

# File of Additional Metadata (FOAM) for ARTICLES

The File of Additional Metadata (FOAM) for articles enables publishers to add to or edit **published article metadata** displayed in Impact Vizor and Usage Vizor.

FOAM custom data fields can be used to add attributes to current published article metadata to aid in analysis. These additional attributes might include home country of corresponding author or indicate if an article was commissioned or a transfer from a sister journal.

FOAM can also be used to overwrite previously uploaded metadata. For example, to change the EDITOR attribute (see below) for one or more articles, publishers can upload a FOAM file that replaces “Lang, Peter” in the EDITOR field with “Smith, Jane” for a set of DOIs and upload this file to Vizor Manager. The metadata for these articles will be replaced in both Impact Vizor and Usage Vizor; and these articles can then be isolated by selecting “Smith, Jane” in the ‘Editor’ drop-down.

**Please note** that attributes can only be altered or replaced with text and must be associated with a valid DOI. Blank fields or fields containing spaces will retain their previously assigned attribute. Publishers seeking to ‘zero-out’ a specific attribute are advised to replace it with “none” or some other text. This text will appear in the corresponding dropdown in both Impact Vizor and Usage Vizor. Altered or replaced metadata cannot be reversed without re-uploading all published article metadata.

## File Specification

FOAM files must be tab-delimited to validate in Vizor Manager. If publishers encounter problems validating a FOAM file, they should check to be sure the file is encoded as UTF-8 or ISO-8859-2 which is Microsoft Excel’s default encoding.

## File Format

Cells in the first row of the file must contain ALL 8 of the column headers in the order they are listed (see example below).

	A	B	C	D	E	F	G	H
1	DOI	TOC_SECTION	COLLECTION	EDITOR	CUSTOM	CUSTOM_2	CUSTOM_3	CITEABLE_ARTICLE
2								
3								

Attributes that are not required can be left blank. Attributes that are required must contain a value.

Column header	Value	Value Format	Required	Example
DOI	DOI for the published article.	Text	Y	10.1182/blood-2012-09-457317
TOC_SECTION	Table of Contents section assigned to this article.  This value will replace the TOC section stored in HW article repository.	Text	N	Review Article

COLLECTION	Primary collection for this article.  This value will replace the TOC section stored in HW article repository.	Text	N	Oncology
EDITOR	Editor that accepted this article.  Last Name, First Name	Text Last Name, First Name	N	Lang, Peter
CUSTOM	A custom field that can be applied to the published article for grouping.	Text	N	Custom Value
CUSTOM_2	A 2nd custom field that can be applied to the published article for grouping.	Text	N	Custom Value2
CUSTOM_3	A 3rd custom field that can be applied to the published article for grouping.	Text	N	Custom Value3
CITEABLE_ARTICLE	An article in a journal that is considered to be "citable" (aka a source article).	Text  Valid Values are 'Yes' or 'No'.  If no value is specified, we assume a value of 'Yes'	N	Yes

## Delivery

Files of Additional Metadata can be uploaded via Vizor Manager or FTP deposit. See the *Vizor Manager User Guide and FTP Info* in the Vizor Community Forum for more information.

FOAM filenames should follow this format: vizor\_pat\_details\_[PUBLISHER]\_MM\_DD\_YY.tab

PUBLISHER = name of abbreviation of publisher

MM\_DD\_YYYY = month/day/year for when the file was created or updated.

### Example

vizor\_pat\_details\_ash\_09\_01\_2017.tab

Please contact [vizor-support@highwirepress.com](mailto:vizor-support@highwirepress.com) for support.