Adding Press/Media to Pure
Activity Template: Press/Media

Press/Media types Covered:
- Research, Teaching, Other, and Articles in ‘The Conversation’

Information Required:

The type of press/media is displayed at the top of the template. Use the drop-down selection to change the type if required.

Add the title of the press/media content.

Use the main description box to describe the overall coverage or contribution. You can use this box to provide details about your role, the press/media content and any outcomes, or you can add a short abstract of the press/media content. If press or media attention you reference is in a language other than English, the main description box can be used to provide a short translation of the media content. (see Example A, at the end of this guide)

Click the ‘add media contribution or media coverage’ button to add more details about the press/media activity, set the involved people, and add links to the media coverage.

Select either media contribution (if you provided the content), or Media coverage (if the article was about your research, teaching etc.).
Enter a title for the media contribution/coverage, (e.g. a news headline used on a website)

Enter a description or abstract of the media contribution/coverage. Where the records visibility is set to public this description will be displayed on the research portal, the description should be short but informative, approximately two to three sentences and should be different to the content provided in the main description.

- If the content is in a language other than English, you can provide the content in its original language in this section. (see Example A, at the end of this guide)
- Where there are multiple media contributions which all cover the same content, you should enter a full description in the main description box and leave these description boxes blank (see Example B, at the end of this guide)

Your name and role will be prepopulated. If the press/media content involved other colleagues (internal or external), click add person to add their details.

If their name is not found in the person search you can use the create external person button to add their details. Click create to add the person to the record.

Add the date of the press/media coverage.

- The press/media template allows multiple press articles or media mentions to be referenced (e.g.
where several press outlets have covered the same story), so the date entered is specific to one article or media mention.

Add the URL or link to the coverage (due to copyright restrictions it is not possible to upload documents or scans of print only news coverage).

Add the name of the Media outlet (e.g. Associated Press, BBC, Reuters, etc.)
Select the media type (e.g. Print, TV, Web, etc.)
Select the degree of recognition (e.g. Local, National, etc.)

Select the country where the press/media content originated, this will be set to UK as default; use the drop down to change this to the appropriate country.

Enter the name of the journalist or author of the press/media coverage

Where relevant enter the duration (e.g. for a radio or television broadcast this may be a few minutes or even several hours’ worth of coverage)

Click on ‘create’ to add this reference to the press/media record

The media coverage will then appear on the record. Where the media coverage is reported by several sources you can add more references by clicking on ‘add media contribution or media coverage’ and repeating the steps above.
The persons and affiliations are set by the information added in the media coverage section.

The press/media managed by is set by the information added in the media coverage section, you can click on change organisational unit if you wish to change the managing organisation.

The period information is set by the details added in the media coverage section.

Keywords are not mandatory; however, you can add them to increase discoverability of the record.

If your media coverage was linked to an event (e.g. conferences, festivals, workshops, etc.) you can connect the event to the record by clicking add event. If the event is not already in Pure, use the create new button to add the relevant details.

Relations to other content in Pure can be added as necessary, the most common relation is to research.
outputs. Click the icon under the relevant content type to search for and connect items to the press/media record.

Visibility

- Public - No restriction

If you would like the information to be available on the research portal, make sure you select Public- no restriction option in the visibility section, otherwise mark the record as ‘Backend - restricted to Pure users’, or ‘Confidential - restricted to associated users and editors’.

Finally, remember to save your entry. Once saved, your entry will appear in your Pure profile as “For approval”. Once your entry has been checked and approved, any public records will appear in the research portal.

Example A:

**App urchd-ionnsachaidh na Gàidhlig**

MORAY JAMES WATSON

Gaelic

Press/Media: Research

**Description**

Positive reaction to the Gleskita project

A new resource for Gaelic learners was launched by the University of Aberdeen’s Department of Gaelic. It’s an App that speaks the beautiful Gaelic of Alex Macdonald, or Alex Vattay as he is better known, speaking a number of sentences to allow people to get the taste of Gaelic right, by listening and then speaking the sentences, over and over again.

**Perio**

14 Feb 2018

**Media contributions**

<table>
<thead>
<tr>
<th>Title</th>
<th>Degree of recognition</th>
<th>Media name/outlet</th>
<th>Media type</th>
<th>Country</th>
<th>Date</th>
<th>Description</th>
</tr>
</thead>
</table>
| App urchd-ionnsachaidh na Gàidhlig | National | BBC | Web | United Kingdom | 14/02/18 | Chaidh goireas uairson urchd-ionnsachaidh na Gàidhlig a chur air bhog le Reinn na Gàidhlig aig Orlaigh Òsba Dheasain.

’S e App a tho ann leis an cluinnmar a Gàidhlig bhinneig Aileig Dòmhnallach, no Aileig Bhaltos mar a deaf a dhàimhnicheir e, agus a’ lhabhant dhuine shiantanaig gu ceithir a thoirt do dhealain am bheur neach dhàimhnicheir a’ bhi sote air a dh’fhàthann air a’chrannt aca, le bhiobh a’ lhabhant a’ lhabhant mar a shiantanaig, uair le lhas eile. 
Example B:

First Minister meets organisers of world peace concert for Armistice

NEIL DOUGLAS RODERICK MCLENNAN

Description

Musicians from around the world will join together to simultaneously play a piece of music to remember the First World War in a project entitled Play For Peace. The new piece of music is dedicated to peace on Armistice Day, on the 100th anniversary of the end of the conflict.

Musicians from Shetland to South Africa and the US to Ypres have committed to play in the global event, which is being shared on social media with the hashtag #Play4Peace.

The main event will be at the site of a former hospital which treated First World War poet Wilfred Owen.

Period

31 Oct 2018

Media coverage

<table>
<thead>
<tr>
<th>Title</th>
<th>Getty: First Minister backs #Play4Peace Concert</th>
</tr>
</thead>
<tbody>
<tr>
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</table>

<table>
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<tr>
<th>Title</th>
<th>AOL News: First Minister meets organisers of world peace concert for Armistice</th>
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<tbody>
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