areas
- Publication types (journals, books, conference proceedings)

By selecting "organizations" the system will create list of organisations.

**Option 2: Open system Tiles**

Choose from the InCites System Reports Library:

- Targeted and customised Reports,
- Tiles already configured and ready to include to your dashboard.

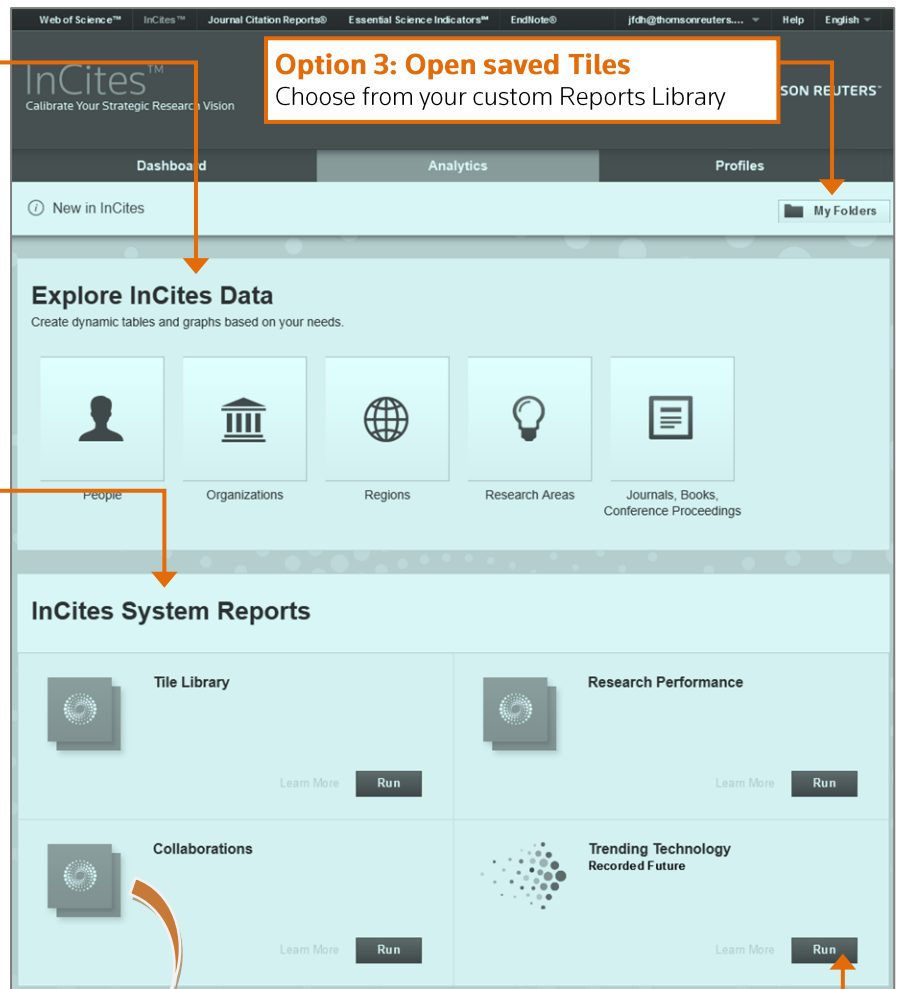
Click on "Run" to open individual report pages that contain system Tiles.

Each report can be customised.

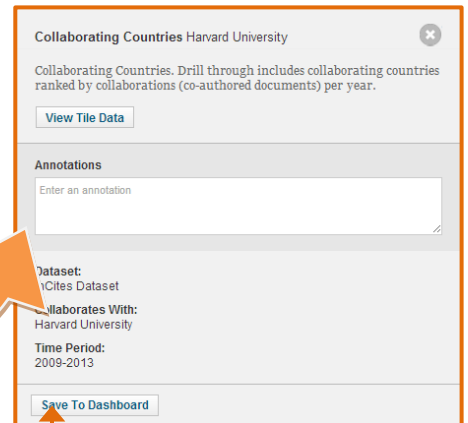
In this example, the "Collaborations" report let you select an Institution so each tile in this report will be linked to the selected institution. The last selection is kept between sessions

System reports also feature Tiles that are not (yet) available in the entities explorer.

