Collecting Publications Data – School of Culture, History & Language

CHL participates in two data collection schemes
- Higher Education Research Data Collection (HERDC)
- Excellence in Research for Australia (ERA)

Other publications that are not eligible for these schemes are collected for internal CHL reporting and are considered in small grants applications and promotion rounds.

The table below highlights the differences between these schemes:

<table>
<thead>
<tr>
<th>Eligible contributors</th>
<th>HERDC</th>
<th>ERA</th>
<th>Other – Internal CHL collection</th>
</tr>
</thead>
<tbody>
<tr>
<td>Academic staff, visiting fellows, students (at any level), etc.</td>
<td>Any one affiliated with the school</td>
<td>Researchers affiliated with the university on the census date (see the ERA 2015 Draft for details)</td>
<td>Any one affiliated with the school</td>
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<tr>
<td>Frequency of the scheme</td>
<td>Annually</td>
<td>Intermittent (has previously run in 2010 and 2012)</td>
<td>Ongoing</td>
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<td>Submission deadline</td>
<td>End of March (to Chrissy), data entry must be completed soon after (ideally by May)</td>
<td>TBA</td>
<td>Prior to small grants applications and promotion rounds</td>
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<tr>
<td>The scheme’s definition of research</td>
<td>“Research is defined as the creation of new knowledge and/or the use of existing knowledge in a new and creative way so as to generate new concepts, methodologies and understandings. This could include synthesis and analysis of previous research to the extent that it leads to new and creative outcomes.” (2014 HERDC Specifications for the collection of 2013 data, Nov. 2013)</td>
<td>“For the purposes of Excellence in Research for Australia (ERA), research is defined as the creation of new knowledge and/or the use of existing knowledge in a new and creative way so as to generate new concepts, methodologies, inventions and understandings. This could include synthesis and analysis of previous research to the extent that it is new and creative.” (ERA 2015 – Draft ERA 2015 Submission Guidelines, 2014)</td>
<td>All output produced by staff associated with the school</td>
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<tr>
<td>Eligible types of publications</td>
<td>Books (monographs; does not include edited books) - Book chapters - Journal articles - Conference papers</td>
<td>Books (monographs; does not include edited books) - Book chapters - Journal articles - Conference papers - Patents - Plant breeder’s rights - Registered design - National Health &amp; Medical Research Council endorsed guidelines - Visual artwork ERA eligible - Design/architectural</td>
<td>Extra categories in ARIES: - Edited books - Edited conference proceedings - Edited scholarly journals - Non-refereed short journal contribution (e.g. obituary) - Translations - Book and film reviews</td>
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<tr>
<td>Eligible publication dates</td>
<td>Must be published in the HERDC year (e.g. documents for the 2013 HERDC collection scheme must have been published in 2013)</td>
<td>All documents published in the Research Output Reference Period. For ERA 2015, this means all eligible output types published in 2008-2013 inclusive. (Including research published while academic staff were employed at previous universities.)</td>
<td>Any date</td>
</tr>
</tbody>
</table>

Publications must meet certain quality measures, and submissions to the schemes require specific evidence. Details below:

<table>
<thead>
<tr>
<th>Quality measures</th>
<th>Evidence needed</th>
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</table>
| **Books (monographs)** | - Commercial publisher or peer reviewed  
- Must have ISBN  
(Textbooks, creative works, translations and editions with minor revisions are not eligible) |
| | A full copy of the monograph  
(Unpublished proofs, drafts and word documents are not adequate evidence) |
| **Book chapters** | - Commercial publisher or peer reviewed  
- Must have ISBN  
(Textbooks, creative works, translations and editions with minor revisions are not eligible. Translations with accompanying notes that demonstrate extensive research may in some cases be eligible. Significantly revised editions of books may in some cases be eligible.) |
| | - Front/title page  
- Publication details page  
- Contents  
- Full text of the preface, introduction or first chapter  
- Full text of the submitted chapter  
- Bibliographical information for the chapter  
- Author’s affiliation with ANU  
(Unpublished proofs, drafts and word documents are not adequate evidence) |
| **Journal articles** | - Journal (or article) is peer reviewed  
- Journal must have ISSN  
(Book and film reviews, magazine and newspaper articles, or articles aimed at students or the general public are not) |
| | - Whole copy of the article (PDF or scanned from hard copy)  
- Author’s affiliation with ANU  
- Pages showing Journal title, ISSN, page numbers and publishing dates (usually in the header/footer) |
### Conference papers
- Full text of the paper must be published
- Full text of the paper must be peer reviewed (not just the abstract)
- The paper will be counted to the HERDC scheme of the year it was published (not necessarily the same year as it was presented)
- Whole copy of the paper
- Author’s affiliation
- A copy of the conference program or proceedings with publication details

### Other outputs
- Items must be published in some format (working papers, drafts and proofs are not accepted)
- Samples of the published item with the author’s name, title of the publication, and date.

**NB.** You may be asked to provide more information or evidence depending on the publication submitted.

For the evidence needed for the more unusual ERA output categories please see the *ERA 2015 – Draft ERA 2015 Submission Guidelines.*

### FOR & SEO Codes
When submitting publications for recording in ARIES, authors should also nominate a minimum of one 6-digit Field of Research code and one 6-digit Socio-Economic Objective code.

Authors can nominate up to three 6-digit FOR and three 6-digit SEO codes per publication at varying percentages up to 100%.

E.g.  
FOR 160104 Social and Cultural Anthropology (75%)  
FOR 160206 Private Policing and Security Services (25%)

SEO 940402 Crime Prevention (50%)  
SEO 950407 Social Ethics (50%)

If submitting publications for the first time, an ARIES profile will need to be created – please nominate one primary FOR code to associate with your profile.

### Publications in languages other than English
Authors who are submitting publications in a language other than English must also submit the following:
- English translations of the name of their chapter/article, and the journal/book in which it is published.
- A short English language abstract of the published work.

**Publication details can be submitted via email** ([christina.gee@anu.edu.au](mailto:christina.gee@anu.edu.au)) **or at the following website:** [http://chl.anu.edu.au/forms/publications_evidence.php](http://chl.anu.edu.au/forms/publications_evidence.php)