

# Choose "Add content" and "Research output"

2.

The screenshot shows the 'Choose submission' page in the Pure 5.21.4 system. On the left, a sidebar contains various submission categories. The 'Research output' category is highlighted with a red box and a right-pointing arrow. Below it, options for 'Create from template', 'Import from online source', and 'Import from file' are visible. The main area lists various submission types such as 'Contribution to journal', 'Chapter in Book/Report/Conference proceeding', 'Book/Report', 'Contribution to specialist publication types', 'Working paper', 'Contribution to conference', 'Artistic and non-textual form', 'Thesis', 'Patent', and 'Other contribution'. On the right side of the interface, a green button with a plus sign and the text '+ Add content' is highlighted with a red box. Below this, there are sections for 'Tasks' and 'Notifications'.

Choose submission

Submission guide

Research output

Create from template

Import from online source

Import from file

Activity

Prize

Press/Media

Award

Project

Impact

Dataset

Facility/Equipment

Curriculum Vitae

Contribution to journal

Chapter in Book/Report/Conference proceeding

Book/Report

Contribution to specialist publication types

Working paper

Contribution to conference

Artistic and non-textual form

Thesis

Patent

Other contribution

+ Add content

Tasks

10 Datasets were found in Data Monitor

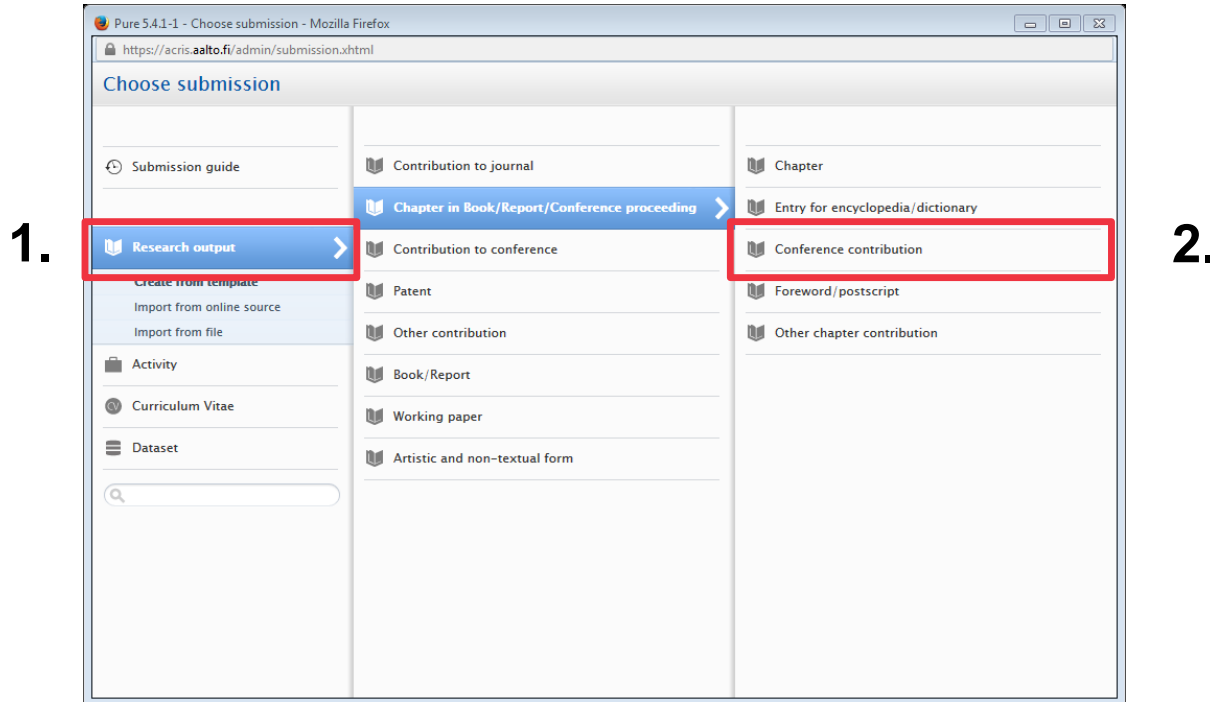
86 Datasets have formerly employed contact persons

1821 academics have no Scopus Author ID

Notifications

1.

