

Steps for JCR Inquiries – Take InCites JCR as an Example

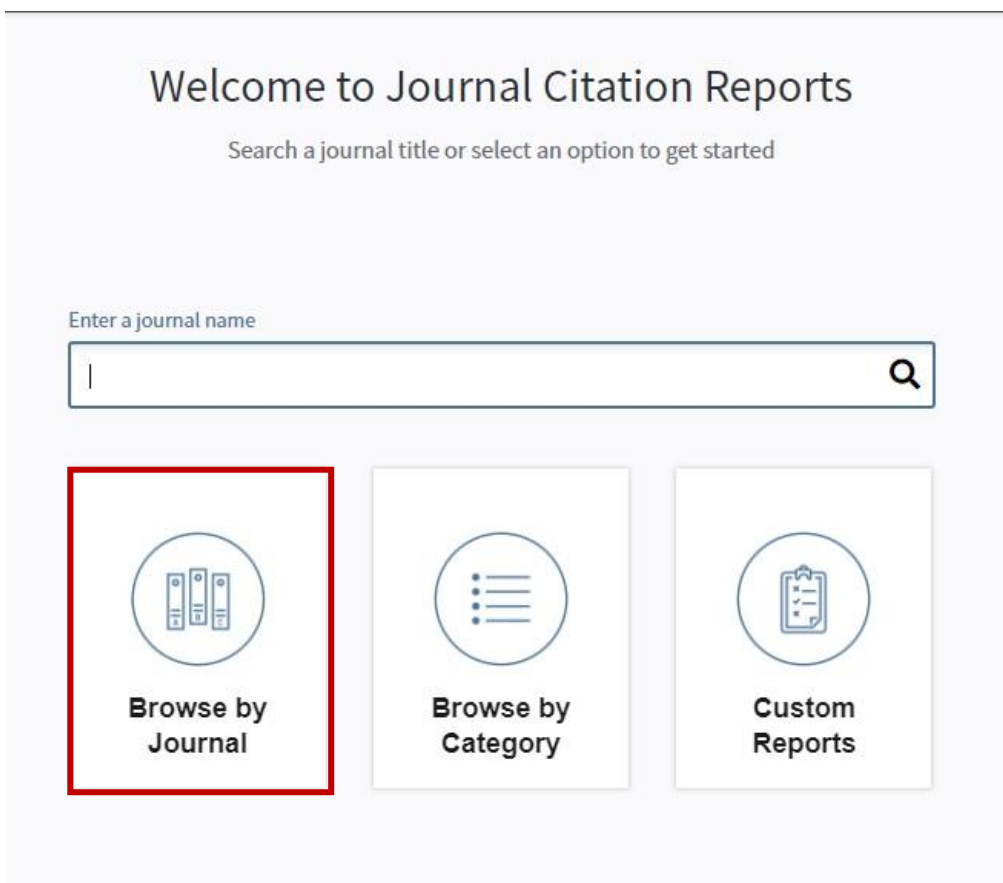
Step 1 : Log in the official website of NTNU Library from school domain

→ Resources (Database) → InCites JCR



The screenshot shows the NTNU Library website interface. At the top, there is a navigation bar with the university logo and the text "圖書館 Library". Below this, there are several tabs for navigation: "圖書館資源", "學科主題資源", "線上服務", "線上諮詢台", "使用圖書館", and "出版與藝文服務". A search bar is located at the top left, and a "查詢" button is next to it. The main content area is titled "電子資料庫總覽" (Electronic Database Overview) and includes a list of database categories such as "依學科類別", "依資料類別", "中文", "英文", "試用資料庫", and "2015年資料庫訂閱說明". There are also buttons for "校外連線說明", "CONCERT資料庫數位學習課程", and "線上申請資料庫密碼". A table of databases is displayed, with the "收藏" (Favorites) section highlighted. The table has columns for "資料庫名稱", "資料庫簡介", "連結方式", and "說明文件下載". The "收藏" section lists "JCR新平台 (InCites JCR)" with a detailed description of access methods and a link to the "2016 InCites_JCR新平台操作手冊.pdf" (2016 InCites_JCR New Platform Operation Manual.pdf).

Step2 : Click “Browse by Journal”.



The screenshot shows the "Welcome to Journal Citation Reports" page. The page has a clean, white background with a dark blue header. The main heading is "Welcome to Journal Citation Reports" in a large, dark blue font. Below the heading, there is a search bar with the placeholder text "Search a journal title or select an option to get started". The search bar is empty, and a magnifying glass icon is on the right side. Below the search bar, there are three large, light blue buttons with circular icons. The first button, "Browse by Journal", is highlighted with a red border and contains an icon of three books. The second button, "Browse by Category", contains an icon of a list. The third button, "Custom Reports", contains an icon of a clipboard. The text "Enter a journal name" is positioned above the search bar.

Step3 : Take Plos One as an example. Enter “Plos One” in the left column and search.

The screenshot shows the InCites Journal Citation Reports search results for 'Plos One'. The search bar on the left is highlighted with a red box. The main area displays a table of journal titles ranked by impact factor.

