

方式一、导入第三方成果

• 操作方式：登录个人账号点击“管理”--“个人成果维护”使用【**添加成果**】，负责人自行通过第三方或手工录入方式导入成果



方式一、导入第三方成果—新增成果

- 通过【新增成果】功能跳转到“科研之友”系统收集导入第三方成果



方式一（续）、导入第三方成果—新增成果

- 通过在“科研之友”系统收集导入第三方成果后，点击【刷新】按钮，将科研之友检索导入的成果导入至“个人成果维护”

导入成果

输入成果标题等信息检索

ScholarMate | 科研之友

项目成员

王珊 (30)
SID 11207603

成果类别

期刊论文 (10)

专利 (20)

发表年份

2020 (1)

2019 (10)

其他 (19)

成果总数：30

刷新

新增成果

导入成果至个人库

标题 ↓ / 作者 / 信息来源 / 发表年份 ↓

第五步：点击【刷新】重新获取第三方新增加的成果

第六步：导入成果至个人成果维护库

注：已经导入到个人成果维护的成果，导入成果列表将不再显示

方式一（续）、导入第三方成果—检索成果

The screenshot shows the '导入成果' (Import Results) interface of ScholarMate. At the top, there is a search bar labeled '输入成果标题信息检索' (Enter result title information for search) and a magnifying glass icon. To the right of the search bar are buttons for '刷新' (Refresh), '新增成果' (Add Results), and '导入成果至个人库' (Import Results to Personal Library). The left sidebar contains filters for '项目成员' (Project Members) with '李东' (Li Dong) and 'SID 466189', '成果类别' (Result Categories) with '期刊论文' (16), '书/著作' (2), and '发表年份' (Publication Year) with '2018' (2), '2017' (3), '2016' (2), and '其他' (11). The main area displays a list of results, each with a checkbox, a document icon, and a title. Two green callout boxes provide instructions: the first points to the search bar with the text '第一步：输入成果标题信息检索成果' (Step 1: Enter result title information for search results), and the second points to the '导入成果至个人库' button with the text '第二步：点击【导入成果至个人库】到个人成果维护' (Step 2: Click [Import Results to Personal Library] to personal result maintenance).

导入成果

输入成果标题信息检索

ScholarMate | 科研之友

刷新 新增成果 导入成果至个人库

项目成员

李东
SID 466189

成果类别

期刊论文 (16)

书/著作 (2)

发表年份

2018 (2)

2017 (3)

2016 (2)

其他 (11)

成果总数：18

第一步：输入成果标题信息检索成果

第二步：点击【导入成果至个人库】到个人成果维护

方式二、手工录入个人成果

- 自行手动录入无法检索三方无法检索到的成果类型
- 手动录入时注意带“*”为必填项



The screenshot shows the '手工录入' (Manual Entry) form. It has a title bar '手工录入' and a '保存' (Save) button. The form is divided into sections for '基本信息 (*为必填项)' (Basic Information (*required)). The '类别' (Category) dropdown menu is open, showing a list of achievement types: '期刊论文' (Journal Paper), '会议论文' (Conference Paper), '学术专著' (Academic Monograph), '专利' (Patent), '会议报告' (Conference Report), '标准' (Standard), '软件著作权' (Software Copyright), '科研奖励' (Research Award), '人才培养' (Talent Cultivation), '举办或参加学术会议' (Organizing or attending academic conferences), '成果技术转移' (Achievement technology transfer), and '其他重要研究成果' (Other important research achievements). A purple callout box with white text points to the '类别' dropdown, stating: '第二步：手动录入新成果并保存' (Step 2: Manually enter new achievement and save). Other fields include '成果全文' (Full text of achievement), '标题' (Title), '摘要' (Abstract), '关键词' (Keywords), '语言' (Language), '期刊名称' (Journal Name), '状态' (Status) with radio buttons for '已发表' (Published) and '已接收' (Received), and '发表日期' (Publication Date) with a date picker.