

## How to register a book

### Procedure:

- To register a book, choose “Research results/NVI” in the menu on the left, and then “Book”.
- Choose the appropriate sub category:

Main category	Sub-category
Book	<a href="#">Academic anthology</a> <a href="#">Academic monograph</a> <a href="#">Academic commentary</a> <a href="#">Encyclopaedia</a> <a href="#">Reference material</a> <a href="#">Popular scientific book</a> <a href="#">Textbook</a> <a href="#">Scientific book</a> <a href="#">Exhibition catalogue</a>

- Choose the role of the persons you wish to register. Note: if you choose to register an editor, you may not also register an author in the same registration. If the editor has written a chapter in an anthology, this will have to be registered separately (see page 1).
- Register the original language and the title (see above for the procedure).
- Register the publishing company. Type the name of the publisher and click on “Search”. Use the asterisk \* to truncate apostrophes and the &-symbol. Choose the correct publisher from the result list (drop down menu).

**Publication status:**

Publishing company: \* A search for publishing companies only gives results for companies registered with NSD. The list from NSD contains both publishers regarded as academic and publishers not regarded as academic. For other publishing companies and publishers, select “Register publisher manually”.

Taylor \* Francis

--- Select publishing company (1 results) ---

[Register publisher manually](#)

To nominate academic publishing channels, see [NSD's website](#)

- If you don't find the publisher when searching, you may register it manually. Click the button labelled “Register publisher manually”.
  - Note: if the publisher is considered to be scientific, and you register it manually rather than selecting it from the drop down list, the publication will not be registered as scientific, and you will not get publication points for it. Contact the super user at your institution if you need help finding the correct publisher.

- Register year of publication, ISBN, whether the publication is a revision, and the total number of pages.

Location:	<input type="text" value="Oslo"/>
Year of publication:	<input type="text" value="2013"/>
ISBN:*	<input type="text" value="1321457891"/>
Revised:*	<input checked="" type="radio"/> No <input type="radio"/> Yes (Is the work a revision of a previous edition?)
Total number of pages:*	<input type="text" value="200"/>

- If the book is part of a series, this must be registered. This is often indicated in the book with an ISSN-number or the name of the series.

If the book/report is part of a series, please indicate this here:

Title:

ISSN:

- When all the information is correctly registered, click on “Save”. You will then see the finished registration. If you spot an error – click on “Edit” and correct it.

<b>Category:</b>	Book - Academic anthology
<b>Person(s):</b>	<b>Editor,</b> <a href="#">Klausen, Mona Hide</a> <small>Current Research Information System In Norway - University of Oslo</small>
<b>Original title:</b>	Cristin user guides
<b>Original language:</b>	English
<b>Publishing company:</b>	
<b>Publisher:</b>	CRISTin Oslo
<b>ISBN:</b>	0000000000
<b>Year of publication:</b>	2013
<b>Number of pages:</b>	200
<b>Status:</b>	Published/Presented.
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