

This guide shows how to capture the requirements for entering a Non Traditional Research Output (NTRO) in ResearchNow, and to be able to determine if the NTRO is ERA eligible.

## Process

1. Open *ResearchNow* in OKTA.



2. Top left hand corner select **Personal** and under **Research outputs** select **New** 







3. This will open the Research output *Choose submission* template, select the required Research output template, followed but the sub template, and select *Choose*.

Choose submission	-	1
Submission guide	Contribution to journal	💓 Software
Def. Barrowski output	Chapter in Book/Report/Conference proceeding	Film, Digital Media or Visual Outputs
Create from template	Contribution to specialist publication	Exhibition
Import from online source Import from file	Working paper/Preprint	M Theatre & Performance
Activity	Contribution to conference	Sound Composition
<b>Y</b> Prize	🚺 Non-textual form	🔰 🔰 Art & Design
Press/Media	M Patent	🚺 Other
age Application	U Other contribution	

- 4. Complete all mandatory fields within the template related to your Non traditional Research output, these are marked with a red asterix and consist of:
  - Publication statuses and dates
  - Original language
  - Title of the contribution in original language
  - Contributors
  - Managing Organisational unit
  - 2020 Fields of research
  - 2020 Socio-economic Objectives





**Research**Now

5. Under **Contributors** check the role next to your name, if this requires updating click on **Edit**.

Contributors *	(+,
2 Photographer	Edit
Internal person	_
College of Humanities, Arts and Social Sciences	
Organisational unit: College	
Add person Add organisational unit Add author collaboration	
Total number of authors	

6. Under *Role* select the appropriate role.



Note: additional roles have been added to the selection list



Non Traditional Research Outputs (NTROs)



7. Once you have completed the mandatory fields you will need to click *Flinders Publication Category.* 

FLINDERS PUBLICATION CATEGORY	
There are no associations	
Add Flinders Publication Category	

8. Select the appropriate Publication Category (this is required for your NTRO to be picked up for Excellence in Research for Australia (ERA) submission).

2	·
	N1CW Original Creative Works
•	N1CWE Curated or Produced Substantial Public Exhibitions and Events
•	N1L Live Performance of Creative Works
•	N1PORT Portfolio
•	N1RCW Recorded/Rendered Creative Works
•	N2CW Original Creative Works
•	N2CWE Curated or Produced Substantial Public Exhibitions and Events
•	N2L Live Performance of Creative Works
•	N2PORT Portfolio
•	N2RCW Recorded/Rendered Creative Works

Note: additional NTRO Publication Categories have been added to more accurately reflect ERA Eligibility





**Research**Now



10. Select required option as determined by the NTRO Committee.

	Add NTRO Type of output	
Q		
Major • Minor		
		Cancel

11. Add any Electronic versions or related links.





 If you are building a portfolio of wor,k go to *Relations* select + under *Research Output* and enter the Research Output ID or the title and click to select.

**Research**Now

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Research Output	5	
(+) diary dra	wings 📀	
1 - 10 /	12	
Diary Drawings , 2009 Research output: N	by more than the second s	^

13. Continue to add required Research outputs until you build your portfolio.



14. Once you have entered all information click **Save** at the bottom of the page and your Output will go to Library to Validate.

Status:	For validation	Save

