Automated Cataloging of Radiographics Top 10 Articles in Google Sheets

This guide explains how to extract bibliographic data from the Radiographics website's top 10 articles and organize it into a structured Google Sheet. The process prepares this data for further analysis or for use in automation scripts (e.g., in Python). Follow these step-by-step instructions to complete the task.

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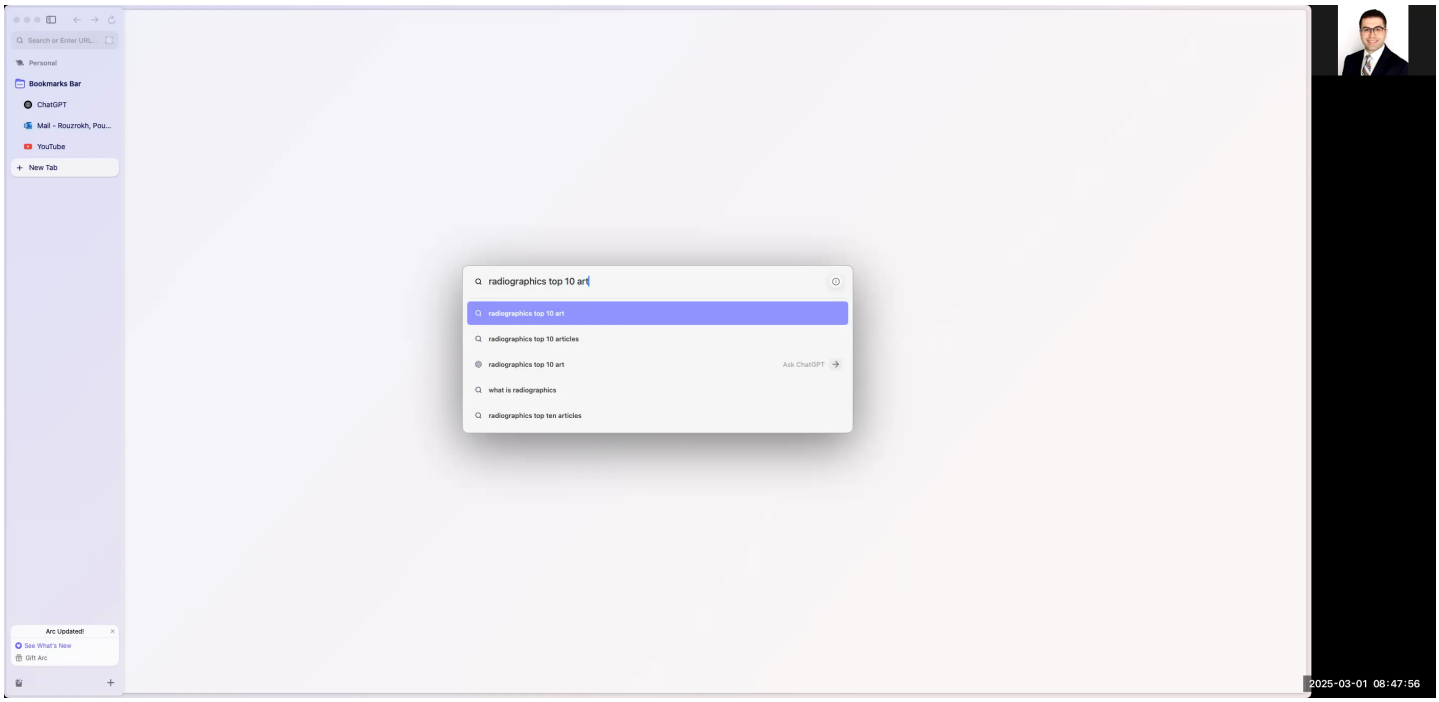
1. Accessing the Radiographics Website

1. Open your preferred web browser.
2. In the search bar, type "radiographics top 10 articles".
3. Click on the first result titled "RG TEAM Top 10 reading list." This page lists the curated Radiographics articles.



