



THE UNIVERSITY *of* EDINBURGH  
**informatics**

## Research Data Management

### Creating a PURE entry by import from file

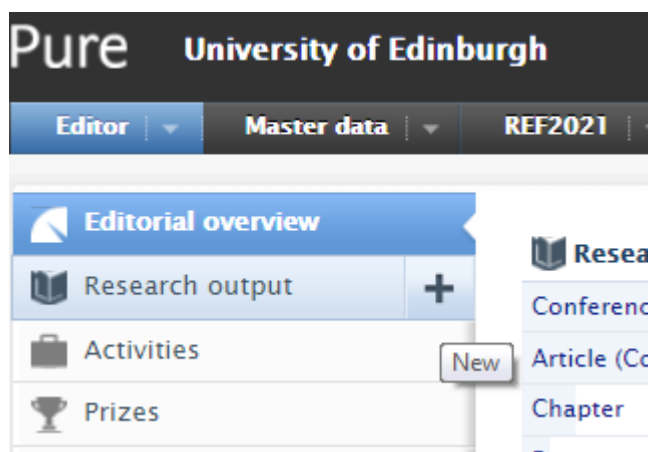
---

#### Importing data from file, e.g. BibTeX

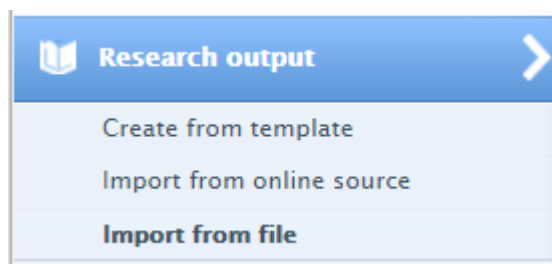
---

1 Log in to Pure. <https://www.pure.ed.ac.uk/>

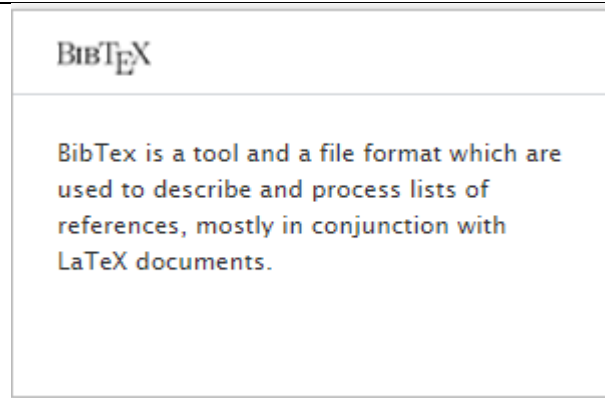
2 Hover over Research Output on the left-hand side panel, press the plus (+) that appears.



3 In the new Choose Submission window, click **Import from file**



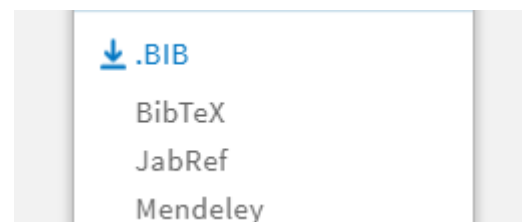
- 4 To import from a BibTeX file, click the **BIBTeX** window.



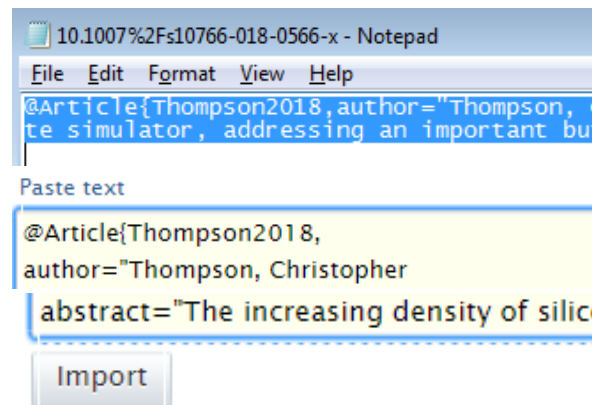
- 5a Locate the BibTeX citation, e.g. by downloading from the journal's website. In this example, Springer allows you to download the BibTeX citation from the **Cite article** option.




