

Monthly Article Usage Data (MAUD) File

The Monthly Article Usage Data (MAUD) file enables publishers that are not hosting their content with HighWire to import article usage data into their Impact Vizor.

MAUD files can also be used to overwrite previously uploaded usage data. For example, to change the Usage Count attribute (see below) for an article for a particular month, publishers can upload a MAUD file that replaces “518” in the Usage Count field for an article DOI with any other number value. Upon upload, the Usage Count for this article will be replaced in Impact Vizor. Blank fields or fields containing spaces will retain their previously assigned attribute.

Please note that each field must be associated with a DOI found in Impact Vizor. MAUD files containing DOIs that are not in Impact Vizor will validate, but the data for these DOIs will be skipped. To avoid omitting monthly usage data, please follow delivery instructions carefully (see below). Usage Count fields left blank will be replaced with “0”. All other fields require values.

File Format

File must be:

- a tab-delimited text file (e.g. .tab or .tsv)
- UTF-8 or ISO-8859-2 encoded.
- Cells in the first row of the file must contain ALL 4 of the column headers in the order they are listed (see below).

	A	B	C	D
1	Article DOI	Type	Usage Count	Usage Month
2				

- Required attributes: must have a non-empty value (see below)
- Non-required attributes: may have an empty value.

Column header	Value	Value Format	Required	Example
Article DOI	DOI for the published article.	Text	Y	10.1182/xyz.43
Type	Type of usage (Abstract, Full, or PDF)	Text	Y	PDF

Usage Count	Total usage	Text	N	518
Usage Month	Full year and month in which the usage occurred	YYYY/MM	Y	2016/05

Delivery

MAUD files are best uploaded via automatic FTP deposit. See instructions below.

Please note that Vizor article data is updated on or around the 15th of every month. Therefore, publishers should wait until after the 15th of each month before depositing the previous month's data. For example, a publisher uploading article usage data for the month of March should wait until at least April 15th to deposit the MAUD file to the Vizor FTP for processing.

MAUD filenames should follow this format: vizor_MAUD_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_MAUD_details_ash_09_01_2018.tab

FTP Setup for MAUD Files

This document describes the steps for sending MAUD files via FTP to Impact Vizor.

Step 1: Connect to FTP Server

Connect to Impact Vizor's FTP server. To complete the connection, you must enter a username and password. If credentials have not been provided to you, please contact Impact Vizor support (vizor-support@highwirepress.com).

Endpoint: ftp.vizors.org

FTP Port: 2121

```

2. ftp
Last login: Thu Feb 11 12:01:51 on ttys003
DN52731t:~ nmehta$ ftp ftp.vizors.org 2121
Connected to ftp.vizors.org.
220 Impact Vizor ftpd ready.
Name (ftp.vizors.org:nmehta): odonner@mail.rockefeller.edu
331 Username ok, send password.
Password:
230 Login successful.
Remote system type is UNIX.
Using binary mode to transfer files.
ftp>

```

Step 2: Go to Appropriate FTP Directory

Please contact vizor-support@highwirepress.com for support.

Once you are connected to the FTP, navigate into your appropriate subdirectory. There is one directory for each type of data file.

Data File Type	FTP Directory
Rejected Manuscripts	<publisher_code> / rejected_manuscripts
Article Additional Metadata File	<publisher_code> / additional_metadata_files

```
Remote system type is UNIX.  
Using binary mode to transfer files.  
ftp> cd rup/rejected_manuscripts  
250 "/rup/rejected_manuscripts" is the current directory.  
ftp>
```