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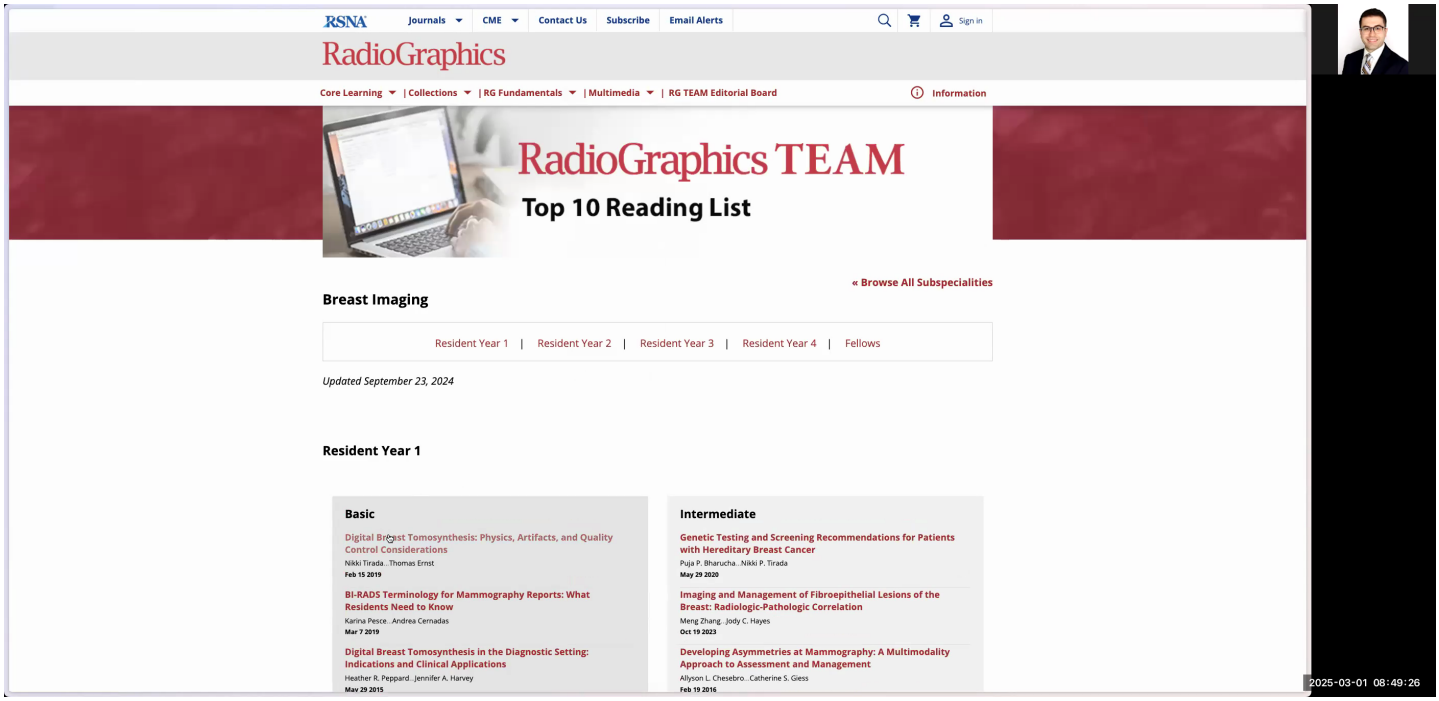
2. Navigating Article Categories and Viewing Article Details

1. Once on the Radiographics page, review the available article categories (e.g., Breast Imaging, Cardiac, Musculoskeletal, etc.).
2. Click on a category (for example, "Breast Imaging") to display articles grouped by residency years and levels (e.g., Basic, Intermediate, Advanced).
3. Select any article from one of the categories. On the article's detail page, you will typically see the following fields:
4. **Title**: The name of the article (usually at the top).
5. **Author List**: Listed near the title or in a metadata section.
6. **DOI**: A clickable link representing the article's Digital Object Identifier, typically visible below the title or in a sidebar.
7. **Abstract**: A summary of the article, which may be located further down the page.



3. Logging into Google Drive and Creating a Workspace

1. Open a new browser tab and go to drive.google.com.
2. If you are not logged in, sign in using your Google account (enter your email and follow any additional login prompts such as entering a passkey or password).
3. Once logged in, prepare your workspace:
4. Click **New** and select **Folder**.
5. Name the folder (e.g., `RG-Top10-Articles`).
6. Open this folder, then click **New** again and select **Google Sheets** to create a new blank spreadsheet.
7. Rename the spreadsheet to `Top 10 Articles`.

