

J-STAGE 操作マニュアル

COUNTER 利用者向け

<第 1.30 版>

平成 29 年 9 月


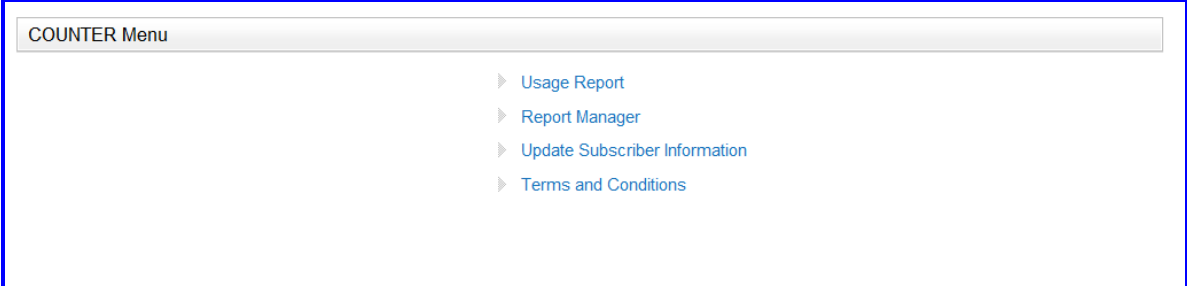
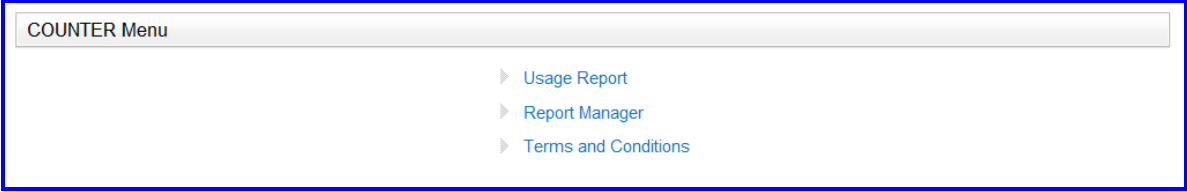
国立研究開発法人科学技術振興機構

変更履歴

| No. | 版 | 日付 | 区分 | 変更内容 | 変更箇所 |
|-----|------|------------|----|----------------------------|--|
| 1 | 1.00 | 2012/3/31 | 新規 | 初版作成 | |
| 2 | 1.10 | 2013/12/3 | 修正 | COUNTER R4 対応に伴い、画面イメージを変更 | 3. COUNTER レポートダウンロード (JST、コンソーシアム、購読機関) |
| 3 | 1.20 | 2015/11/20 | 修正 | 画面イメージを変更 | 4. 購読誌管理 (JST、コンソーシアム、購読機関) |
| 4 | 1.30 | 2017/9/25 | 修正 | 画面イメージを変更 | 6. 利用規約 |

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1. COUNTER サインイン

| | |
|--|--|
|  | <p>インターネットにアクセス可能な環境にて、Web ブラウザで以下の URL を入力します。 http://www.jstage.jst.go.jp/FF01S030Init</p> <p>Counter Sign-In 画面が表示されましたら、事前にご登録いただいているユーザ ID、パスワードを 入力 し [Sign-In] ボタンをクリックします。</p> <p>5 回連続してログインに失敗するとパスワードロックがかかり、6 回目以降に正しいユーザ ID、パスワードを指定してもシステムにログイン出来なくなります。 パスワードロックを解除する場合、センターへ連絡してください。</p> |
| <p>購読機関</p>  <p>コンソーシアム</p>  | <p>購読機関の場合とコンソーシアムの場合で表示されるメニューが異なります。</p> |