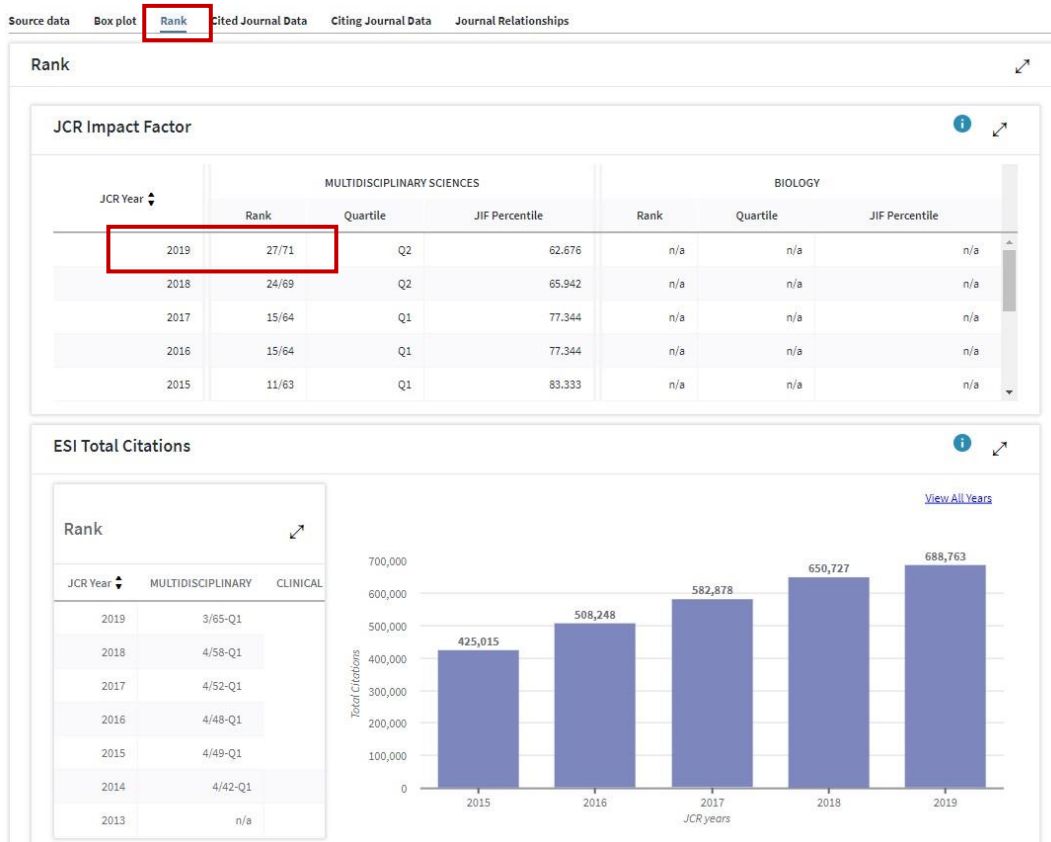
Select All	Rank	Full Journal Title	Total Cites	Journal Impact Factor	Eigenfactor Score
<input type="checkbox"/>	1	NATURE	627,846	38.138	1.44256
<input type="checkbox"/>	2	SCIENCE	568,210	34.661	1.15367
<input type="checkbox"/>	3	Nature Communications	75,139	11.329	0.47684
<input type="checkbox"/>	4	PROCEEDINGS OF THE NATIONAL ACADEMY OF SCIENCES OF THE UNITED STATES OF AMERICA	593,284	9.423	1.32197
<input type="checkbox"/>	5	National Science Review	239	8.000	0.00142
<input type="checkbox"/>	6	GigaScience	636	7.463	0.00431
<input type="checkbox"/>	7	Scientific Reports	46,918	5.228	0.20894
<input type="checkbox"/>	8	Annals of the New York Academy of Sciences	44,076	4.518	0.05264

Step4 : The journal profile shows. Click “All years”.

The screenshot shows the PLoS One journal profile page. The 'All Years' tab is selected and highlighted with a red box. Below it is a table titled 'Key Indicators - All Years' showing various metrics from 2013 to 2019.

Year	Total Cites	Journal Impact Factor	Impact Factor without Journal Self Cites	5 Year Impact Factor	Immediacy Index	Citable Items	% Articles in Citable Items	Average JIF Percentile
2019	688,763	2.740	2.650	3.226	0.499	11,244	97.31	62.676
2018	650,727	2.776	2.634	3.337	0.388	17,879	97.67	65.942
2017	582,878	2.766	2.600	3.352	0.405	20,328	97.99	77.344
2016	508,248	2.806	2.615	3.394	0.429	22,077	98.24	77.344
2015	425,015	3.057	2.775	3.535	0.396	28,114	99.13	83.333
2014	332,716	3.234	2.886	3.702	0.489	30,040	99.12	85.088
2013	226,708	3.534	3.054	4.015	0.416	31,496	99.15	86.364

Step5 : Scroll down to the bottom of the page. Click “Rank”, and the rank in each year shows. Take this journal as an example. In 2019, the JCR Impact Factor of multidisciplinary sciences is 27/71=38%. Please upload the PDF file of this page to Teacher Performance and Department Achievement Management System. (The percentage calculated shall be based on the year the paper was published.)



※In the event of any discrepancy between the English version and the original Chinese version, the Chinese version shall prevail.