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![To display the newly created blank Google Sheet. - A blank Google Sheet open in the created folder with the file name `Top
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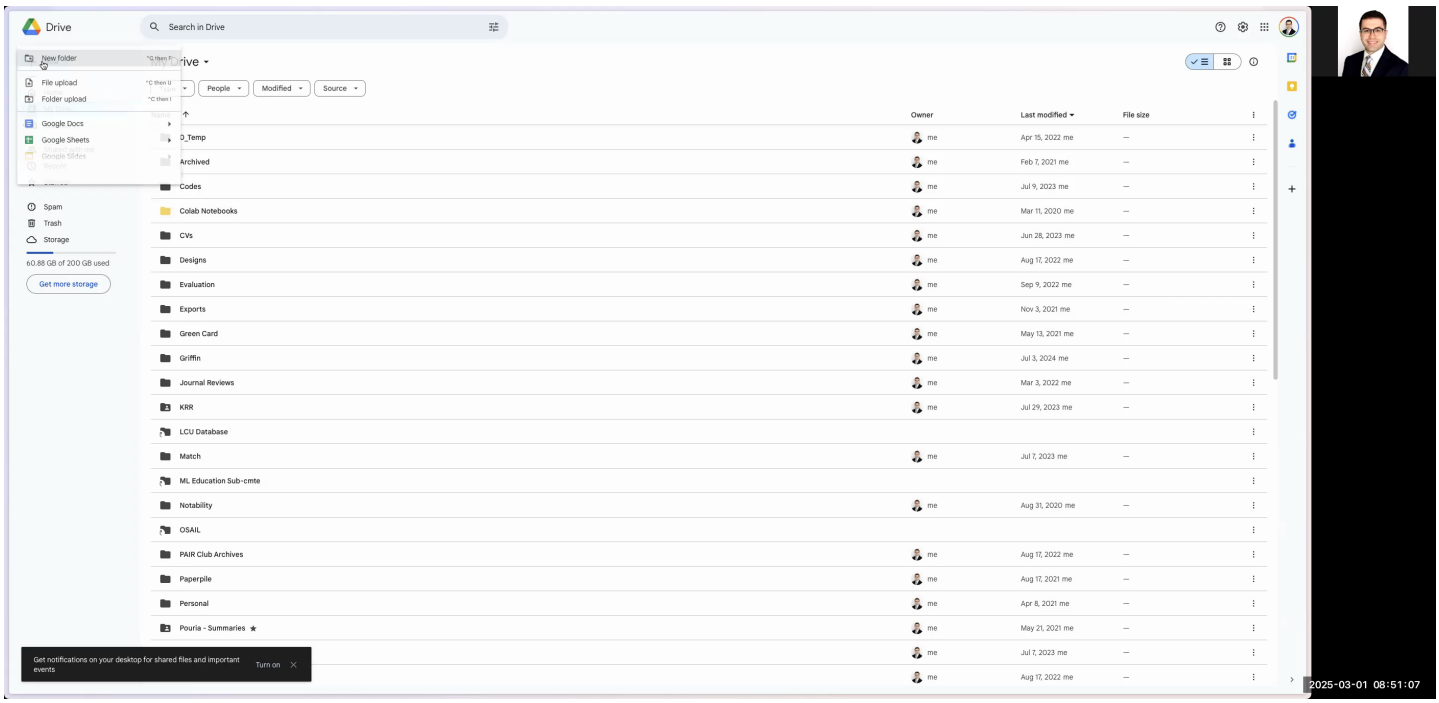
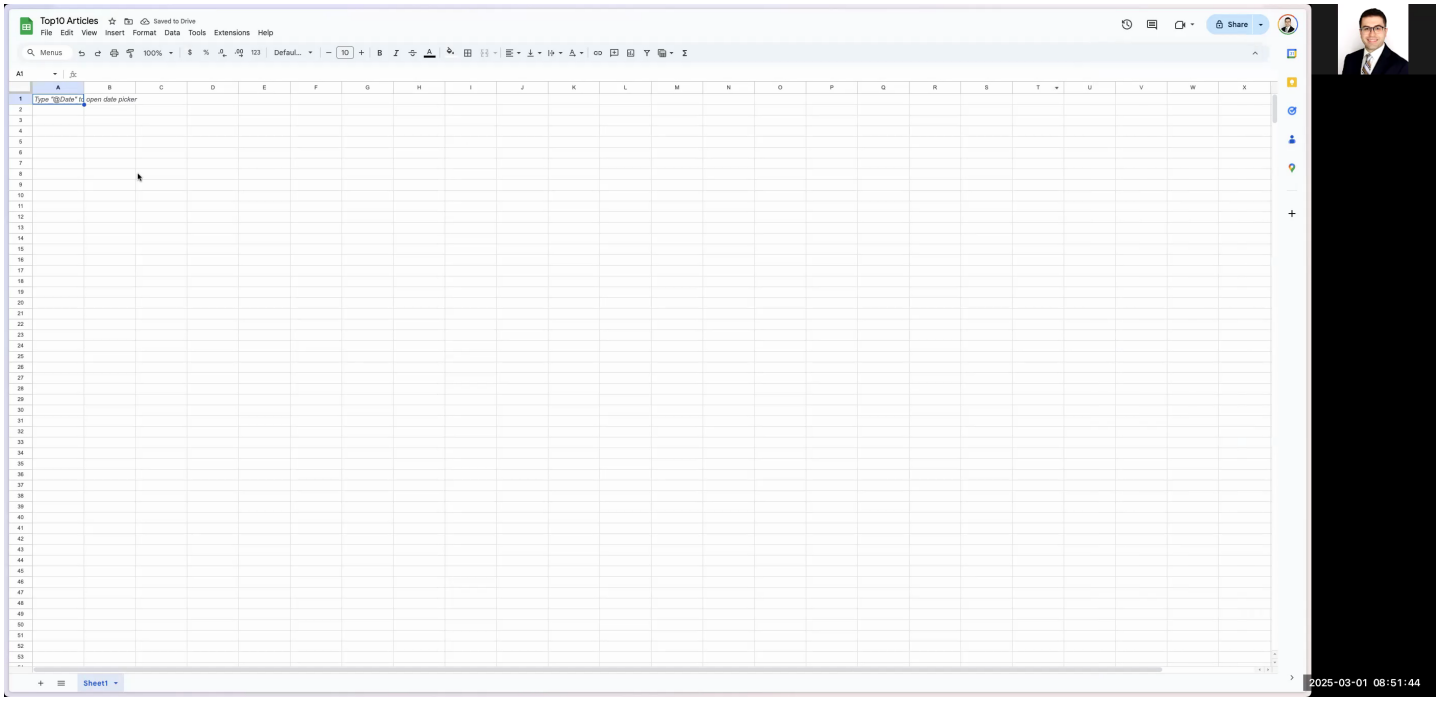