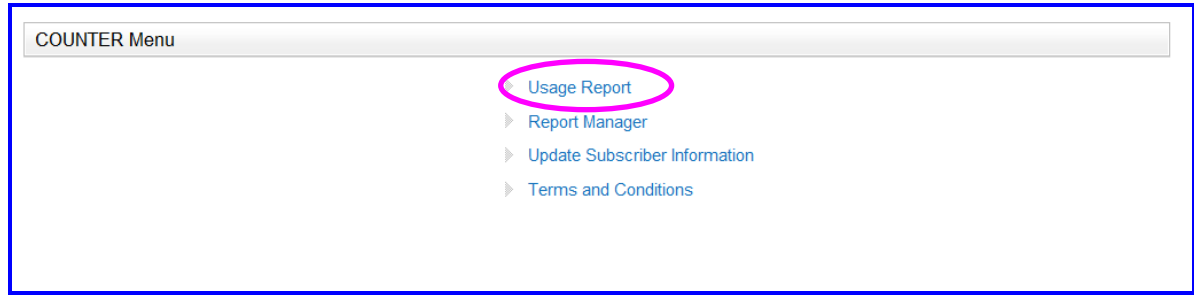
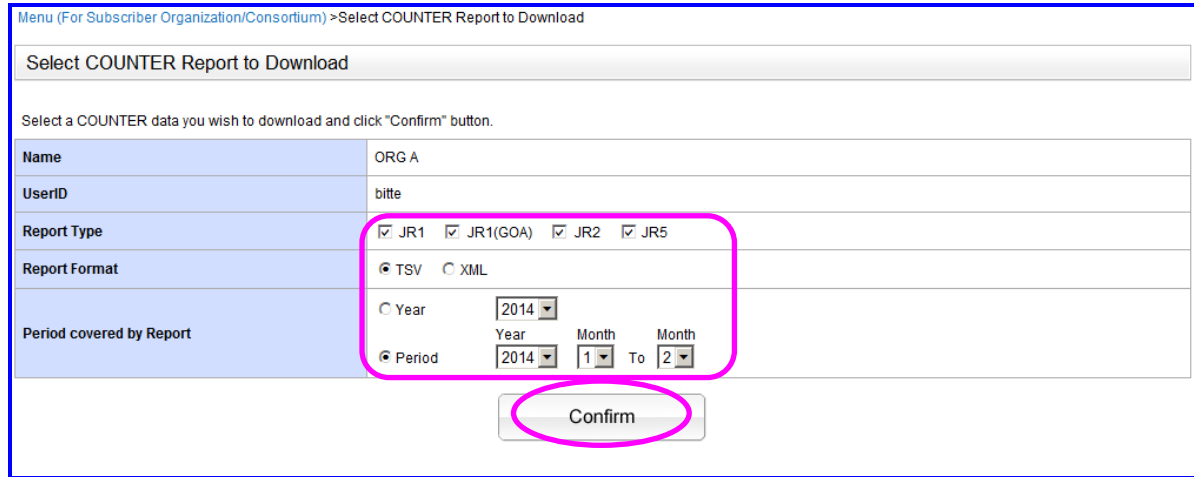
2. 購読機関登録

Counter Sign-In画面で [Register] ボタンをクリックします。

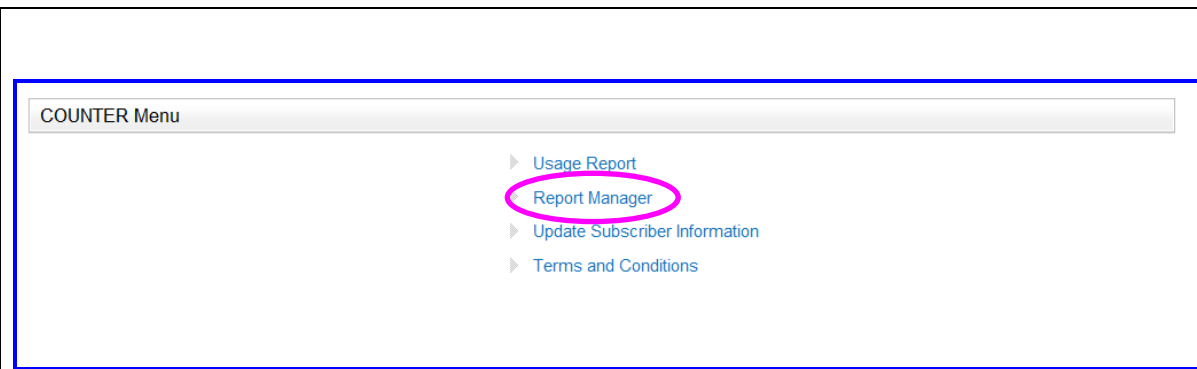
購読機関情報登録・編集画面にて、必要事項を 入力 し、[Register] ボタンをクリックします。

「Subscription organization is registered. Is it All right?」ダイアログが表示されますので [OK] ボタンをクリックします。

