

Quick Start Guide: Adding Compositions in Elements

Navigate to the Publications page by clicking on the "Publications" tile on the home page, or by clicking on the tribar (\equiv) icon on the top-left corner of the window to access My Work > Publications:

×					search for a page
My Profile Reporting					
My Work	About Me	Settings	Tools	Guidance	
> Publications	> Edit Profile	 Automatic Claiming Name-based Search Account Settings Configure Homepage Manage Delegates 	 Import Publications Create Links Workspace 	 > Help Guide > Login Announcement > Privacy Information 	

You will be automatically re-directed to the "Claimed" publications page. On the top-right corner of the screen, click on the add (+) icon:

MY WORK My claimed publications		
CLAIMED (4) PENDING (0) REJECTED (2) showing 1 - 4 out of 4		Choose a type of publication to add
view: 10 v per page EXPORT REJECT Pebbles in the Shoe: Acts of Compassion as Subversion in a Market Society	sort by: Reporting date (newest first) ♥ focus on: summary ♥ © © :	Publication type
JOURNAL ARTICLE & O LaMothe R Pastoral Psychology 68(3):285-301 Jun 2019 Reporting Date: 01 Sep 2023 @ • DOI TO		Book Chapter Conference Proceeding Dataset Journal article
SUMMARY METRICS (4) LABELS (4) RELATIONSHIPS (1) SOURCES (1) HISTOR	Y (1)	Relationship type

Alternatively, on the Publications tile on the home page, click "+ Add New" and select the publication type from the pop-up window.

Publications	:	Add a new publication			×
Claimed • 1 journal article		select publication type			
	5	Book	Chapter	Conference Proceeding	Dataset
		Journal article	Scholarly edition	Creative Work - Performance/Production	Creative Work - Artistic Exhibition
		Creative Work - Play, Poem, or Fiction	Creative Work - Digital Art, Media & Web Design	Creative Work - Composition	Creative Work - Other
		Preprint			
+ ADD NEW	VIEW ALL	9	CA	NCEL	

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On the next screen, click "Skip" to start adding your creative work.

Add creative work -	composition	
Let's get started	Tell us more	Link to funding
C Enter your creative work Your creative work - composition of your search words.		an search for it here and claim it. Titles returned may contain any
Eor Crooti	ve Works, skip this page. Search d	
		Skip Search

On the next screen, add information about your creative work, including relationship (Author, contributor, etc.), description, and date. Items with the red asterisk (*) are required fields. Click on the question mark (?) icon for help with individual editable fields:

Let's get started	Tell us more	funding
Items with the Red Asterisk are required	below is required in Elements, but has no bearing on your FRPA activity	description.
Publication privacy	ENTERNAL E BITERNAL E BITERNAL E DUBLIC This publication may be displayed publicly by CU-Boulder.	
What is your relationship with this creative work - composition?	Author of Editor of Translator of	
	Relationship privacy	
	Essential Information	
* Description	1000 characters remaining.	?
* Date	m	?
Was this recorded for distribution? If so, check box		?

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All other fields without the red asterisk (*) are voluntary, but users should consider adding information in the fields that may be useful for the user's subject and discipline. Users may also expand on the "Additional Information" section, and include other relevant detail:

ملام		Additional Information 3 additional fields	
	Keywords	No Keywords - please add	?
		Label scheme without a vocabulary: to add a keyword, type the value and click Add or press enter.	
		Unclassified	
	DOI		2
	Notes		: 2
			÷
			CANCEL

Click "Save" at the bottom of the page to apply your edits/changes and add your creative work.

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