Academic Contact Finder

User Guide

Table of Contents

1. Introduction

Welcome to the **Academic Contact Finder**. This application is a user friendly way for finding email addresses of academic researchers, doctors, or professors.

2. System Requirements

- **Operating System**: Windows 10 or later, macOS 10.15 or later, Linux

- **Memory**: Minimum 4 GB RAM

- **Storage**: Minimum 100 MB of available space

- **Internet Connection**: Required for API requests and web scraping

- **API Key**: A valid Scopus API key **OR** A valid Google API key

  - If you provide both you be able to attain the most accurate results

3. Installation

Download the Software

- visit the GitHub repository and download the latest version

Launch the Software

- After installataion, simply running the **.exe** file will open the application

4. Initial Setup

Upon the first time using the application, you will be prompted to enter your **Scopus API key** and your **Google API key**.

1. **Enter the API Key**:
   - Copy the API key you have been provided through Scopus and the one you have attained through Google.
   - Paste the keys into the respective fields when prompted.
2. **Save the API Key**:
   - Click the "Save" button to store your API keys.

5. Using the App

Entering Researcher Details

1. **Enter Name in Fields Provided**:
   - Provide first and last name for the most accurate results.
   - However, if only a last name is entered, the search will still be performed.
2. **Enter Institution Details**:
   - Provide the name for the researcher's institution if that information is known.

Performing the Search

1. **Initiate Search**:
   - After entering the necessary details press the "Search" button.
2. **Processing**:
   - The app will perform API requests from "Scopus" first.
   - If limited results is found through this method it will automatically perform web scraping.

Viewing Results

1. **Review the Results**:
    - Once search is complete, the results will be displayed at the bottom of the screen.
2. **Order of Results**:
    - You may sort results in order based on publication dates.

6. Emailing Results

1. **Setting Default Email Address**:
    - Press the button "Change default email address" to change your email which is currently entered.
2. **Email All Results**:
    - By pressing "Email All" at the bottom of the screen, you will then be allowed to select "Outlook".
    - Once selected, you will be able to send all results that the app has found to your email address
3. **Send Individual Results**:
    - If you only wish to email yourself one of the results, simply press the "Send" button inside the result you wish to choose

7. Managing the Scopus API Key

8. Troubleshooting

9. FAQs