

A Short Guide to:

Importing to DiVA in four steps.

1. Check

Search DiVA to verify that the publication you want to register has not already been registered
liu.diva-portal.org

Search by title, DOI, or your LiU-ID

The screenshot shows the DiVA search portal for Linköping University. At the top left is the 'li.u LINKÖPINGS UNIVERSITET' logo. To the right is a search bar with the text 'Sök publikationer i DiVA'. Below the logo are four tabs: 'Enkel sökning', 'Avancerad sökning - Forskningspublikationer', 'Avancerad sökning - Studentuppsatser', and 'Statistik'. The 'Enkel sökning' tab is active. Below the tabs is a search input field with a 'Sök' button. Underneath the search field are radio buttons for 'Alla publikationer' (selected), 'Forskningspublikationer', 'Studentuppsatser', and 'BETA - Personposter'. There is also a checkbox for 'Endast dokument med fulltext i DiVA'. At the bottom of the search area are links for 'Kommande disputationer »', 'Kommande licentiatavhandlingar »', 'Bläddra »', 'Senast publicerade »', and 'Utsökning »'. The footer contains version information 'v. 2.35.10 | DiVA portal | DiVA Logga in | Kontakta oss | LiU universitetsbibliotek | SwePub | Uppsök | Länka till DiVA' and the DiVA logo.

1a. This is how you search for a LiU-ID

Choose Advanced search -
Research publications

Search for publications in DiVA



Simple search

Advanced search -
Research publications


Advanced search -
Student theses


Statistics

English Svenska Norsk

Free text

- AND - 

OR NOT 

Search

Simple search

**Advanced search -
Research publications**

Advanced search -
Student theses

Statistics

English Svenska Norsk

Enter "Person" and select
"Person, id"

Free text

- AND -

OR NOT

Search

Simple search

**Advanced search -
Research publications**

Advanced search -
Student theses

Statistics

English Svenska Norsk

Enter your LiU-ID and click
"search"

Free text

Person, id

abcde12

- AND -

OR

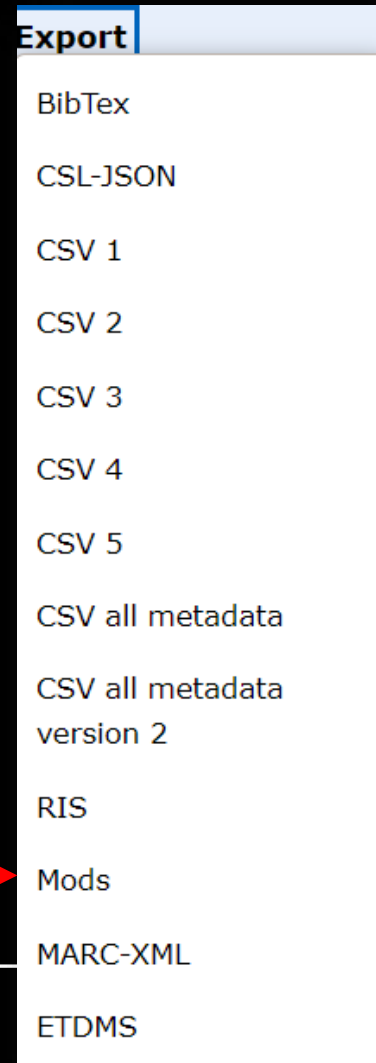
NOT

Search

2. Finding and selecting a file to import

2a. If the publication is registered in the DiVA portal of another university

- Locate the publication in the other DiVA portal
- Select “Export”
- Select “Mods”
- Save the file and upload it to the LiU DiVA portal (see step 3)



2b. If the article is included in PubMed

- Locate the publication in PubMed
- Copy the PMID, displayed just above the Abstract

