

Quick Start Guide: Modifying Publication Records in Elements

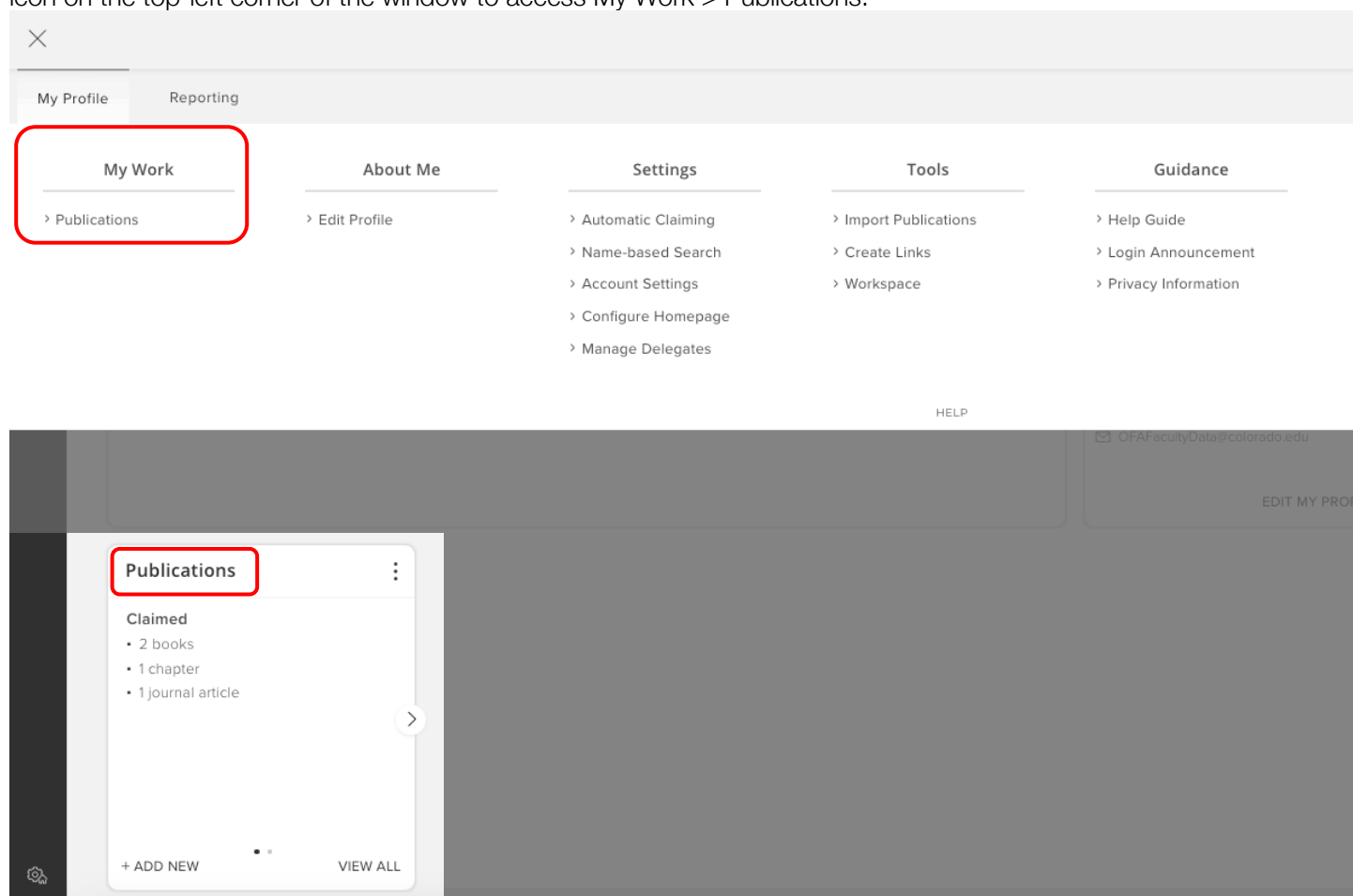
Records that come in through the automated feed in CU Boulder Elements (CUBE) should have the correct metadata to properly format a citation. If the automated record contains wrong information or is missing information, the record may be edited. **However, it is recommended that users not edit automated records, as it may cause problems in downstream systems.** If there is a data problem, it is best to have it corrected at the source. To do so, please submit a request at OFAFacultyData@colorado.edu.

