

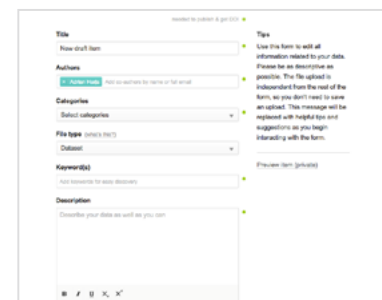
How to make the most out of your metadata

and help make your research stand out

Minimum required information to complete the metadata form on figshare:

Title • Authors • Categories • Keywords • Description

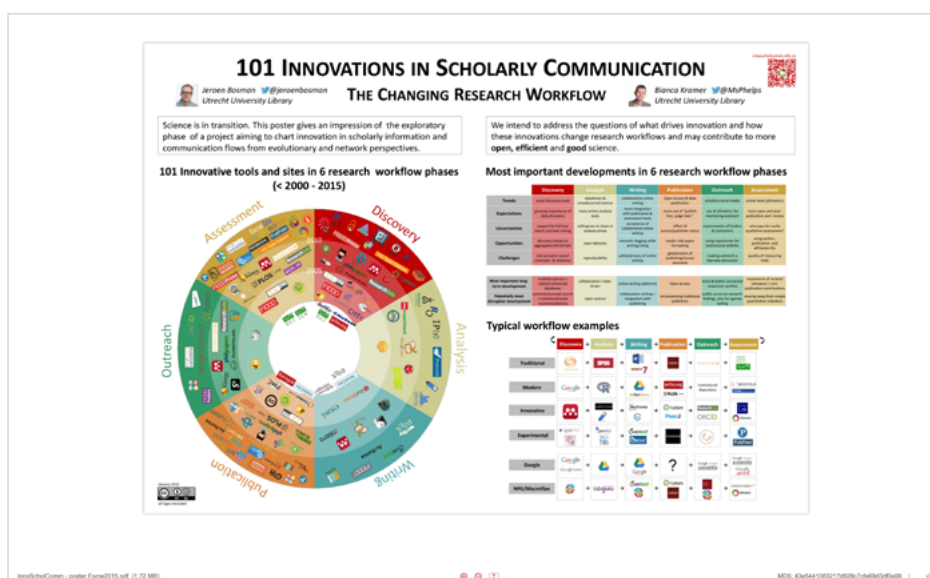
However, including as much information as possible makes your research more thorough, discoverable, and reusable to others.



Some helpful tips

✓ Make your title as discoverable as possible

The title should be as descriptive, yet succinct, as possible. Good titles make research more discoverable and therefore more effective. Don't just upload the working title - the more attention-grabbing, the better.



This example is concise but detailed. I know from reading this that I will have a better understanding of what's up-and-coming in Scholarly Communication and how this will impact my own research.

✔ Keywords as a way to be more descriptive about what's included in your research

Keywords help enhance the discoverability of your research when others are searching for it. Keywords can also be used to add to the category of your data. For example, if your research area is not included in the Fields of Research we use on figshare, you can use the keywords to add more specific information. See the example below for more information.

✔ Use the description to expand on the title

Think of the description as the abstract: include as much relevant information as necessary to make your research understandable and reusable. Context and information on methodology, techniques, and legal or ethical procedure that was met are useful to add.

The screenshot shows a research record on figshare. The title is "101 Innovations in Scholarly Communication - the Changing Research Workflow". Below the title, it says "09.01.2015, 13:14 (GMT) by Bianca Kramer, Jeroen Bosman". To the right, it shows "19302 views" and "3224 downloads". Below this is a circular icon with the number "473". Underneath the icon, it says "CATEGORIES" and "Library and Information Studies". Below that, it says "KEYWORD(S)" and lists "research workflow", "innovation", "tools", "science communication", and "scholarly communication". The main text of the record describes the research and its findings.

101 Innovations in Scholarly Communication - the Changing Research Workflow

09.01.2015, 13:14 (GMT) by Bianca Kramer, Jeroen Bosman

19302 views | 3224 downloads

473

CATEGORIES

- Library and Information Studies

KEYWORD(S)

- research workflow
- innovation
- tools
- science communication
- scholarly communication

Poster presented at **Force 2015** <https://www.force11.org/meetings/force2015>

In the fast developing world of scholarly communication it is good to take a step back and look at the patterns and processes of innovation in this field. To this end, we have selected 101 innovations (in the form of tools & sites) and graphically displayed them by year and also according to 6 phases of the research workflow: collection of data & literature, analysis, writing, publishing & archiving, outreach and assessment. This overview facilitates discussion on processes of innovation, disruption, diffusion, consolidation, competition and success, but also of failure and stagnation, over the last 3 decades. We describe some of the trends, expectations, uncertainties, opportunities and challenges within each of the workflow phases. Also, based on the graphical overview we present a juxtaposition of typical traditional, innovative and experimental workflows.

The authors used the broad category of Library and Information Studies and utilised the keywords to drill down into more specific, discoverable metadata, pulling information from their title and description (or abstract). They also included background on the research and an outline of what to expect in the data.

A few other helpful things to remember:

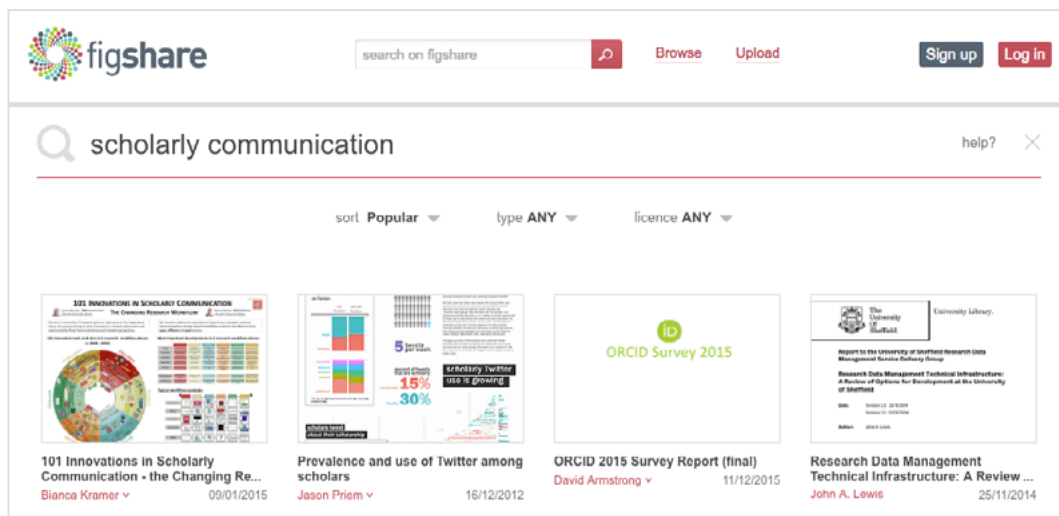
- ✔ Include all the authors who have collaborated on your research.
- ✔ Link to references that are hosted elsewhere by copying the URL into the References box and add more by hitting Enter.
- ✔ Don't forget to hit Publish to complete the metadata form!
- ✔ If you are required to make your data publicly available and sustainable, be sure to include the funder in your metadata form in the Funder box.
- ✔ If you have any restrictions on accessibility, you can alter the license type.

Impact

As a result of having a descriptive title, relevant keywords, and a thorough description, this piece of research is now easily discoverable on Google and within figshare.



This is the first search result on Google.



This is the first search result on figshare.

Find out more:
figshare.com