Affiliations + expand

PMID: 27741350 DOI: 10.10

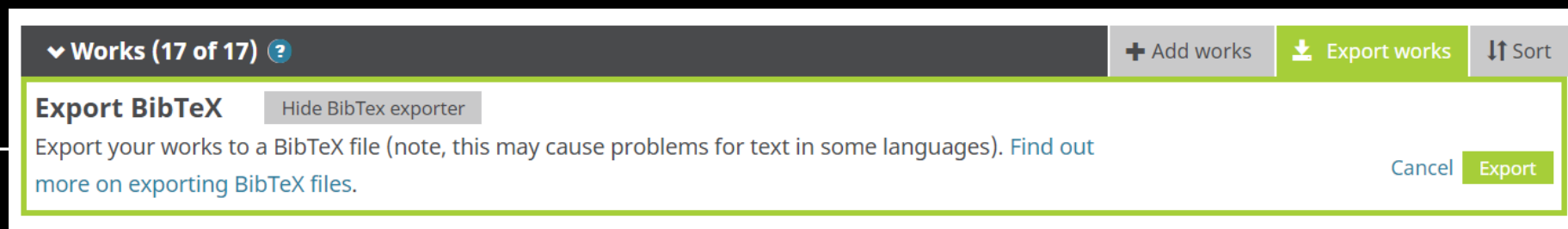
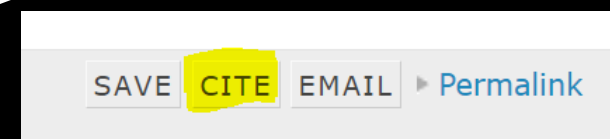
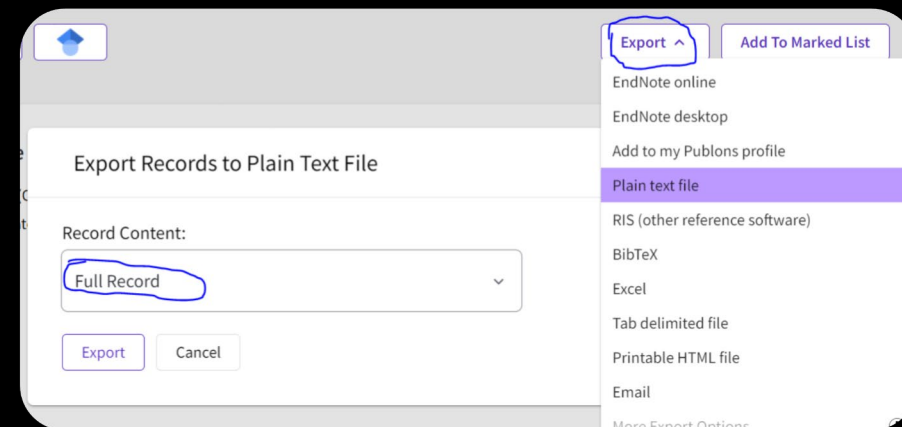
Abstract

2c. If the file is acquired from another source

- DiVA supports the following formats:
 - BibTex (.bib or .txt)
 - RIS
 - ISI
 - EndNote XML

2c. If the file is acquired from another source

- Importable files can be created from:
 - The article page at the journal's website (RIS / BibTeX)
 - Web of Science (ISI)
 - Library catalogue (RIS, BibTeX)
 - Libris ("CITE", select RIS / BibTeX)
 - Endnote (File > Export > select File format: XML)
 - ORCID (BibTeX)



3. Importing references

Sign in to DiVA: liu.diva-portal.org/dream/

Click “Import references” liu.diva-portal.org/dream/import/

Click “Import from external databases”

Import references »

Import references from a file or a database.