Editing an automated record in CUBE will create a manual record. This will not affect reporting, but authors should ensure the information they add to the record is correct before editing.

Additionally, there may be a need to modify a publication record, especially if the record was added manually. Manual records may be edited to include more information and relevant detail.

Modifying Publication Records:

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



You will be automatically re-directed to the “Claimed” publications page that lists all your claimed publications. On the publication record you wish to modify, click on the vertical ellipsis (:) icon and select “View Details”. You can also click on the title of the publication:

My claimed publications

CLAIMED (5) PENDING (0) REJECTED (2)

showing 1 - 5 out of 5

view: 10 per page sort by: Reporting date (newest first) focus on: summary

EXPORT	REJECT
<input type="checkbox"/>	<input checked="" type="checkbox"/>
Pebbles in the Shoe: Acts of Compassion as Subversion in a Market Society	
JOURNAL ARTICLE LaMothe R Pastoral Psychology 68(3):285-301 Jun 2019 Reporting Date: 01 Sep 2023 • DOI	
SUMMARY	METRICS (4) LABELS (4) RELATIONSHIPS (1) SOURCES (1) HISTORY (1)
<input type="checkbox"/>	<input checked="" type="checkbox"/>
An Analysis of the Pricing of Traits in the U.S. Corn Seed Market	
JOURNAL ARTICLE Shi G, Chayas LP, Stiegert K	

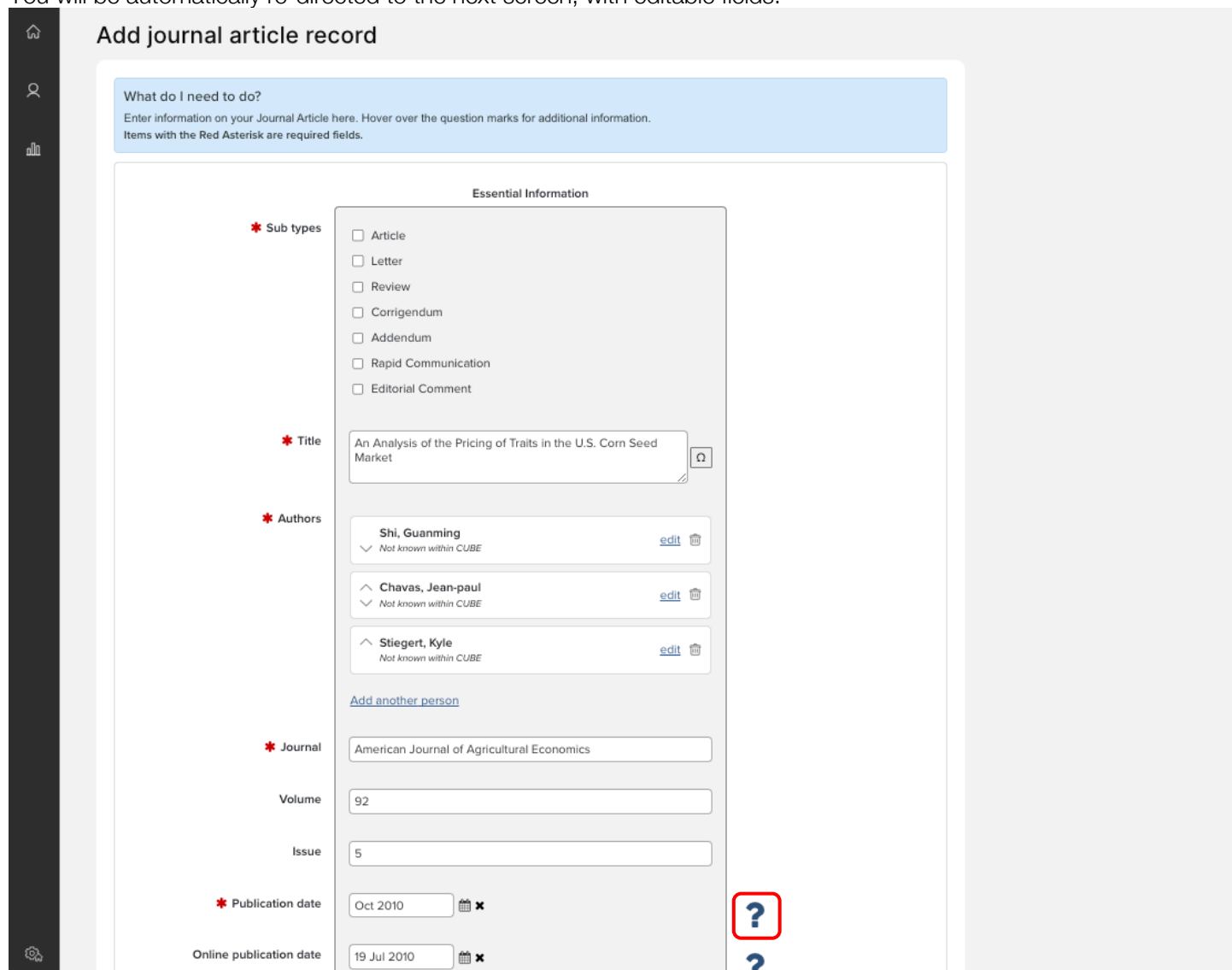
On the next screen, you can modify the following fields:

