To Add a Book

Not all Books are included in the automatic data feed in Elements at this time, authors can add published books manually using the CUBE Book Search with either the Title or the ISBN. This includes both Scholarly and Creative Books. Authors who publish Creative Books will have the opportunity to select the appropriate Creative Work FRPA code for books entered in the “Book” type in CUBE.

The ISBN is a unique identifier for books that is listed in the Library Catalog or on websites such as Amazon.

ISBN example: 978-0521405737

CUBE uses Google Books to pull the associated metadata in for the book publication record. This insures accurate data and saves users’ time.

Steps to follow to add a book:
1. Click on the “add +” symbol by Publications in the “My Summary” box.
2. Select “book” from the pop-up window
3. Search by title or ISBN.
   a. Note: Partial titles are typically fine.
4. Review results and click “Claim” on your Book.
5. To add more books, click on “Go to your home page” and repeat steps 1-3.

If no results are found in the Google Books search, please review the Manual Entry of Books, Book Chapters, and Journal Articles document.

For Books “In Press:”

It is advised, that books “In Press” not be added. Books “In Press” should be added directly to FRPA, as the CUBE system is for published items only.

To edit records:
1. Open the book record of interest from the “Mine” tab.
2. Click the “Edit Record” button the right hand side of the page.
3. Update the necessary fields to reflect the published citation.

For more assistance, contact Faculty Affairs by emailing pubsdata@colorado.edu, or call Matt Ramey at 303-735-7827.

http://www.colorado.edu/FIS/CUBE