**From output types, choose "Chapter in Book/Report/Conference proceedings" and then "Conference contribution"**



# Choose publication type of the article, e.g., peer-reviewed scientific (A4 in Min Edu classification)

Research output > Chapter in Book/Report/Conference proceeding > Conference contribution - Pure 5.4.1-1 - Mozilla Firefox

https://acris.aalto.fi/admin/editor/dk/atira/pure/api/shared/model/base\_uk/researchoutput/editor/contributiontobookanthologyeditor.xhtml

Research output: Scientific – peer-review > Conference contribution

Change template

EDIT

Metadata

Metrics

Translation

OVERVIEW

Relations

Display

Type

Publication category \*

☒ Scientific ☐ Professional

Peer-reviewed \*

☒ Peer-reviewed ☐ Not peer-reviewed

Ministry of Education publication type

A Peer-reviewed scientific articles > A4 Article in a conference publication

Note: you can change the template to e.g. a chapter from top right

# Add publication state and information

Publication state ⓘ

Publication statuses and dates \*  
Published ▾ Year \* Month \* Day \* Current  
Add publication status and date...

Publication information ⓘ

Original language \*  
English ▾

Title of the contribution in original language \*

Subtitle of the contribution in original language

 Abstract

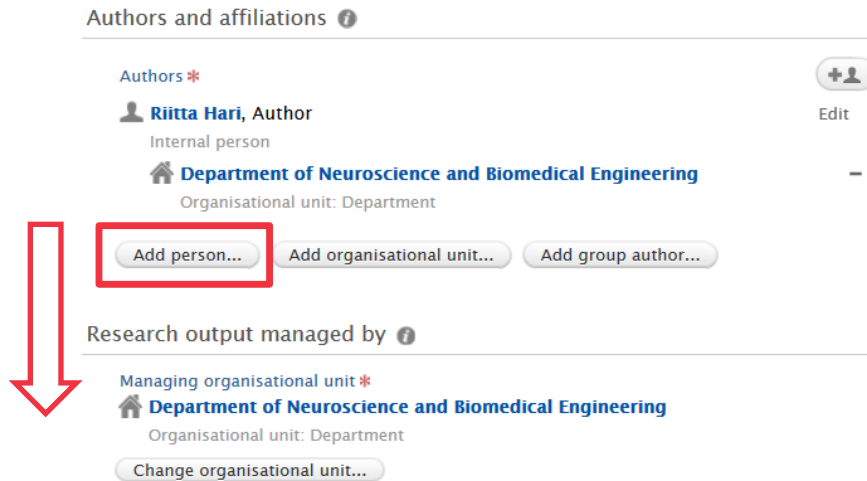
Pages (from-to) Number of pages

Article number

## Note:

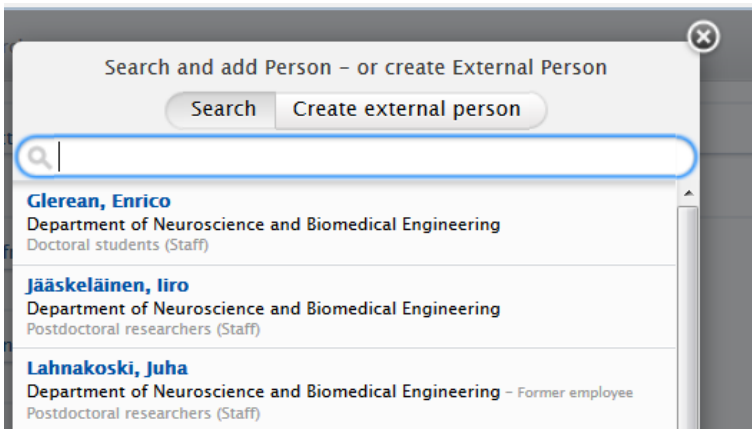
- Mandatory fields are marked with a red \*
- If publication status other than **Published** is chosen, please remember to update the status when the output is formally published
- Round flags close to fields indicate the language in which the field should be filled

# Add authors and affiliations



Note:

- Link to co-authors or create new external persons by using the **Add person** function. All authors previously created into the system will be listed in **Search**
- Create new external authors if necessary
- When reporting publications of the ongoing year, use the current organizational unit synchronized to persons from HR systems
- **Managing organizational unit** refers to the instance of editors handling this output in ACRIS and does not affect statistics



# Add publication and series information

## Host publication

Title of the host publication in original language \*

Subtitle of the host publication in original language

Publisher

Add publisher...

Volume

Edition

Place of publication

ISBN (Print)

ISBN (Electronic)

Editors of the host publication

Add editor...

## Series information

Series

Add publication series...

Note:

- Mandatory fields are marked with a red \*
- Remember to add ISBN or ISSN number

# Upload an accepted manuscript for open access

## Electronic version(s), and related files and links

### Electronic version(s) of this work

Add electronic version (file, DOI, or link)...

### Other links

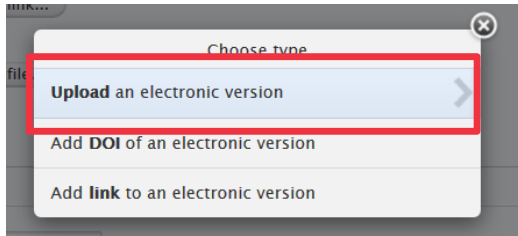
Add other link...