4. Setting Up Your Google Sheet and Configuring Dropdowns

1. In the blank Google Sheet, set up the following column headers in the first row:
2. Title
3. Author List
4. DOI
5. Year
6. R Year (Residency Year)
7. Level
8. Abstract

9. **Configure Dropdown Menus:**
10. For the **Level** column, create a dropdown with the options: `Basic`, `Intermediate`, and `Advanced`: a. Select the entire Level column. b. Navigate to **Data > Data validation...**. c. Under **Criteria**, choose "List of items" and enter: Basic, Intermediate, Advanced.
11. For the **R Year** column, set up a dropdown with options: `R1`, `R2`, `R3`, and `R4` using the same Data validation process.
12. Optionally adjust column widths and apply any desired formatting (e.g., bold headers, cell coloring) to enhance clarity.

`![To illustrate configuring dropdown menus in Google Sheets for Level and R Year. - The Data validation dialog in Google Shee`



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5. Extracting Article Data

For each article on the Radiographics website, follow these steps:

1. **Copy the Article Title**:
2. Highlight the article title (usually at the top of the article page) and copy it.

Paste the title into the corresponding cell under the "Title" column in your Google Sheet.

Copy the Author List:

5. Locate the author names (typically displayed near the title or in a metadata section).

Highlight and copy the list of authors, then paste it into the "Author List" column.

Copy the DOI:

8. Identify the DOI link (a clickable URL often located below the title or in the article details).

Copy this link and paste it into the "DOI" column in your sheet.