**Option 3: Open saved Tiles**  
Choose from your custom Reports Library



This report is based on information provided by a Research Analytics partner



Click to send individual tiles from the report to your Dashboard.

The Dashboard keeps the selection for the customised field.

**InCites Dataset**

Source and citing publication records

Document types

Source and Citing Years

Update

Web of Science Core Collection (all indexes (SCI-E, SSCI, A&HCI, CPCI-S, CPCI-SSH, BKCI-S, BKCI-SSH))

All types

2004-2014

Publications, citations, baselines updated bi-monthly (planned update rate)

## 3 Explore InCites Data in 4 steps

### Visualise

As a final step, select the Tile visualisation options that best represent your selection

Choose the sort option for the Tile from your selected indicators

Once you have chosen all options, click to save the Tile to your Dashboard

### Filter

Choose the entities you want to evaluate by filtering the InCites dataset. By default, all the entities in the dataset are benchmarked. The number of filtered entities is displayed, *here 3,761*.

Reset all filters by clicking on

Select the type of Tile visualisation

Select the top 1-25 listed entities for the visualisation

4

In the Explorer you have a series of options to filter entities:

- **Attributes:** information specific to the explored entities. For instance in the Organization explorer attributes include the name, location, type, etc.
- **Research network:** collaborations with the selection
- **Research output:** details about the publication information such as the document type, number of publications etc.
- **Time:** time range

Filtering options are specific to each Explorer.

Click to refresh the list once you have selected a filter.

Name	Rank	Web of Science Documents	Normalized Citation Impact	% Documents in 90th Percentile	Other Metrics
University of London	2	9,35			
University of California System	1	10,549	3.2	30.89%	79%

2

3

The listed rank is based on the selected ranking indicator as shown with a ▼ in the header line.

**Pin benchmarks**  
Baselines can be calculated on the complete results or pinned items. These baselines are calculated from the records included in these sets, not by adding or averaging selected items/lines.

Exclude items from the final table.

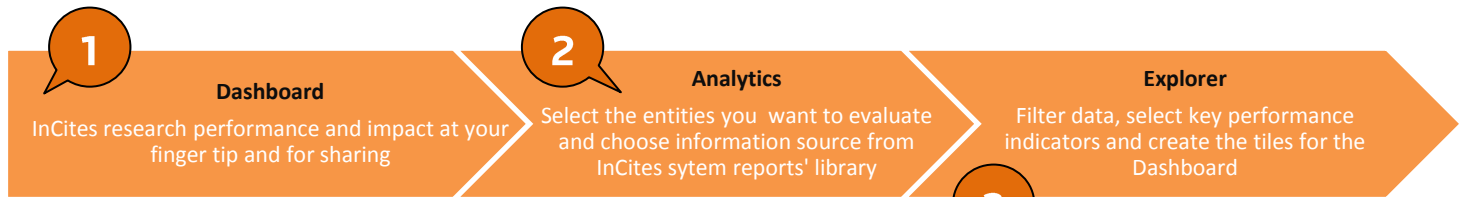
Pin selected item(s) to move it to the top of the table (ranking remained unchanged) and to keep this item(s) on the tile visualisation (sticky selection).

**Select items**  
You can highlight or exclude items from your analysis in addition to the initial filtering.

**Manage Indicators**  
Select the mix of indicators available in the Indicators browser. Indicators' choice is specific to each Explorer.