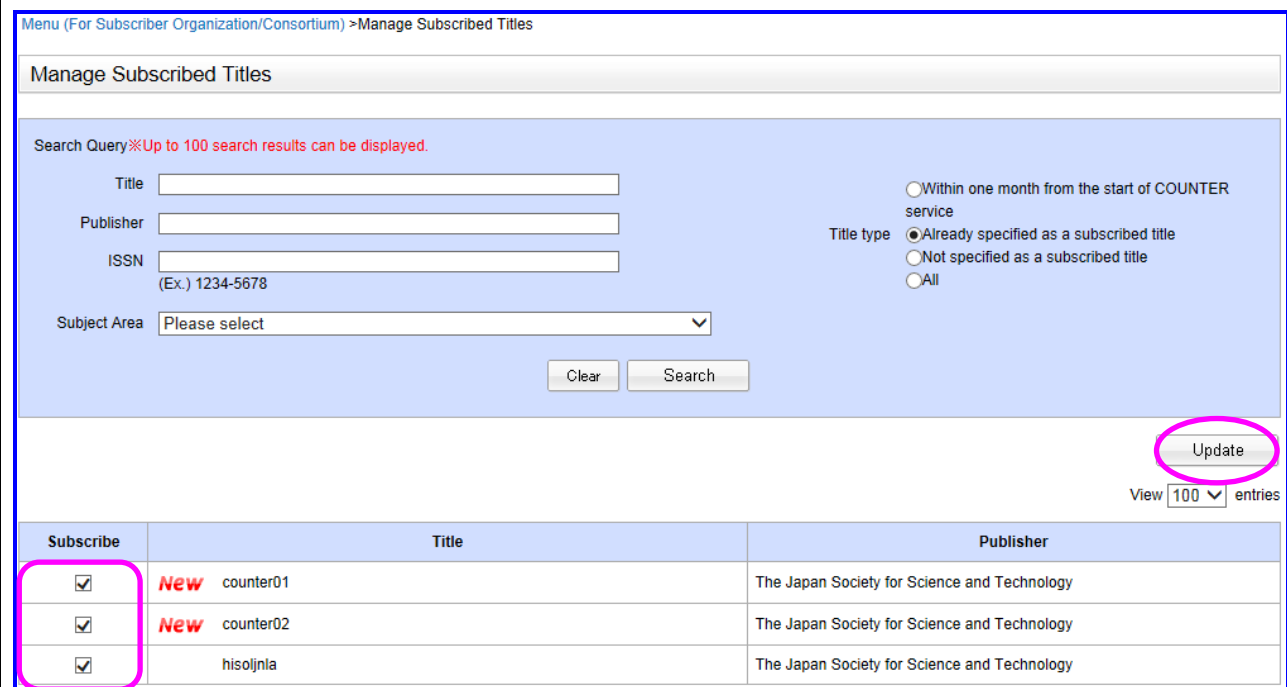
3. COUNTER レポートダウンロード (JST、コンソーシアム、購読機関)

