

Name

Job Title

\* Institution

Email Address

Telephone Number

1. Please give a very brief overview of the process used within your institution to provide the information required for the bibliometric pilot of the Research Excellence Framework (REF). Please indicate which processes were managed at a departmental level and which were managed centrally

\* 2. When collating the information required for the REF bibliometric pilot, did your institution develop or acquire new IT systems to support the process?

Yes

No

### 3. If Yes...

a. Please outline the nature of the system

b. What was the technology used?

c. To what degree was the system an addition to existing RAE and Research Management systems and to what degree was it a new standalone/replacement?

### 3. If Yes... (Continued)

d. Was this system able to successfully produce the outputs required for the pilot?

Yes

No

If 'Yes', how was this achieved?

If 'No', how were the outputs produced?

e. Was this solution simply to meet the demands of the pilot or is it a longer term system?

### 3. If No...

a. Did you use an existing system?

Yes

No

b. Was this system developed specifically to support the 2008 RAE or is it a generalised Research management system?

c. Was this system sufficient to meet the requirements of the pilot or did it require either modification or additional external procedures to be developed in order to produce a full data set?

4. When collating the information required for the bibliometric pilot, did your institution need to significantly amend any of its information gathering processes?

Yes

No

a. Please give details of changed processes

b. How great was the impact of the changed processes on your institution?

5. Did meeting the requirements of the bibliometric pilot require more or less resource than you expected?

More

Less

About as expected

Can you quantify the institutional resource expended in meeting the REF pilot requirements (in person days)?

6. What are the medium to long term plans for supporting the bibliometric aspect of the REF? In particular do you expect the systems developed specifically to support the Research Assessment Exercise (RAE) will have to be either modified or replaced?

7. Does your institution have any plans to implement systems to enable you to carry out your own citation analysis?

Yes

No

If YES briefly outline your plans and timescales