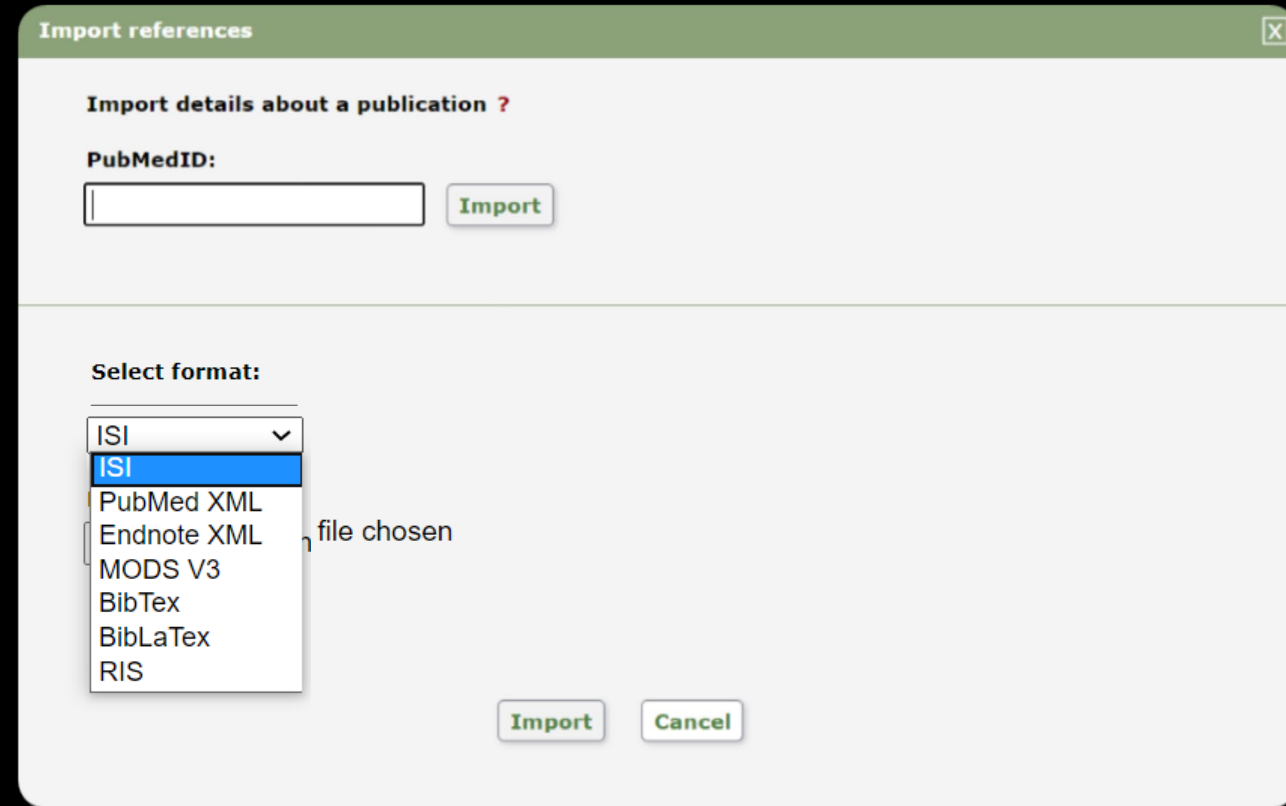
Import from external databases »

Sort: ▾

Number: ▾

3. Importing references

- From Pubmed
 - Paste the PMID and click “Import”
- Other sources:
 - Select format (From the DiVA portal of another university: Select “MODS V3”)



3. Importing references

- From Pubmed
 - Paste the PMID and click “Import”
- Other sources:
 - Select format (From the DiVA portal of another university: Select “MODS V3”)
 - Click “Choose file” and browse to find the file
 - Click “Import”

Import references

Import details about a publication ?

PubMedID:

Import

Select format:

ISI

Upload file:

Choose File No file chosen

Import Cancel

4. Review the imported record(s)

- You will now see a list with all imported publications.

1 - 5 of 5		Delete all
Sandewall, Erik / Towards the validation of high-level action descriptions from their low-level definitions / 1996 / Report / diva2-import:636037 / 2020-01-22		✘

- Click “x” for publications you want to remove.
- Click the text in red from the list to complete the registration.

4. Review the imported record(s)

- You will now see a form to complete, with some information already filled in.
- Make sure all the information is correct and add missing information, such as affiliation.

The affiliation must be identical with the one stated in the original publication.



The affiliation must be identical to the one stated in the publication.

Language is automatically set to *English*. If the publication is written in another language, don't forget to change it under Title, Abstract and Key words.



The affiliation is identical to the one stated in the publication.

Specifying National subject category is mandatory. Choose subject category from level 2 or 3 (not from the main level).



The affiliation must be identical with the one stated in the publication.

Do not upload any files! If you want to parallel publish your publication, send it in via

<https://ep.liu.se/publicationvisibility>

or email ep@ep.liu.se



Linköping University

University Library