Copy the Abstract:

11. Scroll down to find the abstract of the article.

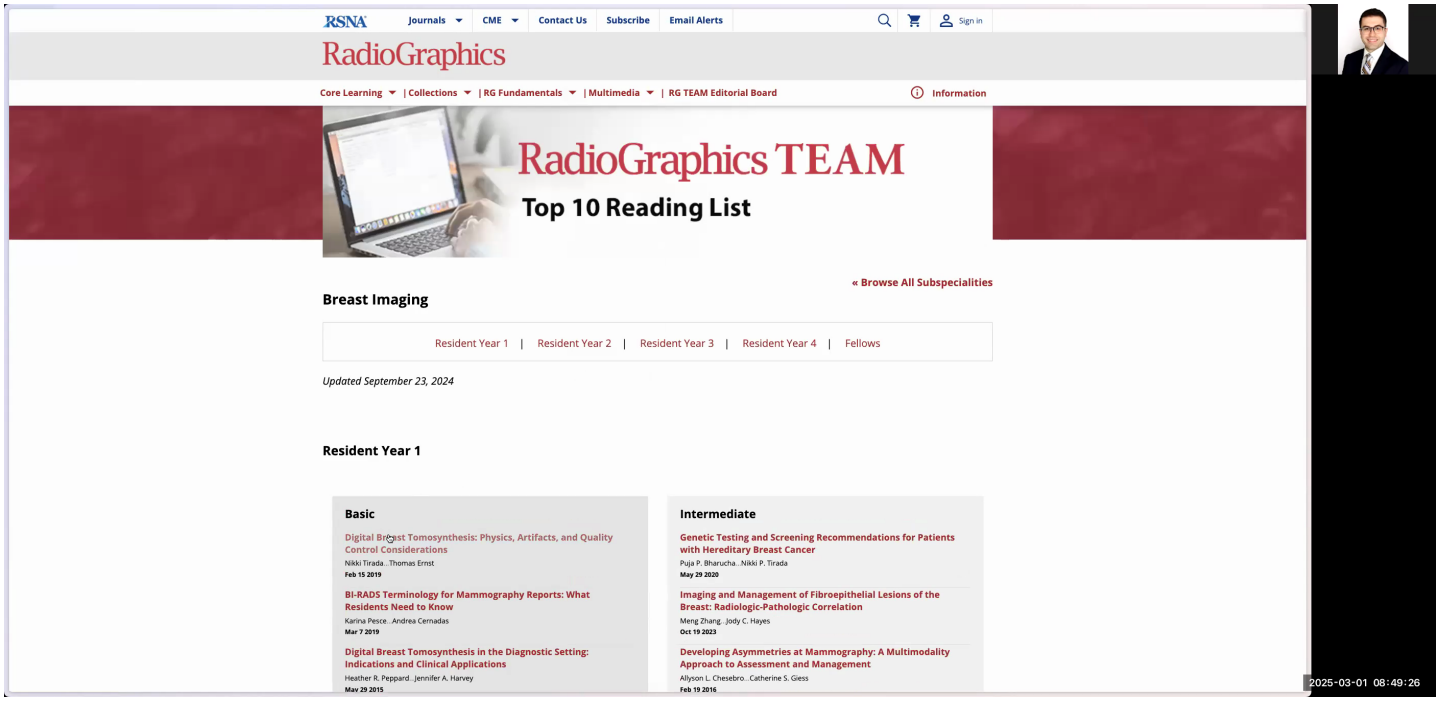
Highlight the abstract text and copy it. Paste it into the "Abstract" column. If the abstract is lengthy, you may later want to adjust the cell wrapping settings.

Enter the Year:

Manually enter the article's publication year (e.g., `2019`) into the "Year" column. This information is usually visible near the DOI or metadata section.

Populate Residency Year and Level Dropdowns:

16. Using your configured dropdown menus, select the correct residency year (e.g., `R1`) and article level (e.g., `Basic`) based on the article's details. These details are generally part of the article's categorization on the Radiographics page.