### Other files

Add other file...

1.

2.



Upload an electronic version

Upload an electronic (full-text) version of this work (e.g. the author's accepted manuscript)

File\*

3.


Drag file or [browse](#) your computer.

File title

Document version

Accepted author manuscript  
Peer reviewed version

4.

Public access to file\* 

5.

Closed

License to document

Select license...

Visible on portal date

No value


Cancel Create

- Upload your accepted manuscript\* here (3)
- Indicate the version (4)
- Set public access to closed (5)
- Support staff will verify publisher's policy and open works accordingly
- Support staff sets an embargo if required
- See Aalto.fi (manuscript service) for more information

# Field of Science and other classifications

Keywords ⓘ

KEYWORDS




**FIELD OF SCIENCE, STATISTICS FINLAND BY DEPARTMENTS**

*There are no associations*

[Add field of science, statistics finland by departments...](#)

FIELD OF SCIENCE, ACADEMY OF FINLAND

 *There are no associations*

[Add field of science, academy of finland...](#)

1.

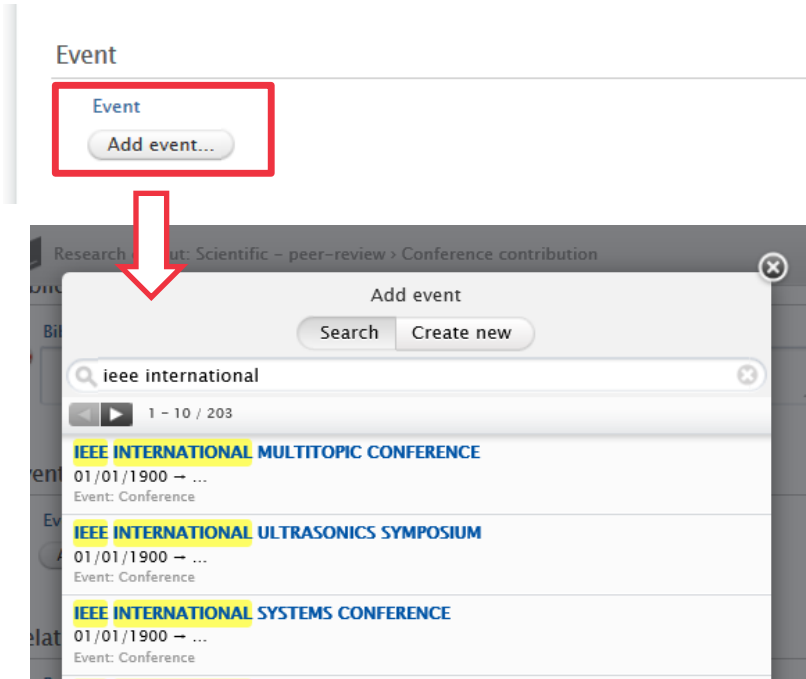
Note:

- **The Field of Science, Statistics Finland field (1)** is required by the Ministry of Education and Culture. Filling this field is mandatory for researchers
- Adding other keywords to your submission is not mandatory, but increases the metadata quality and thus searchability of your information

# Add event (= conference)

Note:

- All conferences previously created into the system will be listed in **Search**
- Link to a conference or create a new event using the **Create new** function
- Mandatory fields are marked with a red \*



# Relations

## Bibliographical note ⓘ

Bibliographical note



An optional field that can be used to enter notes about specific conditions or anything else that might be relevant to point out, regarding this submission.

## Relations ⓘ

Research Output



Activities



Clippings



Equipment



Projects



Datasets



Other content from Pure can be related to this submission. Add relations to content that are relevant here.

Note:

- The **Relations** section enables linking of the submission to other existing content of ACRIS

# Choose one of the visibility options and registration status

Visibility ⓘ

☐ Public – No restriction ▼

☐ Public – No restriction

☒ Campus – Restricted to specific IP range

☒ Backend – Restricted to Pure users

☒ Confidential – Restricted to associated users and editors

Where the content can be seen.

**Publicly available**  
– e.g. website/portal

**Campus (IP)**  
– from allowed IP-addresses

**Restricted to Pure-users**  
– Only visible when logged in to Pure.

External publication ids

[Additional source ids](#)

[Add additional source...](#)

PURE REGISTRATION STATUS

Entry in progress

✓ For validation

Status:  Save

## Note:Status

- **Entry in progress** saves the submission if you wish to send it for validation later
- **For validation** dispatches the submission to the library to be validated as official content in ACRIS
- Remember to press the blue **Save** button