Getting Started with Kudos:

A Guide for Liverpool University Press Authors

This is a short guide aimed at Liverpool University Press authors who wish to begin using Kudos in order to increase the visibility and impact of their published articles.

If you require any assistance with registering and using the various tools that Kudos provides, or if you have any general queries about the platform, please do not hesitate to contact Clare Hooper, our Journals Publishing Manager, at: clare.hooper@liverpool.ac.uk.

1. Register

Liverpool University Press is sponsoring the Kudos service, meaning that it is free for our authors to use. To set up an account visit: https://www.growkudos.com/sessions/register and complete the **New User** section.

It is very important that the fields in this section are completed accurately, as Kudos uses this information to help increase the impact of your publications. Once finished, check the **Terms and Conditions** and if you are happy to proceed, click **Register**.

2. "Claim" Your Articles

Once your account has been successfully registered, it's time to find your article(s) on Kudos.

The fastest and most accurate way to do this is to enter the **Digital Object Identifier (DOI)** for your article into the main search box on the **Home** page and click **Find my publications**. DOIs are unique codes used to identify electronic documents on the Internet; you can find the DOI for your article on its page on Metapress: http://liverpool.metapress.com. Alternatively, you can find your work by entering your name or the name of your article in the search box.

Once you've located your article, simply click the **Claim Now** button.

3. Explain, Enrich, and Share

Once your articles have been claimed, you can start using Kudos' tools right away. Click **My profile and publications**, which appears under the **My Tools** drop-down at the top-right of the page, and you will be able to access the **Publication Profile Page** for each of your claimed articles.

The **three key steps** to 'maximizing publication performance' will be shown on this page. Click on the plus sign (+) in each of the **Explain**, **Enrich** and **Share** boxes to expand these and you will have access to fields where you can enter information, link resources, and share links to your work.

- **Explain:** By using short titles, lay summaries and impact statements on your article's Kudos page, you can make your work more accessible and engaging for a digital readership accustomed to strategically browsing the millions of potential papers at their fingertips.

- **Enrich:** On Kudos, you can provide links to a variety of content related to your article and subject, including: supplemental research, meaningful additional content that couldn't be fit in the published version, any press coverage the research received, and multimedia content such as videos and podcasts. You can even use this feature to link in relevant research (by yourself or another) carried out before or after the article's publication. Link-building in this way makes your article more attractive to discovery tools, and will ultimately improve its 'ranking', as well as creating an immersive and engaging experience for the reader.

- **Share:** Kudos provides links that allow you to share your enriched article via social media and email, and track the results. **On average, authors who make use of Kudos' sharing tools receive 19% higher downloads of their work.** This step is imperative in generating traffic to your work – explaining and enriching will have less impact if you do not let people know about it.

4. Measure

After you have claimed your articles and completed the above three steps, you can use your personal metrics dashboard in Kudos to assess the impact of these actions and discover what has worked well for you and your articles.

You can see all your claimed article metrics together on one page on **My Dashboard** – which can be accessed under the **My Tools** drop-down menu.

Setting up a Profile

You can set up a personal **Profile** on Kudos by selecting **My Profile and Publications** from the **My Tools** drop-down menu.

Having your own profile allows you to upload a photo and keep your professional affiliation information up to date. All publications that you claim on Kudos will be listed against your profile, as will **Co-authors** (based on articles you have claimed). Author profile pages are publicly viewable.

Author Dashboard and Account Management

Selecting **My Dashboard** from the **My Tools** drop-down will show you all your claimed publications together on one page, with the actions you have taken and results. You can click on columns in the summary table to sort these by various parameters. Click on **Improve my Results** on this page to access tips on how to increase readership and citations.

Clicking on the individual titles of your claimed articles will allow you to see in-depth performance graphs. Here you can see a direct visual representation of results following actions taken; you can also access an activity log (adding metadata, linking resources, sharing etc.) of all the actions you have taken relating to that publication.

Using the **Manage Account** function under the My Tools drop-down allows you to edit your profile information and change your password.