

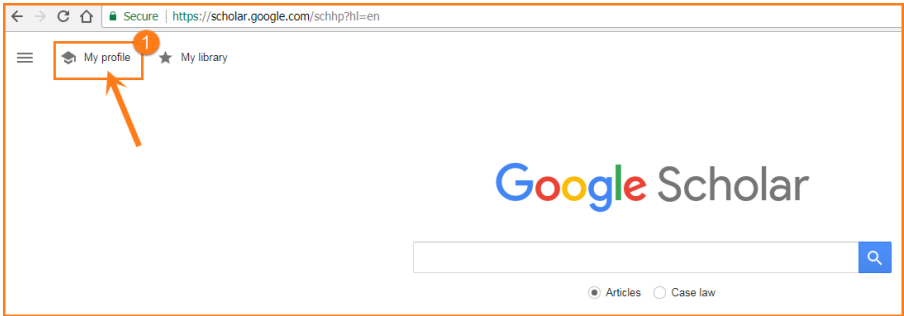
Faculty180 – Activities, Scholarly Contributions

OVERVIEW

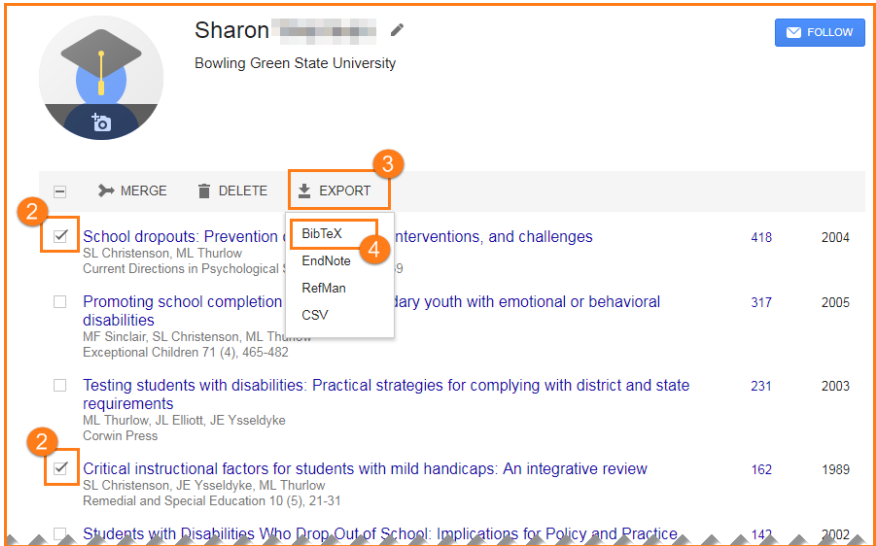
You can import citations into Faculty180 in RIS or BibTeX format. For example, you can export citations from Google Scholar in BibTeX format and then import them into FACULTY180.

EXPORT DATA FROM GOOGLE SCHOLAR

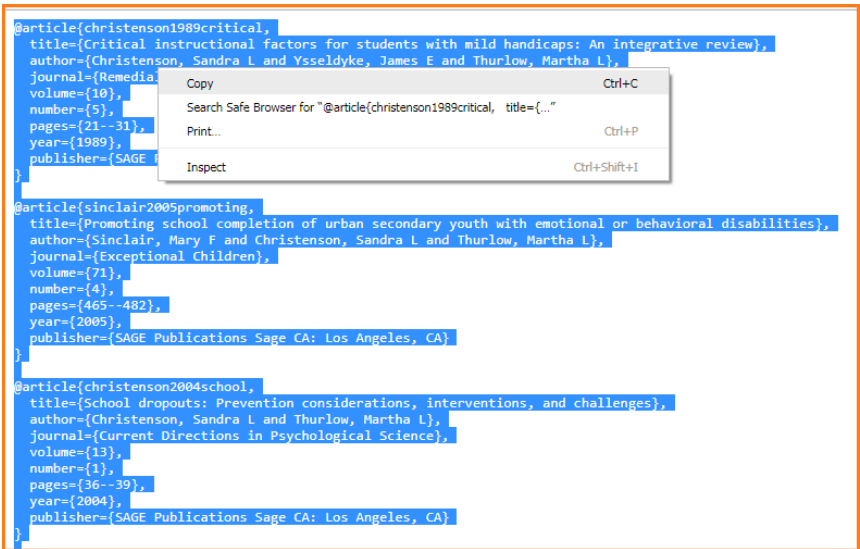
1. Login to your Profile, and click on **My profile** located at the top toolbar.