## InCites Tiles nuts and bolts

On pages 1-3, we reviewed InCites' Dashboard, Analytics and Explorer. It is now time to focus on InCites' base component: the Tiles



InCites' Tiles use Web of Science rich metadata to pinpoint relevant entities, provides sophisticated metrics, and leverages Data from Research Analytics partners. The Explorer is the workbench for slicing this information:

Affiliation of the publications' authors as indexed by Web of Science. Only organizations with a unified address are listed (unification of organizations' name variants as per Organisation-enhanced in Web of Science)

Available organizations are classified in the listed types. Classification scheme follows an internal method.

Binary ranking indicator (yes/no)

National groupings or organisations (eg. Group of 8, Russel group)

**Filter operators**  
A Boolean **AND** between attributes, a **OR** within the same attribute. When selected a "≠" is a **NOT** operator for this attribute.

People can be filtered using:

- Name, as published ([last name], [first name or initials])
- Abbreviated name ([last name], [1-5 initials])
- ResearcherID

Author names with different affiliations are listed as different item lines

Research areas cover classifications of publications based on specific methodologies or schemes. Each scheme can cover a subset of the complete dataset of publications. The Web of Science scheme is the most complete classification (250+ areas).

Given the InCites dataset includes many different sources, selecting document type is important, especially when evaluating disciplines not using journals as a main communication channel.

Articles from journals indexed in the Web of Science Core Collection and the DOAJ are tagged as "Open Access".

Thresholds (min and max) can be applied to the number of publications and citations for the listed entities.

**Filters**

**By Attributes**

Organization Name =

Organization Type =

Location =

Rank

THE Ranked

ESI Most Cited

ESI Research Areas

Association =

**By Research Network**

Collaborations with People

Name  Unique ID

Name

O'Brian, Conor

Collaborations with Organizations

Collaborations with Locations

Web of Science

Essential Science Indicators

AINVUR

GIPP

Australia FOR Level 1

Australia FOR Level 2

China SCADC Subject 77

Narrow

FAPESP

Web of Science

Research Area

Chemistry

Document Type

Article

Research Area

Journal Name

Open Access

Open Access

Times Cited

**By Time**

Time Period

**Fine tune publications set: Explorer' filters**

Institutions collaborating with Australia Complete period

View Tile Data

Annotations

Created June 2014

Dataset: InCites Dataset

Collaborations with Locations: AUSTRALIA NEW ZEALAND

Schema: Web of Science

Web of Science Documents: 0-457,053

Times Cited: 0-7,313,417

Time Period: 2004-2013

**InCites Tiles: visualisation + underlying data**

Institution	Percentage
Harvard University	32.78%
University of Toronto	28.89%
University of California System	30.89%
Max Planck Society	30.34%
University of Oxford	27.32%
University of Cambridge	27.01%
University of London	26.96%
University College London	27.61%
CNRS	28.67%
University of Sciences	25.23%
Chinese Academy of Sciences	25.23%

**Browse 50+ indicators displayed in the visualisations: Explorer' indicators selector**

Performance	Indicators
Productivity	Number and share of documents
Influence	Time cited, impact
Benchmark to peers	Relative citation indexes (to world and region)
Academic impact	Normalised citation metrics: average based normalised citation score, ranking based normalisation (percentiles)
Collaboration	Percentage of collaborations, international, industry
Quality	Journal based normalised citation score
Reputation	Global ranking data (THE, ESI)

**Getting Help**  
Click the **Help** button on any page to get detailed help on features and metrics. Stay informed about InCites at: [researchanalytics.thomsonreuters.com](http://researchanalytics.thomsonreuters.com)

Contact the education team at: [ts.education.anz@thomsonreuters.com](mailto:ts.education.anz@thomsonreuters.com)

For ongoing recorded and live Web-based training: [wokinfo.com/training\\_support/training/incites/](http://wokinfo.com/training_support/training/incites/)

Download InCites Indicators Handbook: [researchanalytics.thomsonreuters.com/m/pdfs/indicators-handbook.pdf](http://researchanalytics.thomsonreuters.com/m/pdfs/indicators-handbook.pdf)