Changes to The REF 2021 Module

Current users of the REF Module will be used to seeing several summary screens when looking at staff and publication data.

The old summary screens are shown below

Example Summary of REF1 (Staff)

Example summary of REF2 (Publications)

In the New Version of Pure these screens have been removed. This removal is temporary while the suppliers of Pure work to provide fully exportable summary screens with enhanced reporting capabilities.
New Screens for REF 1 (Staff)

For REF1 a/c (Staff) the new landing page is an editable list view with the option to switch to a summary view.

Near the top of the screen on the right-hand side you should see the word views and two boxes one with a single column of horizontal lines (the list view) and one with two columns of vertical lines (the table view or summary)

The List view will give you a list of all staff in the unit of assessment that you have permission to view

An example is below

If you switch to the table view this will display a summary screen with information on Person, Unit of Assessment, Research Groups, Staff Category, FTE, Number of outputs in the REF period, Number of Publications proposed for REF, the workflow status and the School or department affiliations

Use any Column heading that is underlined to sort the list by that heading. Click the header again to sort by reverse order.
There is also a settings button which allows you to add or remove categories from the summary.

The system will remember your settings so if you were on the summary screen when you log out of pure it will continue to show the summary screen when you next log in. Use the views to toggle between the list and summary options.

New Screens for REF 2 (Publications)

For REF2 (Publications) the new landing page (from the left-hand menu) is an Open Access tracking screen. For this reason, we recommend the use of the top navigation bar so that you can quickly and easily move to the editable screens. Look for a downward facing arrow next to the tab for the REF2021 module. Clicking on this arrow will bring up the full selection of options in the REF module that you have access to.

Selecting the editable option from the REF2 Publications selection will take you to an editable list of publications, the list will only display publications that you have access to.

An example is below.
As with the staff list, near the top of the screen on the right-hand side, there are two boxes, one with a single column of horizontal lines (the list view) and one with two columns of vertical lines (the table view or summary).

Switching to the Table (Summary view) will provide a summary screen showing the publications proposed to REF, unit of assessment, year of publication, REF Open Access Compliance Status, REF exceptions, staff who are associated with the publication, the overall predicated grade, the REF workflow status, and the schools or departments that the publications are associated with.

An example is below

<table>
<thead>
<tr>
<th>REF2 (by unit of assessment)</th>
<th>Unit of Assessment</th>
<th>Year</th>
<th>REF OA compliance status</th>
<th>REF OA exception</th>
<th>Associated REFs</th>
<th>Associated grade</th>
<th>REF workflow status</th>
<th>Managing organisation</th>
</tr>
</thead>
<tbody>
<tr>
<td>[Example Table]</td>
<td>[Example Unit]</td>
<td>2016</td>
<td>[Example Status]</td>
<td>[Example Exception]</td>
<td>[Example Ref]</td>
<td>[Example Grade]</td>
<td>[Example Workflow]</td>
<td>[Example Organisation]</td>
</tr>
</tbody>
</table>

Use the first column ‘REF2 (by...’ to sort the summary screen in various ways, e.g. by title, by Publication year, or by unit of Assessment.

You can also drag and drop the columns to customise the summary screens.
To add or remove columns use the settings button

The system will remember your settings so if you were on the summary screen when you log out of pure it will continue to show the summary screen when you next log in. Use the views to toggle between the list and summary options.

If you have any queries on the use of these summary screens please email n.strong@abdn.ac.uk