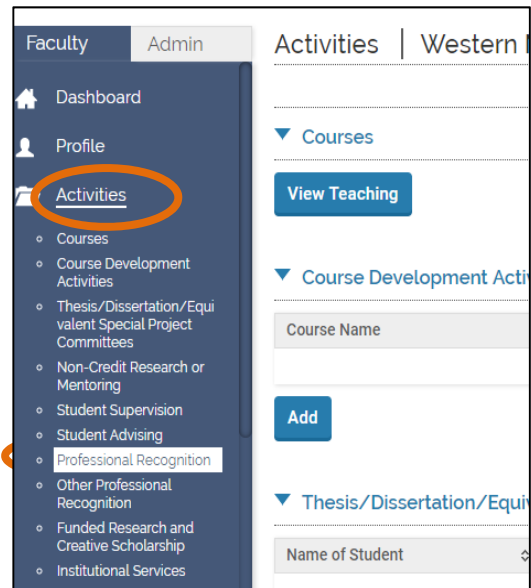




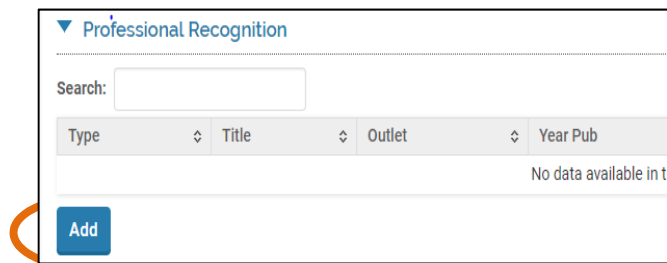
## How to add publications to WMU FARS by importing a BibTeX or RIS file.

The Faculty Activity Reporting System (FARS) enables one - by - one manual entries of publications and mass entries through importing a BibTeX or RIS file that contains the publications. Faculty members may be able to export their publications stored in Google Scholar, EndNote, or another system in one of the file formats above. The exported file can be imported into WMU FARS very easily.

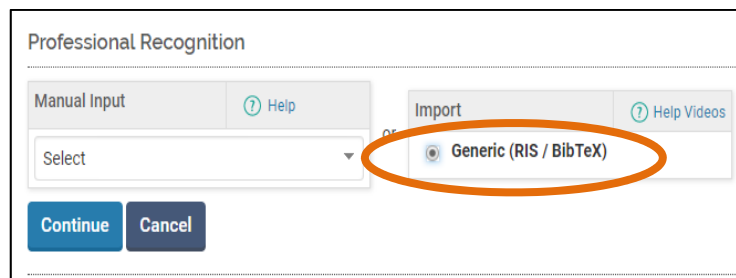
1 Log into FARS. Click on Activities and click on Professional Recognition.



2. Click the Add button in order to toadd your publications.



3. Choose **Generic (RIS / BibTeX)**, which is in the **Import** table. Then, click the **Continue** button at the bottom.



4. Under Citation Format, select **BibTeX** if you want import a **BibTeX** file, or select **RIS** if you want to import an **RIS** file. Be sure to select **File** option (not **Copied Text** option). Then, click on **Choose File** and locate the file that contains your publications. Click **Open** and click **Save**.

1 Citation Format

Format: BibTeX

2 Citation Data

Import\*:  File  Copied Text

File\*: Choose File No file chosen

Save Cancel

5. Mark the publications you want to import to FARS. Then, scroll down to the bottom and click **Import Selected**. This will import your selected publications to FARS.

<input type="checkbox"/>	Publications - Journals	Monodispersed MCM-41 large particles by modified pseudomorphic transformation: direct diamine functionalization and application in protein bioseparation	Microporous and Mesoporous Materials	2009
<input type="checkbox"/>	Publications - Journals	Understanding the mechanism of chirality transfer in the formation of a chiral MCM-41 mesoporous silica	The Journal of Physical Chemistry C	2010
<input type="checkbox"/>	Publications - Journals	[Co(en) <sub>3</sub> ][In <sub>3</sub> (H <sub>2</sub> PO <sub>4</sub> ) <sub>6</sub> (HPO <sub>4</sub> ) <sub>3</sub> ] $\cdot$ 2H <sub>2</sub> O: A new layered indium phosphate templated by cobalt complex	Journal of Solid State Chemistry	2004
<input type="checkbox"/>	Publications - Journals	An Unexpected Photoelectronic Effect from [Co(en) <sub>3</sub> ] <sub>2</sub> (Zr <sub>2</sub> F <sub>12</sub> )(SiF <sub>6</sub> ) $\cdot$ 4H <sub>2</sub> O, a Compound Containing an H-Bonded Assembly of Discrete [Co(en) <sub>3</sub> ] <sup>3+</sup> , (Zr <sub>2</sub> F <sub>12</sub> ) <sup>4-</sup> , and (SiF <sub>6</sub> ) <sup>2-</sup> Ions	Angewandte Chemie International Edition	2005

6. You will see the **Import Result** screen, which shows your imported publications. Click **Go Back** to leave the screen and see your imported citations.

**A Imported Activity Counts**

Total Activities	Imported Activities	Duplicate Activities	Exact Duplicate Activities
2	2	0	0

[Go Back](#)


7. If there are some close similarities between two publications, click on the View symbol to compare the two items.

## Import Results

### A Imported Activity Counts

Total Activities	Imported Activities	Duplicate Activities	Exact Duplicate Activities
132	130	1	1

### B Duplicate Activities

Complete	Imported Activity	Existing Activity	% Match ↕	View	Actions
	Camina, J., Rodriguez, J., & Monroy, R. (2014). Towards a masquerade detection system based on user's tasks, <i>8688 LNCS</i> , 447 - 465.	Camina, J. B., Rodriguez, J., & Monroy, R. (2014). Towards a masquerade detection system based on users tasks, <i>8688</i> , 447 - 465.	93.45%		Select ▾

[Save](#) [Save and Go Back](#) [Cancel](#)

Click one of the action on the top after you have compared the items and click **Save**.

Handle Duplicate Record ✕

Import As New  Replace Existing  Discard Imported

	Imported Activity	Existing Activity	93.45%																
Type	Publications - Conference Proceedings	Publications - Conference Proceedings	100																
Title	Towards a masquerade detection system based on user's tasks	Towards a masquerade detection system based on users tasks	99.15																
Year	2014	2014	100																
Volume	8688 LNCS	8688	61.54																
Pages	447 - 465	447 - 465	100																
Author	<table border="1"><thead><tr><th>First Name</th><th>Last Name</th></tr></thead><tbody><tr><td>J.</td><td>Camina</td></tr><tr><td>Jorge</td><td>Rodriguez</td></tr><tr><td>Raul</td><td>Monroy</td></tr></tbody></table>	First Name	Last Name	J.	Camina	Jorge	Rodriguez	Raul	Monroy	<table border="1"><thead><tr><th>First Name</th><th>Last Name</th></tr></thead><tbody><tr><td>J.</td><td>Camina</td></tr><tr><td>Jorge</td><td>Rodriguez</td></tr><tr><td>Raul</td><td>Monroy</td></tr></tbody></table>	First Name	Last Name	J.	Camina	Jorge	Rodriguez	Raul	Monroy	100
First Name	Last Name																		
J.	Camina																		
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Raul	Monroy																		
First Name	Last Name																		
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Jorge	Rodriguez																		
Raul	Monroy																		

[Save](#) [Cancel](#)

On the next screen, click **"Save and Go Back"**.