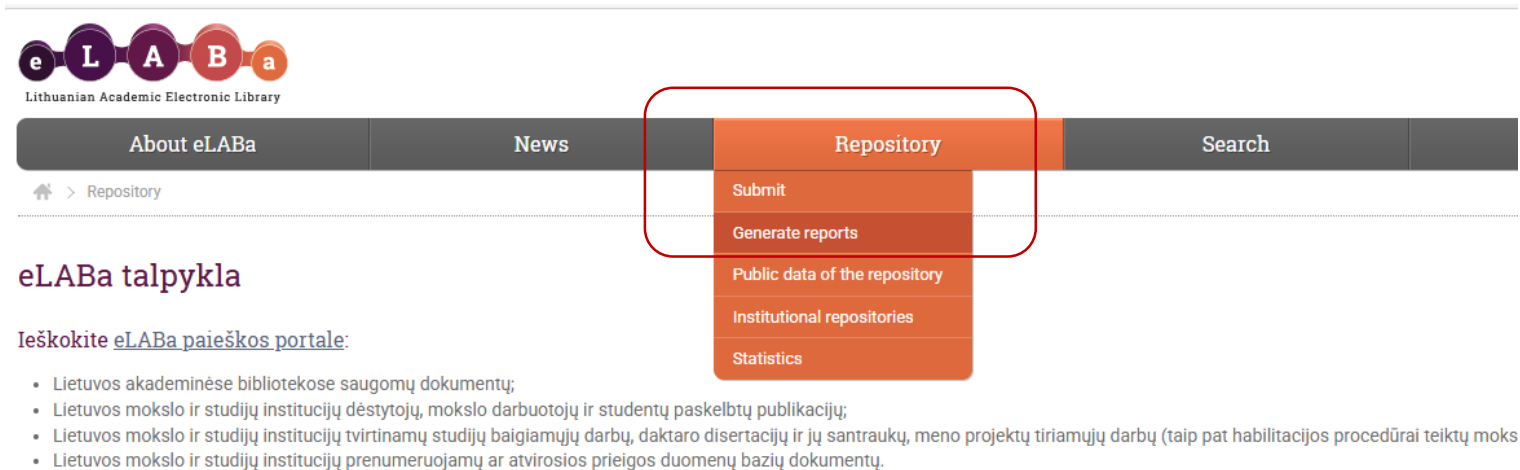


How to prepare the list of your publications

- 1. <https://www.elaba.lt> – Repository – Submit or Generate reports:



The screenshot shows the eLABa website interface. At the top left is the logo 'eLABa' with the text 'Lithuanian Academic Electronic Library' below it. A navigation bar contains 'About eLABa', 'News', 'Repository', and 'Search'. The 'Repository' menu is open, showing options: 'Submit', 'Generate reports', 'Public data of the repository', 'Institutional repositories', and 'Statistics'. Below the navigation bar, the page title is 'eLABa talpykla' and there is a section 'Ieškokite eLABa paieškos portale:' followed by a list of document types.

eLABa talpykla

Ieškokite [eLABa paieškos portale](#):

- Lietuvos akademinėse bibliotekose saugomų dokumentų;
- Lietuvos mokslo ir studijų institucijų dėstytojų, mokslo darbuotojų ir studentų paskelbtų publikacijų;
- Lietuvos mokslo ir studijų institucijų tvirtinamų studijų baigiamųjų darbų, daktaro disertacijų ir jų santraukų, meno projektų tiriamųjų darbų (taip pat habilitacijos procedūrai teiktų moks)
- Lietuvos mokslo ir studijų institucijų prenumeruojamų ar atvirosios prieigos duomenų bazių dokumentų.

2. Log in with your KTU single sign-on username and password. In the Menu on the left hand side, click **Reports** and **Select report**:

In the *KTU PDB Institutional Reports* list, select **chapter 2** (*Lists for attestations and competitions*):

- Reports **2g (NTMA)** or **2h (HS)** (a list of your publications with KTU affiliation only) - for the defense of the dissertation or KTU-organized competitions (doctoral students) and for attestations (for employees);
- Reports **2c (NTMA)** or **2d (HS)** (a list of your publications registered in all eLABa institutions) - for the participation in competitions outside of KTU (doctoral students and employees).

When selecting a report, choose it according to your research area: **NTMA** (Natural, Technological, Medical and Health, and Agricultural Sciences) or **HS** (Humanities, Social Sciences, and Arts).

- ▼ Documents
 - Document management
 - My documents
- ▼ Last actions
 - Previewed document records
 - Edited document records
 - Performed searches
 - Generated reports
- ▶ Classifiers
- ▶ Administration
- ▼ Others
 - My profile
 - Reports

Report **Select report**

Format

Select classifier

Title

Valid Yes No

| | | | |
|---|--|--|---------------------------------------|
| ▶ = ISM PDB institutional reports | | | |
| ▼ = KTU PDB institutional reports | | | |
| ▶ 1. Lists for subdivisions | | | |
| ▼ 2. Lists for attestations and competitions | | | |
| 2a. NTMA for the competition. A-327, 3 October 2023, LT | | | <input type="button" value="Select"/> |
| 2b. HS for the competition. A-327, 3 October 2023, LT | | | <input type="button" value="Select"/> |
| 2c. NTMA for the competition. A-327, 3 October 2023, EN | | | <input type="button" value="Select"/> |
| 2d. HS for the competition. A-327, 3 October 2023, EN | | | <input type="button" value="Select"/> |
| 2e. NTMA for the evaluation. A-238, 28 June 2022, LT | | | <input type="button" value="Select"/> |
| 2f. HS for the evaluation. A-238, 28 June 2022 LT | | | <input type="button" value="Select"/> |
| 2g. NTMA for the evaluation. A-238, 28 June 2022, EN | | | <input type="button" value="Select"/> |
| 2h. HS for the evaluation. A-238, 28 June 2022, EN | | | <input type="button" value="Select"/> |

3. Select criteria for your report. You can add one or several limitations for your report:

- **Report date** - enter the exact "*date from – date to*", if a specific period is required. If you want all your publications to be included, you can leave the fields blank.
- **Period type** – always select "*By exact publication date*".

Report **2g. NTMA for the evaluation. A-238, 28 June 2022, EN**

Filtering criteria

Report date *

2026-03-17

Use the classifier values valid for the report date

Use the latest classifier values

Date from

2022-09-01

Data to

2025-06-30

Period type

By exact publication date

- **Publication types** – you can include certain types of publications in the list by selecting them from the classifier, e.g., only *Web of Science* articles (S1), patents (N), books, etc.

| Document type | PDB | |
|-------------------|---|---|
| | Code | Title |
| Publication types | P1a | Article in conference proceedings Web of Science DB |
| | <input type="button" value="+ Add publication type"/>  | |

- **Research fields** – you can include only publications assigned to one or several research fields, e.g., *T 001* and *T 010*.

Publication types + Add publication type

| Code | Title | Type |
|-------|---------------------------------------|----------------------|
| T 001 | Electrical and electronic engineering | Scientific direction |

Research fields + Add field of science / art

You can **prepare the list in several formats**.

You can choose the **citation style** for the bibliographic description: *ISO* or *APA*. The default style is the *International Standard Bibliographic Description (ISBD)*.

Format PDF

Document format type PDF

Generate Send

Format PDF

Document format type ISBD

Generate Send

After selecting all the desired criteria, click the **Generate** button.