2. **Select citations** for export
3. Click **Export** dropdown
4. Export selected citations in the **BibTeX** style.



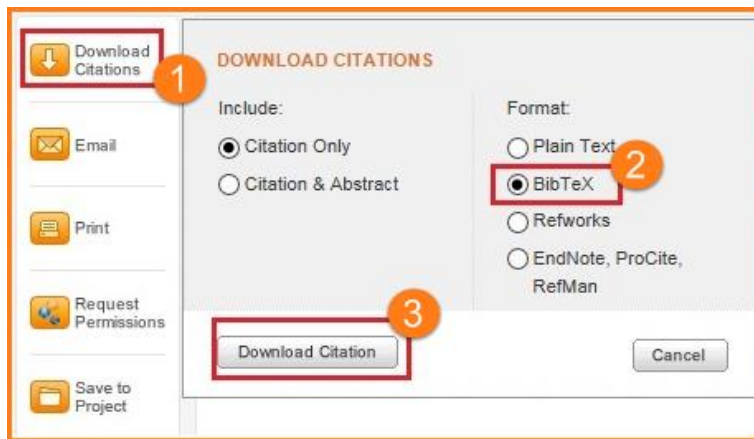
5. Highlight all text including the last }. Shortcut: **Ctrl+A**
6. Right-click for shortcut menu and select Copy or Shortcut: **Ctrl+C**



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EXPORT (DOWNLOAD) DATA FROM IEEE XPLORE AND OTHER DATABASES

- Conduct your search in the usual way. Open the reference you wish to save.
1. Click Download Citations
 2. Select BibTeX
 3. Click Download Citation.
 4. This will open a new page with BibTeX entry.
 5. Copy text to the clipboard

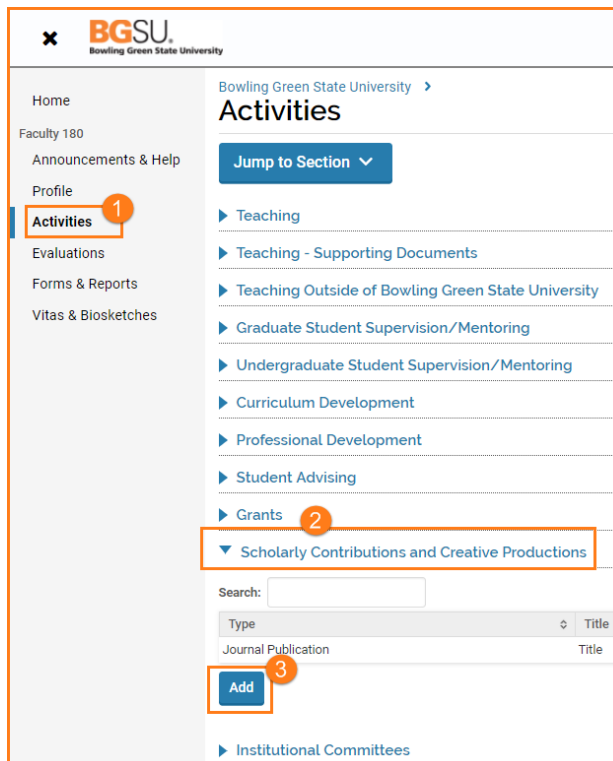


EXPORT DATA FROM ENDNOTE AND OTHER BIBLIOGRAPHIC MANAGEMENT SOFTWARE

- **File** menu
- **Export ...**
- Export as **Bib TeX** Output style

IMPORT CITATIONS INTO FACULTY180

1. Click the **Activities** link on the left navigation.
2. The Activities form displays. If the **Scholarly Contributions and Creative Productions** section is not already open, scroll down to the section and click the expand icon to expand the section.
3. Click the **Add** button.

