

Scholarly Impact Consultation Checklist

UTA Libraries Scholarly Impact Consultation Service

Please look through and answer these questions for yourself before scheduling a consultation. We'll follow up on further details when we meet or talk. Please bring the relevant checklist(s) with you.

First steps:

1. Take a look at the "Increase Your Scholarly Profile" Guide to get an overview of the subject:

<https://libguides.uta.edu/scholarlyimpact>

2. Identify which specific areas of scholarly impact you currently want to address:

Building Scholarly Identity: creating an ORCID or Google Scholar profile

Determining Scholarly Impact: gathering or using scholarly metrics

Considering Publication Options: maximizing impact through publication choices

Increasing Digital Visibility: expanding the audience and reach of your work

3. Send an email to Brooke Troutman at brooke.troutman@uta.edu or Mitch Stepanovich at stepanovich@uta.edu to schedule a time to talk about your questions.

Initial Consultation Questions:

1. Which specific areas of scholarly impact would you like to address?

2. What is your immediate goal or purpose in consulting with us?

Putting together a promotion or tenure dossier

Looking for publication options to improve scholarly impact

Establishing or improving my online scholarly profile

Understanding scholarly metrics

Thinking about long-term strategies for improving my impact or scholarly profile

3. What is your timetable for addressing your current questions?

_____ Due date of promotion or tenure dossier

_____ Scheduled date for annual review

_____ Publication deadline (approximate is okay)

_____ Other relevant deadline (specify: _____)

4. When would you need a report from us to be helpful in your current purposes?

Questions for consultations on P&T dossiers

1. What scholarly impact information do you need for your dossier?

- Article/book/publication metrics (author h-index, citations, usage, altmetrics, etc.)
- Journal metrics (Journal Impact Factor, h-indexes, rankings, percentiles, etc.)
- Conference/presentation metrics (attendance, citations, online mentions, etc.)
- Reviews of my scholarship

2. Do you want help with just the CV or with other dossier documents as well?

Specify: _____

3. Do you have a required template for the CV or the dossier documents?

Link, if available: _____

4. Where do you feel is the best place to present your scholarly impact information?

- Curriculum vitae
- Dossier documentation
- Dossier narrative
- Online scholarly profile or website

5. What weaknesses do you currently see in your presentation of scholarly impact information?

What would you like to improve (amount of information, visibility, organization, contextualizing, etc.)?

6. What are your priorities in terms of getting our report together?

First priority: _____

Second priority: _____

Third priority: _____

Next steps:

1. We'll work on gathering the requested information and putting together some Recommendations and create a report.
2. We'll set up a follow-up meeting to go over the report and recommendations.
3. We'll send a final report.
4. We'll send a brief assessment survey for feedback.

Questions for consultations on publication options

1. What are your primary purposes in publishing or disseminating your work right now?

- Publications needed for promotion or tenure review (short or set term)
- Impact on my field of study (longer term)
- Scholarly conversation with others in my field
- Presenting new scholarship in creative or innovative formats
- Learning about the publication process

2. What audience(s) are you most interested in reaching with your current work?

- Scholarly/academic
- Professional/corporate
- Government/policy/activist organizations
- Students/Teachers
- General public
- International

3. What types of publication would most suit your needs at this time?

- Academic (peer-reviewed) journals
- Trade publications in my field
- Popular magazine or newspaper
- Scholarly blog, website, or online community
- Book chapter or monograph publication
- Conference or other presentation venue (including conference proceedings)

4. What issues or concerns are most important to you in publishing your work?

- Reaching the target audience in my field
- Reaching interdisciplinary or broader audiences
- Getting credit towards promotion or tenure
- Publishing in a highly-ranked or well-regarded journal
- Finding venues for innovative work (digital scholarship, multimedia, etc.)
- Providing broad or affordable access to my work
- Increasing my visibility and scholarly profile

___ Maintaining author's rights and control over the use of my work

5. What is your timetable for seeing your current work published? _____

6. Do you have any financial support from your institution or a funding agency to help subsidize publication? Does your funder have specific publication requirements (i.e. public or open access)?

Questions for consultations on increasing digital visibility

1. Have you already set up an ORCID, Google Scholar profile, and/or Scopus Researcher ID (see "Build Your Scholarly Identity" section of the Increase Your Scholarly Profile Guide)?

___ Yes ___ No ___ Would like help with this

2. Have you previously submitted published works the Research Commons institutional repository?

___ Yes ___ No ___ Would like help with this

4. Do you have accounts with any of the following academic/professional online communities?

___ Academia.edu ___ ResearchGate ___ Mendeley

___ LinkedIn ___ GitHub

___ Other (specify: _____)

___ Other (specify: _____)

5. Are you active on any of the following social media platforms?

___ Twitter ___ Facebook ___ YouTube

___ Pinterest ___ Instagram

6. Do you have a personal website, online portfolio, or scholarly blog?

URL: _____

URL: _____

7. Do you follow or participate in any scholarly blogs or other online forums?

8. Have you published or participated in any online digital scholarship/digital humanities projects?

