# How to manage your metadata with Crossref

Rachael Lammey Head of Community Outreach



Vanessa Fairhurst Community Outreach Manager Crossref



Crossref makes research outputs easy to find, cite, link, assess, and reuse.

We're a not-for-profit membership organization that exists to make scholarly communications better.





- accurate
- complete
- up to date

Q 10.3144/expresspolymlett.2016.86	Funding Data
SORT BY: RELEVANCE PUBLICATION YEAR	
Showing DOI matching 10.3144/expresspolymlett.2016.86	
Bio-based polyurethane prepared from Kraft lignin and mod	ified castor oil
Bio-based polyurethane prepared from Kraft lignin and mod Journal Article published 2016 in Express Polymer Letters volume 10 issue 11 on	



- OJS Crossref plugin (<u>https://docs.pkp.sfu.ca/crossref-ojs-manual/en/config</u>)
- Web deposit form

(https://apps.crossref.org/webdeposit)

• Metadata Manager

(https://www.crossref.org/metadatamanager/)

• XML (<u>https://doi.crossref.org</u>)



- Update record in OJS and redeposit
- Redeposit via the Web Deposit Form
- Edit the metadata record in Metadata Manager
- Resubmit metadata via XML overwriting the old record with new information
- For bulk URL-only changes you can <u>send a .csv file to</u> <u>our support team</u>

\*There is never a fee to update metadata

## Updating or correcting deposited metadata: support documentation

- Go beyond basic bibliographic metadata, and deposit as much rich metadata as possible.
   Richer metadata includes information such as journal title, article author, publication date, page numbers, ISSN, references, abstracts, ORCID iDs, funding information, clinical trial numbers, license information (access indicators for text and data mining) and more.
- Update URLs of landing pages or full-text content when necessary, for example: when a server is re-organized, a journal moves from one hosting platform to another, a journal ceases to publish and the content must be accessed through an archive.
- · Update or correct the title of a journal, book, or conference proceedings.
- If you have omitted or provided any incorrect metadata, just update your metadata to make corrections or to provide missing data.
- Add additional metadata when it becomes available, such as Funder IDs, references, or license information.
- Our reports are tools to help you evaluate and improve your metadata use them regularly to see what you're doing well, and what needs attention.
- Change the ownership of deposited DOIs when the ownership of the published content changes.
- It is not possible to delete records or DOIs, as they are designed to be persistent. If you are
  considering this, learn more about changing or deleting DOIs, then contact us with the
  details of your situation so we can help.
- · Check that the quality of your metadata is good don't just focus on quantity.
- Love your backfiles add metadata for your backfiles, to make them as linked and discoverable as your current content.

https://www.crossref.org/education/me tadata-stewardship/maintaining-yourmetadata/#00556





## This may be your Crossref metadata





Access Participation Reports at <u>https://www.crossref.org/members/prep/</u> and you can find <u>documentation to help</u> on our website.



#### Participation Reports BETA











Education curriculum:

https://crossref.org/education/

- Email <u>support@crossref.org</u>
- New Community Forum:

https://community.crossref.org

AMAs:

rs/

https://www.crossref.org/webina

## Thank you!

### feedback@crossref.org

https://crossref.zoom.us/webinar/register/WN\_vgmHg99HRpal80g iHScd-w

