



A move towards publishing in fully open access journals is being encouraged by the University of Reading's Open Research initiatives and by our [Open Access funding policies](#). These policies may indirectly affect journal-level metrics such as the percentage of publications in the top journal percentiles by SCImago Journal Ranking (SJR) for individuals, research groups and the organisation as a whole, but will increase the availability and discoverability of University of Reading research outputs. Being mindful of these policies, researchers should continue to consider a range of factors in determining the most suitable outlet for their publication, particularly where there may be concerns about the quality of some journals in the discipline.

The largest available databases that provide bibliometric data are biased towards research published in English. It is important to recognise this bias and to take this into account when assessing the research outputs of academics who publish in other languages and in journals that may be managed by smaller, locally significant publishers.

Bibliometric data used at the University of Reading will be predominantly obtained from the [Scopus](#) database using [SciVal](#) as an analytical tool. For research areas that are not well represented in Scopus, alternative metrics from [Google Scholar](#) etc may be provided. For all bibliometric data provided to staff at the University of Reading, the source of the data should be clearly stated.

All staff and students at University of Reading have access to [Scopus](#), [SciVal](#) and [Web of Science](#) and so are able to check the coverage of their publications and obtain relevant bibliometric data from these databases. Information and help is also available from the [Research Publications Adviser](#) on how to correct mistakes and omissions in these databases. The Research Theme/Research Division structures used to calculate metrics in SciVal are available to staff on [request](#). For all bibliometric data provided, the source and methods used for any additional analyses should be clearly stated.

Bibliometric databases do not provide comprehensive information across all subject areas or all output types. Whereas coverage of journal articles in STEM subjects may be almost complete, non-English language content and other output types such as books, book chapters and conference proceedings are often not as well represented in bibliographic databases. No data are likely to be available for outputs such as art exhibitions or performances. Differences in citation and publication practices between disciplines should also be recognised in any analyses based on bibliometric data. Where possible and appropriate, bibliometric indicators should be normalised and based on percentiles rather than averages.

Bibliometric indicators such as the h-index and citation counts are often affected by the career stage of a researcher, their discipline, their gender, their actual or perceived race or ethnicity, and their status in relation to their institution. Therefore, these indicators should be used in context,