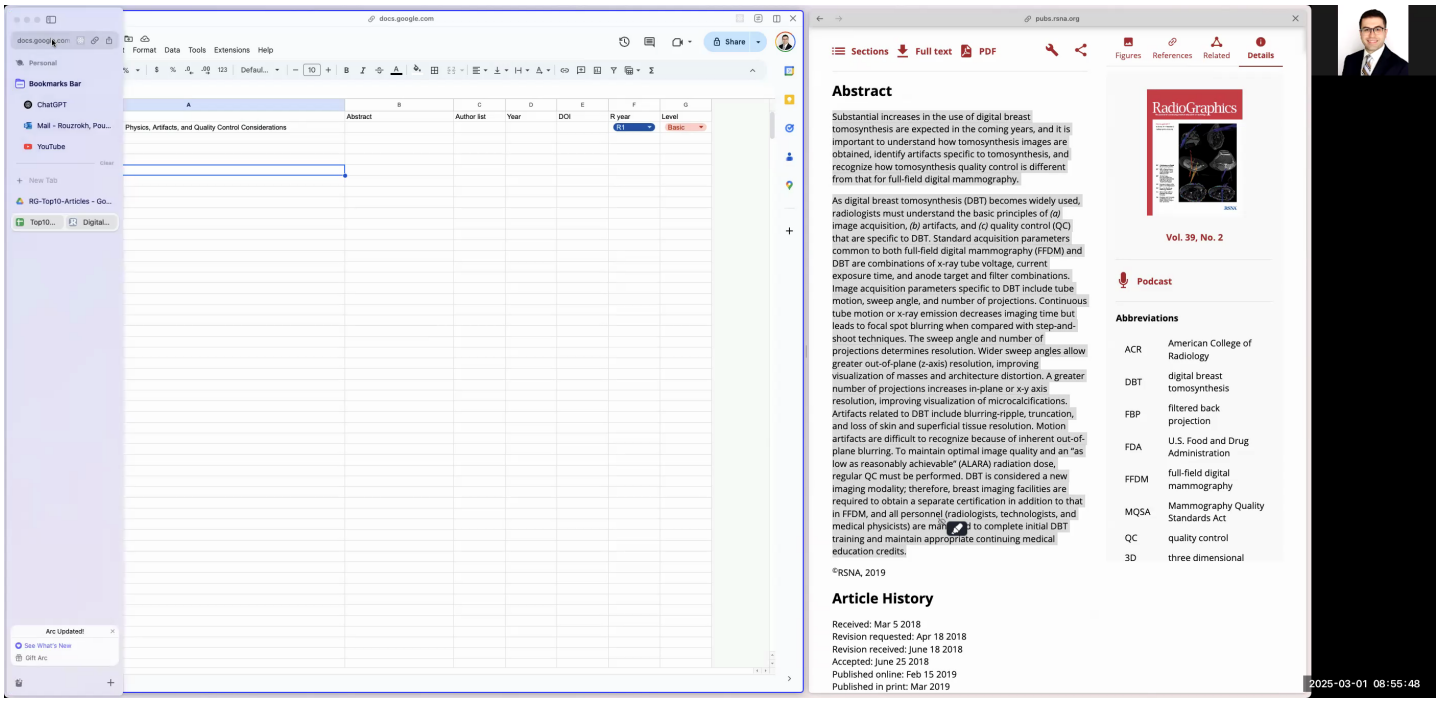


6. Cleansing Pasted Text Using the Address Bar Trick

Sometimes, when you copy text (especially the Author List or Abstract), extraneous formatting characters or extra spaces are included. To clean the text:

1. Paste the copied text into your browser's address bar. This action automatically removes extra line breaks and unwanted formatting characters.
2. Once pasted, re-copy the cleansed text from the address bar.
3. Then, paste the cleaned text into the appropriate cell in your Google Sheet.

Example: If the abstract includes unexpected line breaks, pasting it into the address bar will present a single, continuous string of text suitable for the spreadsheet.



7. Finalizing Your Spreadsheet

1. Review each row to verify that all required fields (Title, Author List, DOI, Year, R Year, Level, and Abstract) are correctly populated for each article.
2. Remove any unused rows or columns to maintain a tidy sheet.
3. If necessary, adjust formatting (e.g., bolding article titles, enabling/disabling text wrapping in the abstract column) for visual clarity.
4. Once reviewed, notify relevant users or integrate the sheet with your Python project for further processing.

Conclusion

By following these detailed steps, you can automate the process of cataloging Radiographics top 10 articles into a Google Sheet. This organized sheet can later be used for further data analysis or integration with automation and Python programs. If you encounter any issues, refer back to the relevant section of this guide for clarification.

Happy cataloging!