

Citation Search & Download Protocol

1. Navigate to Web of Science's **Advanced Search** function. We're searching in the Web of Science Core Collection.

Fill the search bar with our parameters:

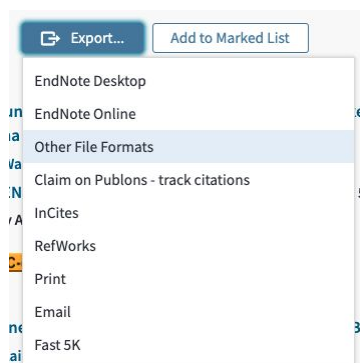
(SU= (Crystallography OR Geochemistry & Geophysics OR Geology OR Meteorology & Atmospheric Sciences OR Mineralogy OR Mining & Mineral Processing OR Oceanography OR Physical Geography OR Water Resources OR Remote Sensing OR Paleontology)) OR (WC=(Crystallography OR Geochemistry & Geophysics OR Geology OR Geosciences, Multidisciplinary OR Meteorology & Atmospheric Sciences OR Mineralogy OR Oceanography OR Paleontology OR Remote Sensing OR Soil Science OR Water Resources))

For our purposes, we are restricting the language to **English**.

In WoS, "Timespan" and "Publication Range" yield the same results. We're looking for results between **2010-2019**.

Run the search.

2. Using the column on the left-hand side of the interface, refine by your institution. Limit to **Document Type: Article or Review**
3. Next, we're going to download our results. Users may only download 500 results at a time, so this is a multi-step process.
 - a. Click on "Export" above the first result on the page. Indicate "Other File Formats"



- b. For the first download, select records from 1-500.
 - i. 1-500
 - ii. 501-1000
 - iii. 1001-1500
 - iv. 1501-2000

v. 2001-2500

c. Record Content: Full Record and Cited References

d. File Format: Tab-delimited UTF-8

Export Records to File

☐ All records on page

☒ Records from: to

No more than 500 records at a time.

Record Content:

Full Record and Cited References

File Format

Tab-delimited (Mac)

Cancel Export

e.

4. Once each pertinent export file is downloaded, you may combine them one at a time.
 - a. Open downloaded file in Excel. A Text Import Wizard will appear to guide you.

Text Import Wizard - Step 1 of 3

The Text Wizard has determined that your data is Delimited.

If this is correct, choose Next, or choose the Data Type that best describes your data.

☒ Delimited - Characters such as commas or tabs separate each field.

☐ Fixed width - Fields are aligned in columns with spaces between each field.

Start import at row:

File origin: Windows (ANSI)

Preview of selected data:

Preview of file /Users/wynntranfield/Downloads/savedrecs (7).txt.

1	PT	AU	BA	BE	GP	AF	BF	CA	TI	SO	SE	BS	LA	DT	CT	CY	CL	SP	HO	DE	ID	AB	C1	RP	EM	RI	OI	FU	FX	CR	NR	TC	Z9	U1	U2
2		Wang,	XF;	Zhao,	H;	Sheng,	YN;	Geng,	JW;	Wang,	KQ;	Yang,	HY		Wang,	Xingfan;	Zhao,	Hui;	Sheng,	Yongwei;															
3		Lai,	HR;	Russell,	CT;	Jia,	YD;	Connors,	M		Lai,	H. R.;	Russell,	C. T.;	Jia,	Y. D.;	Connors,	M.		Magn															
4		Rutz,	JJ;	Shields,	CA;	Lora,	JM;	Payne,	AE;	Guan,	B;	Ullrich,	P;	O'Brien,	T;	Leung,	LR;	Ralph,	FM;	Wehr															
5		Li,	XM;	Wang,	RS;	Lu,	QM;	Hwang,	YOO;	Zong,	QG;	Russell,	CT;	Wang,	S		Li,	Xinmin;	Wang,	Rongsheng;	Lu														
6		Day,	M;	Edgett,	KS;	Stumbaugh,	D		Day,	Mackenzie;	Edgett,	Kenneth S.;	Stumbaugh,	Dominique			Ancient																		
7		Jiang,	XN;	Su,	H;	Waliser,	DE		Jiang,	Xianan;	Su,	Hui;	Waliser,	Duane E.			A Damping Effect of the Ma																		
8		Teng,	S;	Li,	W;	Tao,	X;	Ma,	Q;	Wu,	Y;	Capannolo,	L;	Shen,	XC;	Gan,	L		Teng,	S.;	Li,	W.;	Tao,	X.;	Ma,										
9		Ding,	XS;	Sallee,	T;	Flament,	N;	Mallard,	C;	Rey,	PF		Ding,	Xuesong;	Sallee,	Tristan;	Flament,	Nicola																	

Cancel < Back Next > Finish

Text Import Wizard - Step 2 of 3

This screen lets you set the delimiters your data contains.

Delimiters

☒ Tab ☐ Treat consecutive delimiters as one

☐ Semicolon Text qualifier: "

☐ Comma

☐ Space

☐ Other:

Preview of selected data:

PT	AU
	Wang, XF; Zhao, H; Sheng, YW; Geng, JW; Wang, KQ; Yang, HY
	Lai, HR; Russell, CT; Jia, YD; Connors, M
	Rutz, JJ; Shields, CA; Lora, JM; Payne, AE; Guan, B; Ullrich, P; O'Brien, T; Leung, LR; Ralph, FM; Weh
	Li, XM; Wang, RS; Lu, QM; Hwang, YD; Zong, QG; Russell, CT; Wang, S
	Day, M; Edgett, KS; Stumbaugh, D
	Jiang, XN; Su, H; Waliser, DE
	Teng, S; Li, W; Tao, X; Ma, Q; Wu, Y; Capannolo, L; Shen, XC; Gan, L
	Ding, XS; Sallee, T; Flament, N; Mallard, C; Rey, PF

Text Import Wizard - Step 3 of 3

This screen lets you select each column and set the Data Format.

Column data format

☒ General

☐ Text

☐ Date: MDY

☐ Do not import column (Skip)

Preview of selected data:

General	General
PT	AU
	Wang, XF; Zhao, H; Sheng, YW; Geng, JW; Wang, KQ; Yang, HY
	Lai, HR; Russell, CT; Jia, YD; Connors, M
	Rutz, JJ; Shields, CA; Lora, JM; Payne, AE; Guan, B; Ullrich, P; O'Brien, T; Leung, LR; Ralph, FM; Weh
	Li, XM; Wang, RS; Lu, QM; Hwang, YD; Zong, QG; Russell, CT; Wang, S
	Day, M; Edgett, KS; Stumbaugh, D
	Jiang, XN; Su, H; Waliser, DE
	Teng, S; Li, W; Tao, X; Ma, Q; Wu, Y; Capannolo, L; Shen, XC; Gan, L
	Ding, XS; Sallee, T; Flament, N; Mallard, C; Rey, PF

5. Add a column to identify the institution
 - a. Exa: UCLA, UCBer, UCBou, UH