The screenshot shows the 'Publication details' page in the CUBE system. The page layout includes a sidebar on the left with navigation icons. The main content area is titled 'MY WORK > PUBLICATIONS' and 'Publication details'. At the top right, there is a '+ ADD ANOTHER' button (callout 3). Below this, there is a section for the publication thumbnail (callout 1) and a 'JOURNAL ARTICLE' label with a pen icon (callout 2) and a lock icon. The title of the article is 'An Analysis of the Pricing of Traits in the U.S. Corn Seed Market' by Shi G, Chavas J-P, Stiegert K, with a 'see details (3)' link. Below the title, the journal information is displayed: 'American Journal of Agricultural Economics 92(5):1324-1338 Oct 2010' (callout 4) and a 'DOI' button (callout 5). The 'Data sources' section shows 'Crossref' as the source, with a dropdown arrow (callout 5) and an add (+) icon (callout 6). The 'Reporting Date' is '01 Sep 2023' (callout 7). The 'Contribution' section shows a box icon and the text 'No Contribution has been added to this journal article Add...'. The 'Metrics' section shows 'Altmetric' (10) and 'Dimensions' (35). The 'Relationships' section shows 'Users' (1) and a 'CREATE NEW' button. The 'History' section shows a list of events, including 'Publication type was unlocked from journal article' and 'Publication type was locked to journal article'.

1. Click on the pen icon to add and edit the thumbnail image for this publication.
2. There are 2 modifiable elements here:
 - a. Click on the pen icon to edit/update the publication type for this record.
 - b. Click on the lock icon to enable or restrict editing of this publication record. Editing is enabled for all publication records by default.
3. Click on the “+ Add Another” button to add a new and unique publication record. This will be unrelated to the publication record currently open.
4. Click on the “DOI” button to navigate to and access the publication itself. Click on the copy icon to copy the digital object identifier (DOI).
5. Click on the dropdown arrow icon to expand the Data Sources section and view additional detail about the publication.
6. Click on the add (+) icon under the Data Sources section to modify/update this publication record.
7. Click on the gear icon to modify/update the reporting date of this publication.

Following the instructions for 6 above, click on the add (+) icon under the Data Sources to modify/update this publication record. **Note: Editing an automated record in CUBE will create a manual record. Automated records are those sourced from CrossRef, Web of Science, PubMed, Europe PubMed Central, Google Books, etc.**

You will be automatically re-directed to the next screen, with editable fields:



Add journal article record

What do I need to do?
Enter information on your Journal Article here. Hover over the question marks for additional information.
Items with the Red Asterisk are required fields.

Essential Information

* Sub types

- ☐ Article
- ☐ Letter
- ☐ Review
- ☐ Corrigendum
- ☐ Addendum
- ☐ Rapid Communication
- ☐ Editorial Comment

* Title

An Analysis of the Pricing of Traits in the U.S. Corn Seed Market

* Authors

Shi, Guanming
Not known within CUBE [edit](#) [trash](#)

Chavas, Jean-paul
Not known within CUBE [edit](#) [trash](#)

Stiegert, Kyle
Not known within CUBE [edit](#) [trash](#)

[Add another person](#)

* Journal

American Journal of Agricultural Economics

Volume

92

Issue

5

* Publication date

Oct 2010 [calendar](#) [x](#)

Online publication date

19 Jul 2010 [calendar](#) [x](#)

Question Mark (?) icon highlighted in a red box.

Items with the red asterisk (*) are required fields. Click on the question mark (?) icon for help with individual editable fields.

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.

Click "Save" at the bottom of the page to apply your edits/changes.