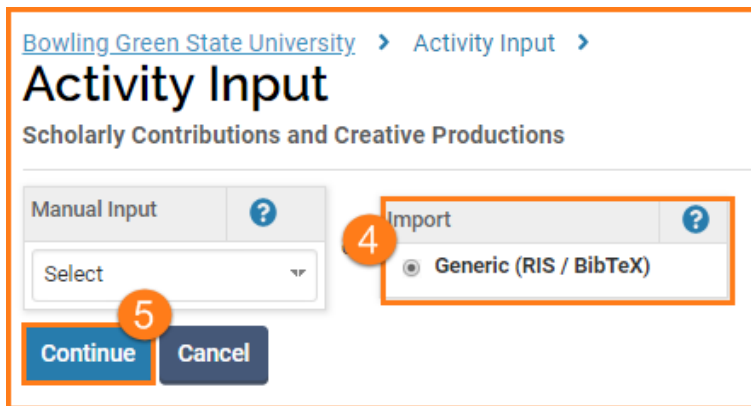


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4. The Activity Input screen displays. Click **the Generic (RIS / BibTeX) import** option.

Note: Click the Help link to view tutorials on importing citations into FACULTY180. (does not work in Google Chrome browser)

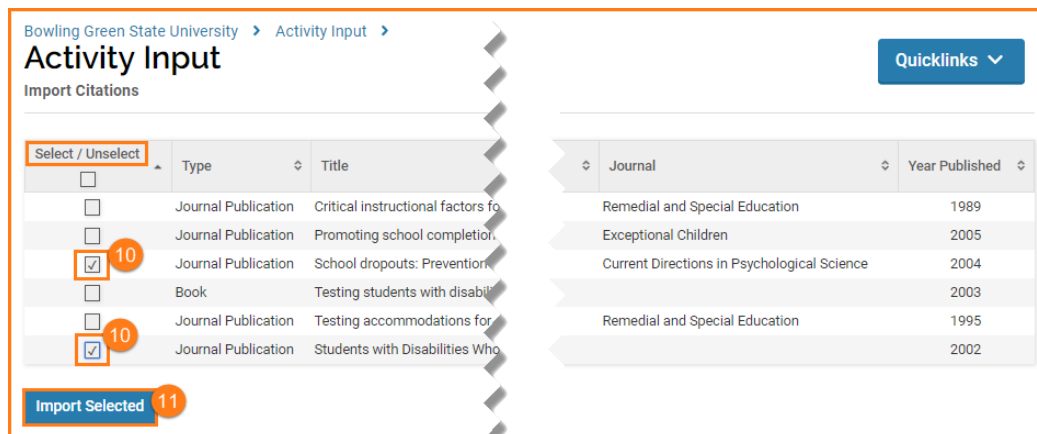
5. Click the **Continue** button.



6. Select the citation format **BibTeX**.
 7. In the Citation Data, select **Copied Text**
 8. **Paste the text** copied from Google Scholar.
 9. Click **Save**.



10. The citations from the file are listed. **Select the citations to import.** The check box in the heading row can be used to select or unselect all citations.
 11. After reviewing all of the relevant information, click **Import Selected**.



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12. Import Results displays how many activities are imported. Click the **Go Back** Link.

Bowling Green State University >
Import Results

A Imported Activity Counts










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

[Go Back](#)

• There are options to Edit, Delete and Clone each of the items imported.

▼ Scholarly Contributions and Creative Productions Help

Search:

Type	Title	Outlet	Year Pub	Status	Term	Origin	Actions
Journal Publication	Title	Journal	2019	In Progress	FALL 2017	Manual	  
Journal Publication	School dropouts: Prevention considerations, intervention	Current Directions in Science	2004	Completed/Published	FALL 2004	BibTeX	  
Journal Publication	Students with Disabilities Who Drop Out of School: Implications for Transition.	and	2002	Completed/Published	FALL 2002	BibTeX	  

[Add](#)

If you are experiencing issues with logging in, browsers, printing, or some feature of the system is not working properly, contact the TSC at 2-0999. If you have questions about entering your activities or information in the system, which category to use for a specific activity, etc., contact faculty180@bgsu.edu for assistance.