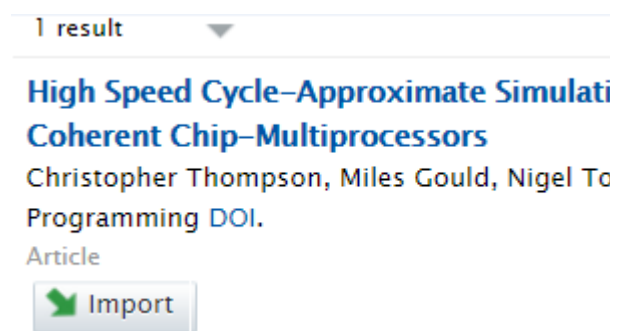
**NB:** This is the journal website, and not an option in Pure.

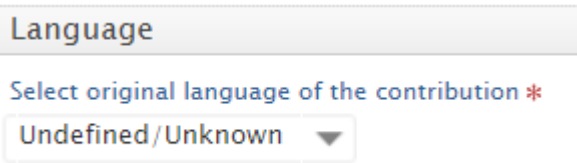
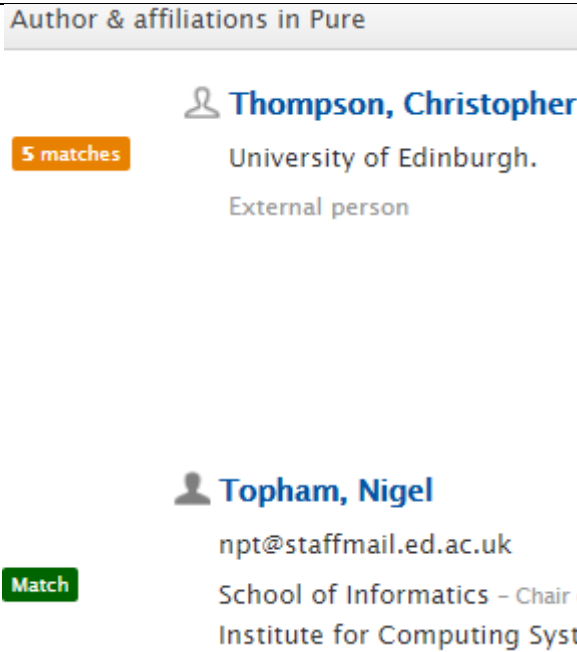
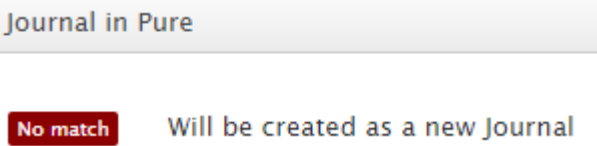



- 5b Copy the BibTeX citation from your source and then paste it in the **Paste text** window in Pure. Finally, press **Import**



- 6 You will now see a citation for import. If this is correct, press  **Import**



- 
- 7 In the window that appears, set the **original language of the contribution**
- 
- 
- 8 Next, confirm that the author list is correct. Some names may generate multiple matches, in which case pick the correct one. If Pure does not recognise a name, a new external author will be automatically generated.
- 
- 
- 9 Finally, you may see a **Journal match** to confirm the journal in which your output appears. Note that titles are often abbreviated, and appear as 'new' even though they exist in Pure. If this is the case, you can amend this once the record is created.
- 
- 
- 10 Once you have confirmed these details, press **Import and Review**. This will take you to a pre-filled template where you can confirm, correct and add further details as outlined in **New Pure Entry from Template**
- 
- [https://web.inf.ed.ac.uk/sites/default/files/atoms/files/new\\_pure\\_entry\\_from\\_template.pdf](https://web.inf.ed.ac.uk/sites/default/files/atoms/files/new_pure_entry_from_template.pdf)

---

Contact the RDM team on [rdmpublications@inf.ed.ac.uk](mailto:rdmpublications@inf.ed.ac.uk) with any questions.

---