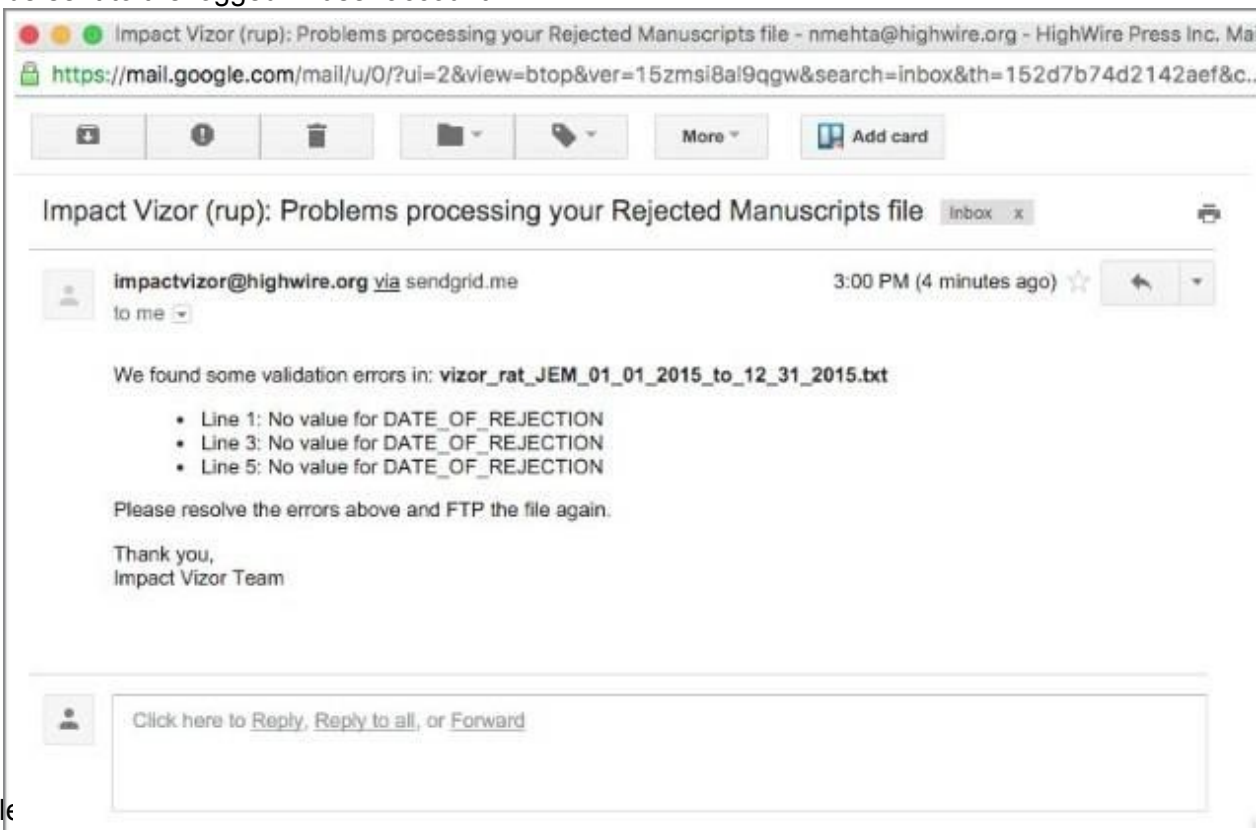
Step 3: Transfer Files

After navigating to the correct ftp directory. You can transfer one or more data files.

```
ftp> cd rup/rejected_manuscripts  
250 "/rup/rejected_manuscripts" is the current directory.  
ftp> put vizor_rat_JEM_01_01_2015_to_12_31_2015.txt  
local: vizor_rat_JEM_01_01_2015_to_12_31_2015.txt remote: vizor_rat_JEM_01_01_2015_to_12_31_2015.txt  
229 Entering extended passive mode (|||57105|).  
125 Data connection already open. Transfer starting.  
100% |*****| 23424      18.94 MiB/s   00:00 ETA  
226 Transfer complete.  
23424 bytes sent in 00:00 (208.01 KiB/s)  
ftp> quit  
221 Goodbye.  
DNS2731t:test nmehta$
```

Once all of the files are transferred, disconnect from the FTP session (please avoid opening/closing a new session for each file upload, if possible).

Once the session is disconnected, Impact Vizor will validate the files. If any errors are found, an email will be sent to the logged-in user account.



Step 4: Processing

If no validation errors are detected, the Impact Vizor system will process the data files. Once the processing is completed, an email notification will be sent to the logged-in user account:



Error

Messages

The following table lists the various error messages that may be reported by the Impact Vizor system.

Rejected Manuscripts File

Error Message	Note
Incorrect number of fields (N present, 10 required), skipping other validation	Each row should have a minimum of 10 fields (tab-separated).
No value for MANUSCRIPT_ID	The specified row did not have a value for the MANUSCRIPT_ID field. This field requires a value.
No value for DATE_OF_REJECTION	The specified row did not have a value for the DATE_OF_REJECTION field. This field requires a value.
Invalid format for DATE_OF_REJECTION (Valid format is MM/DD/YY)	The value for DATE_OF_REJECTION must format the date as MM/DD/YY (i.e. 02/12/16).
No value for REJECT_REASON	The specified row did not have a value for the REJECT_REASON field. This field requires a value.
No have value for TITLE	The specified row did not have a value for the TITLE field. This field requires a value.
This file is not in UTF-8, skipping further validation	The data file must be encoded in UTF-8.
No value for any of the author fields (first, corresponding, co)	Each rejected manuscript entry must have a value for one at least one of the author fields: first author,

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	corresponding author, co-authors.
No value for SUBMITTED_JOURNAL	The specified row did not have a value for the SUBMITTED_JOURNAL field. This field requires a value.

Additional Article Metadata File

Error Message	Note
Incorrect number of fields (N present, 8 required), skipping other validation	Each row should have a minimum of 8 fields (tab-separated).
No DOI found, skipping other validation	The specified row did not have a value for the DOI field. This field requires a value.
ISSN for DOI does not match publisher	The specified row specifies a DOI belongs to a journal ISSN that is not associated with your Impact Vizor account settings. Please contact Impact Vizor support.
This file is not in UTF-8, skipping further validation	The data file must be encoded in UTF-8.