

**UWA Profiles and Research Repository**

**Information for researchers in the Faculty of Arts, Business, Law and Education**

**1. The following templates are the most useful for your publication/outputs:**

<b>Type of publication</b>	<b>Repository template</b>
Authored book (A1)	Book/Report > book
Anthology/edited book	Book/Report > edited book/anthology
New edition of a book	Book/Report > book
Translation of a book	Book/Report > book
Book chapter (B1)	Chapter in a book/conference paper > chapter
Book chapter (private published)	Chapter in a book/conference paper > chapter
Journal article (C1)	Contribution to journal > article
Other journal contribution (review/lit review)	Contribution to journal > literature review or review article
Major Review indexed by Scopus/WOS (D)	Contribution to journal > review article
Conference paper (full) (E1)	Chapter in a book/conference paper > conference paper
Extract of conference paper	Contribution to conference > abstract
Edited volume of conference proceedings	Book/report > anthology
Entry in encyclopaedia	Chapter in a book/conference proceeding > entry for encyclopaedia/dictionary
Blog post	Non-traditional research output > Web publication/site
Article in 'The Conversation'	Contribution to a specialist publication > Article
Research report (P)	Book/report > other output

## 2. Research Datasets

All staff can add research datasets directly into the UWA Profiles and Research Repository. HDR students must contact [repository-lib@uwa.edu.au](mailto:repository-lib@uwa.edu.au) to submit their research datasets via mediation.

The UWA Profiles and Research Repository offers a space to:

- Create a draft dataset record which you can return to later
- Upload dataset files directly to the system
- Make your files open access (or mediated access if required)
- Assign a license to your data
- Obtain a DOI
- Have descriptions of your data harvested into Research Data Australia (RDA)
- Meets your Publisher's requirements to put your accompanying datasets in an openly accessible repository.

## 3. Individual online importers

The following online importers can be set up to automatically search and pull in records authored by you:

- Mendeley
- EbscoHost
- WorldCat

## 4. Creative works and Non-traditional Research Outputs (NTROs)

Creative works including text works, musical composition, visual art, design/architectural works, exhibition catalogues and live performances to be added to the repository can be emailed to [repository-lib@uwa.edu.au](mailto:repository-lib@uwa.edu.au) with the following information:

Type of work	Required information
<b>Original textual work</b>	<ul style="list-style-type: none"><li>✓ Bibliographic and other details as specified on the proforma</li><li>✓ Proof of publication and availability for sale by a recognised commercial publisher</li><li>✓ Proof of expert/peer review</li><li>✓ A copy of the work</li><li>✓ ERA Research statement</li><li>✓ Affiliation letter</li></ul>
<b>Musical Composition</b>	<ul style="list-style-type: none"><li>✓ Bibliographic and other details as specified on the proforma</li><li>✓ Proof of publication and availability for sale by a recognised commercial publisher</li><li>✓ Proof of expert/peer review</li><li>✓ A copy of the work</li><li>✓ ERA Research statement</li><li>✓ Affiliation letter</li></ul>
<b>Visual Art</b>	<ul style="list-style-type: none"><li>✓ Bibliographic and other details as specified on the proforma</li><li>✓ Proof of the exhibition being the first exhibition of the material</li><li>✓ Proof of the gallery or museum being an independent public or commercial</li></ul>

	<ul style="list-style-type: none"> <li>organisation</li> <li>✓ A copy of the published catalogue for the exhibition</li> <li>✓ When exhibited at a UWA venue works must have: external review by an independent expert, evidence that it has been independently produced by an entity assuming responsibility for the risk producing or demonstrates national or international significance</li> <li>✓ ERA research statement</li> <li>✓ Affiliation letter</li> </ul>
<b>Design/Architectural Works</b>	<ul style="list-style-type: none"> <li>✓ Bibliographic and other details as specified on the proforma</li> <li>✓ Proof of a design award being received for the first time; or</li> <li>✓ Proof of independent professional publication of review for the first time; or</li> <li>✓ Proof of the exhibition being the first exhibition of the material and the gallery or museum being an independent public or commercial organisation and a copy of the published catalogue for the exhibition</li> <li>✓ When exhibited at a UWA venue works must have: external review by an independent expert, evidence that it has been independently produced by an entity assuming responsibility for the risk producing or demonstrates national or international significance</li> <li>✓ ERA research statement</li> <li>✓ Affiliation letter</li> </ul>
<b>Exhibition Catalogue</b>	<ul style="list-style-type: none"> <li>✓ Bibliographic and other details as specified on the proforma</li> <li>✓ A copy of the catalogue</li> <li>✓ When exhibited at a UWA venue works must have: external review by an independent expert, evidence that it has been independently produced by an entity assuming responsibility for the risk producing or demonstrates national or international significance</li> <li>✓ ERA research statement</li> <li>✓ Affiliation letter</li> </ul>
<b>Live performance</b>	<ul style="list-style-type: none"> <li>✓ Bibliographic and other details as specified on the proforma</li> <li>✓ A copy of the performance program and a review or supplementary material attesting to the performance's existence, time and place</li> <li>✓ Proof the performance has a UWA connection (UWA byline equivalent)</li> <li>✓ When exhibited at a UWA venue works must have: external review by an independent expert, evidence that it has been independently produced by an entity assuming responsibility for the risk producing or demonstrates national or</li> </ul>

	<ul style="list-style-type: none"> <li>international significance</li> <li>✓ ERA research statement</li> <li>✓ Affiliation letter</li> </ul>
<b>Rendered Work</b>	<ul style="list-style-type: none"> <li>✓ Bibliographic and other details as specified on the proforma</li> <li>✓ A copy of the recorded/rendered output</li> <li>✓ When exhibited at a UWA venue works must have: external review by an independent expert, evidence that it has been independently produced by an entity assuming responsibility for the risk producing or demonstrates national or international significance</li> <li>✓ ERA research statement</li> <li>✓ Affiliation letter</li> </ul>

For more information please see the [Publications Manual](#). Verification materials for each audited category and for NTROs can be found [here](#).

## 5. Editing your profile and other fields in the UWA Profiles and Research Repository staff view

The UWA Profiles and Research Repository pulls data from several other sources which are updated regularly via a synchronisation. As such, synchronised fields should not be edited as any changes made to these fields will be lost when the next sync is run.

Synchronised fields in the profile section that should not be edited include:

Repository field	Source data
First name	Alesco
Last name	Alesco
Name variant	Alesco
Title	Alesco
Gender	Alesco
Organisation affiliations	Alesco/internal database

## 6. University byline

Please note the official University byline is “University of Western Australia”. Information on how to use the byline can be found [here](#).

If you published a research output (including any NTROs) in your capacity as a UWA staff or student, but have failed to byline the University, an Affiliation Confirmation will be required. Please follow [these procedures](#) to confirm your affiliation to UWA.