What is InCites Benchmarking & Analytics?

An intuitive evaluation and reporting platform that delivers sophisticated research intelligence to your organization, enabling you to compare people, publications, programs and peers to understand your organization’s research performance and impact on a global scale. Not only does it provide a focused interface, but it also provides the ability to drill in deeper to see the datapoints behind the display. InCites is powered by the Web of Science™, publications and citations data and other sources of data.

To monitor performance and impact

1. **Dashboard**
   Visualize InCites research performance and impact in Tiles (data+visual component) you can share

2. **Analytics**
   Select the entities you want to evaluate and choose information sourced from InCites reports’ library

3. **Explorer**
   Filter data, select key performance indicators and create the tiles for the Dashboard

Second step to create new and bespoke Tiles

First step to a new analysis and to new Tiles for the Dashboard

How to access InCites?

Go to incites.thomsonreuters.com and sign up when you are on your institutions' campus/facilities or login with your existing account or by using the username set up by your administrator. Web of Science users can also use their existing credentials when they first login.

1. **Manage your Dashboard**

   The other InCites platforms including the Journal Citation Reports® (JCR) and the Essential Science Indicators™ (ESI) can also be accessed from the top menu bar

   - Share your Dashboard: Send the whole dashboard as a PNG image
   - Save your Dashboard as a new custom Report

   Edit the Dashboard
   - Move Tiles
   - Delete existing Tiles

   New Tiles can be created from the Explorers in the Analytics tab.

   Open the Tile’s Datacard to access the Tile data, annotate the Tile, or view the filtering parameters used to generate this Tile in the Explorers.

   The Tile data contains the list of all the entities selected in the Explorers and the underlying values for all the selected indicators.

   Document level indicators

2. **Dashboard**

3. **Analytics**

4. **Explorer**

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   Document level indicators
Manage your Analytics

Option 1: Create bespoke Tiles
Click the icons to explore the entities you want to evaluate and compare:
- People
- Organizations
- Regions (countries)
- Research Areas
- Publication types (journals, books, conference proceedings)

By selecting “organizations” the system will create a list of organisations.

Option 2: Open system Tiles
Choose from the InCites System Reports Library:
- Targeted and customised Reports,
- Tiles already configured and ready to include to your dashboard.

Click on “Run” to open individual report pages that contain system Tiles.

Each report can be customised.
In this example, the “Collaborations” report lets you select an Institution so each tile in this report will be linked to the selected institution. The last selection is kept between sessions.

System reports also feature Tiles that are not (yet) available in the entities explorer.

Option 3: Open saved Tiles
Choose from your custom Reports Library.

This report is based on information provided by a Research Analytics partner.

Click to send individual tiles from the report to your Dashboard.
The Dashboard keeps the selection for the customised field.

InCites Dataset
- Source and citing publication records
- Document types: All types
- Source and Citing Years: 2004-2014
- Update: Publications, citations, baselines updated bi-monthly (planned update rate)
Explore InCites Data in 4 steps

Visualise
As a final step, select the Tile visualisation options that best represent your selection.

Filter
Choose the entities you want to evaluate by filtering the InCites dataset. By default, all the entities in the dataset are benchmarked. The number of filtered entities is displayed, here 3,761.
Reset all filters by clicking on.

In the Explorer you have a series of options to filter entities:
- **Attributes**: information specific to the explored entities. For instance in the Organization explorer attributes include the name, location, type, etc.
- **Research network**: collaborations with the selection
- **Research output**: details about the publication information such as the document type, number of publications etc.
- **Time**: time range
Filtering options are specific to each Explorer.
Click to refresh the list once you have selected a filter.

1. Choose the sort option for the Tile from your selected indicators.
2. Select the type of Tile visualisation.
3. Select the top 1-25 listed entities for the visualisation.
4. Once you have chosen all options, click to save the Tile to your Dashboard.

The listed rank is based on the selected ranking indicator as shown with a ▼ in the header line.
Pin benchmarks
Baselines can be calculated on the complete results or pinned items. These baselines are calculated from the records included in these sets, not by adding or averaging selected items/lines.

Exclude items from the final table.
Pin selected item(s) to move it to the top of the table (ranking remained unchanged) and to keep this item(s) on the tile visualisation (sticky selection).

Select items
You can highlight or exclude items from your analysis in addition to the initial filtering.

Manage Indicators
Select the mix of indicators available in the Indicators browser. Indicators’ choice is specific to each Explorer.
Incites Tiles nuts and bolts

On pages 1-3, we reviewed Incites' Dashboard, Analytics and Explorer. It is now time to focus on Incites' base component: the Tiles.

1. **Dashboard**
   - InCites research performance and impact at your finger tip and for sharing

2. **Analytics**
   - Select the entities you want to evaluate and choose information source from Incites system reports' library

3. **Explorer**
   - Filter data, select key performance indicators and create the tiles for the Dashboard

Incites Tiles use Web of Science rich metadata to pinpoint relevant entities, provides sophisticated metrics, and leverages data from Research Analytics partners. The Explorer is the workbench for slicing this information:

- **Filter operators**
  - A Boolean AND between attributes, a OR within the same attribute. When selected a "&" is a NOT operator for this attribute.

- **Affiliation of the publications' authors as indexed by Web of Science. Only organizations with a unified address are listed (unification of organizations' name variants as per Organisation-enhanced in Web of Science)

- **Available organizations are classified in the listed types. Classification scheme follows an internal method.

- **Binary ranking indicator (yes/no)

- **National groupings or organisations (eg. Group of 8, Russell group)

- **People can be filtered using:
  - Name, as published ([last name], [first name or initials])
  - Abbreviated name ([last name], [1-5 initials])
  - ResearcherID
  - Author names with different affiliations are listed as different item lines

- **Research areas cover classifications of publications based on specific methodologies or schemes. Each scheme can cover a subset of the complete dataset of publications. The Web of Science scheme is the most complete classification (250+ areas).

- **Given the InCites dataset includes many different sources, selecting document type is important, especially when evaluating disciplines not using journals as a main communication channel.

- **Articles from journals indexed in the Web of Science Core Collection and the DOAJ are tagged as "Open Access".

- **Thresholds (min and max) can be applied to the number of publications and citations for the listed entities.

- **Fine tune publications set: Explorer' filters

- **InCites: Explorer' filters

- **InCites Tiles: visualisation + underlying data

- **Browse 50+ indicators displayed in the visualisations: Explorer' indicators selector

**Performance**
- **Indicators**
  - Productivity: Number and share of documents
  - Influence: Time cited, impact
  - Benchmark to peers: Relative citation indexes (to world and region)
  - Academic impact: Normalised citation metrics: average based normalised citation score, ranking based normalisation (percentiles)
  - Collaboration: Percentage of collaborations, international, industry
  - Quality: Journal based normalised citation score
  - Reputation: Global ranking data (THE, ESI)

**Getting Help**
- Click the Help button on any page to get detailed help on features and metrics. Stay informed about InCites at: researchanalytics.thomsonreuters.com
- Contact the education team at: ts.education.anz@thomsonreuters.com
- For ongoing recorded and live Web-based training: wokinfo.com/training_support/training/incites/
- Download InCites Indicators Handbook: researchanalytics.thomsonreuters.com/m/pdfs/indicators-handbook.pdf

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