| | | | | | | | | | | | | | |
|--|---|-------|---------|-------|-------------|--|---------------|--|--------------------------|----------------------------------|--|---|---|
|  <p>COUNTER Menu</p> <ul style="list-style-type: none"> Usage Report Report Manager Update Subscriber Information Terms and Conditions | <p>COUNTER Menu 画面にて、[Usage Report] リンクをクリックします。</p> | | | | | | | | | | | | |
|  <p>Menu (For Subscriber Organization/Consortium) > Select COUNTER Report to Download</p> <p>Select COUNTER Report to Download</p> <p>Select a COUNTER data you wish to download and click "Confirm" button.</p> <table border="1"> <tr> <td>Name</td> <td>ORG A</td> </tr> <tr> <td>UserID</td> <td>bitte</td> </tr> <tr> <td>Report Type</td> <td><input checked="" type="checkbox"/> JR1 <input checked="" type="checkbox"/> JR1(GOA) <input checked="" type="checkbox"/> JR2 <input checked="" type="checkbox"/> JR5</td> </tr> <tr> <td>Report Format</td> <td><input checked="" type="radio"/> TSV <input type="radio"/> XML</td> </tr> <tr> <td rowspan="2">Period covered by Report</td> <td><input type="radio"/> Year: 2014</td> </tr> <tr> <td><input checked="" type="radio"/> Period: 2014 Year Month To Month 2014 1 To 2</td> </tr> </table> <p>Confirm</p> | Name | ORG A | UserID | bitte | Report Type | <input checked="" type="checkbox"/> JR1 <input checked="" type="checkbox"/> JR1(GOA) <input checked="" type="checkbox"/> JR2 <input checked="" type="checkbox"/> JR5 | Report Format | <input checked="" type="radio"/> TSV <input type="radio"/> XML | Period covered by Report | <input type="radio"/> Year: 2014 | <input checked="" type="radio"/> Period: 2014 Year Month To Month 2014 1 To 2 | <p>COUNTER レポートダウンロード対象選択画面にて、必要事項を 入力 し、[Confirm] ボタンをクリックします。</p> | |
| Name | ORG A | | | | | | | | | | | | |
| UserID | bitte | | | | | | | | | | | | |
| Report Type | <input checked="" type="checkbox"/> JR1 <input checked="" type="checkbox"/> JR1(GOA) <input checked="" type="checkbox"/> JR2 <input checked="" type="checkbox"/> JR5 | | | | | | | | | | | | |
| Report Format | <input checked="" type="radio"/> TSV <input type="radio"/> XML | | | | | | | | | | | | |
| Period covered by Report | <input type="radio"/> Year: 2014 | | | | | | | | | | | | |
| | <input checked="" type="radio"/> Period: 2014 Year Month To Month 2014 1 To 2 | | | | | | | | | | | | |
|  <p>Menu (For Subscriber Organization/Consortium) > Confirm COUNTER Report to Download</p> <p>Confirm COUNTER Report to Download</p> <table border="1"> <tr> <td>Name</td> <td>ORG A</td> </tr> <tr> <td>User ID</td> <td>bitte</td> </tr> <tr> <td>Report Type</td> <td>JR1, JR1(GOA), JR2</td> </tr> <tr> <td>Report Format</td> <td>TSV</td> </tr> <tr> <td>Period covered by Report</td> <td>2014 1 To 2</td> </tr> <tr> <td>File Name</td> <td>001201310245008602_201401start_201402end_counter.zip - 001201310245008602_201401start_201402end_counter_jr1.bt - 001201310245008602_201401start_201402end_counter_jr1goa.bt - 001201310245008602_201401start_201402end_counter_jr2.bt</td> </tr> </table> <p>Back</p> <p>Download</p> | Name | ORG A | User ID | bitte | Report Type | JR1, JR1(GOA), JR2 | Report Format | TSV | Period covered by Report | 2014 1 To 2 | File Name | 001201310245008602_201401start_201402end_counter.zip - 001201310245008602_201401start_201402end_counter_jr1.bt - 001201310245008602_201401start_201402end_counter_jr1goa.bt - 001201310245008602_201401start_201402end_counter_jr2.bt | <p>COUNTER レポートダウンロード確認画面にて、表示内容を 確認 し、[Download] ボタンをクリックします。ダウンロードダイアログが出力されますので、ダウンロード処理を実行してください。</p> |
| Name | ORG A | | | | | | | | | | | | |
| User ID | bitte | | | | | | | | | | | | |
| Report Type | JR1, JR1(GOA), JR2 | | | | | | | | | | | | |
| Report Format | TSV | | | | | | | | | | | | |
| Period covered by Report | 2014 1 To 2 | | | | | | | | | | | | |
| File Name | 001201310245008602_201401start_201402end_counter.zip - 001201310245008602_201401start_201402end_counter_jr1.bt - 001201310245008602_201401start_201402end_counter_jr1goa.bt - 001201310245008602_201401start_201402end_counter_jr2.bt | | | | | | | | | | | | |

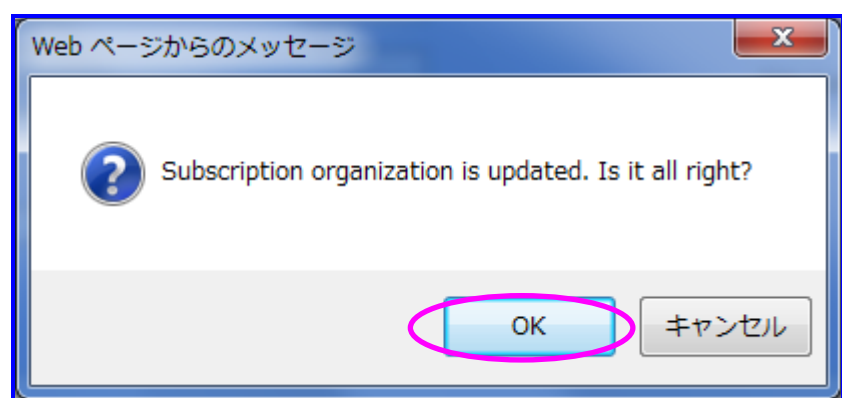
4. 購読誌管理（JST、コンソーシアム、購読機関）



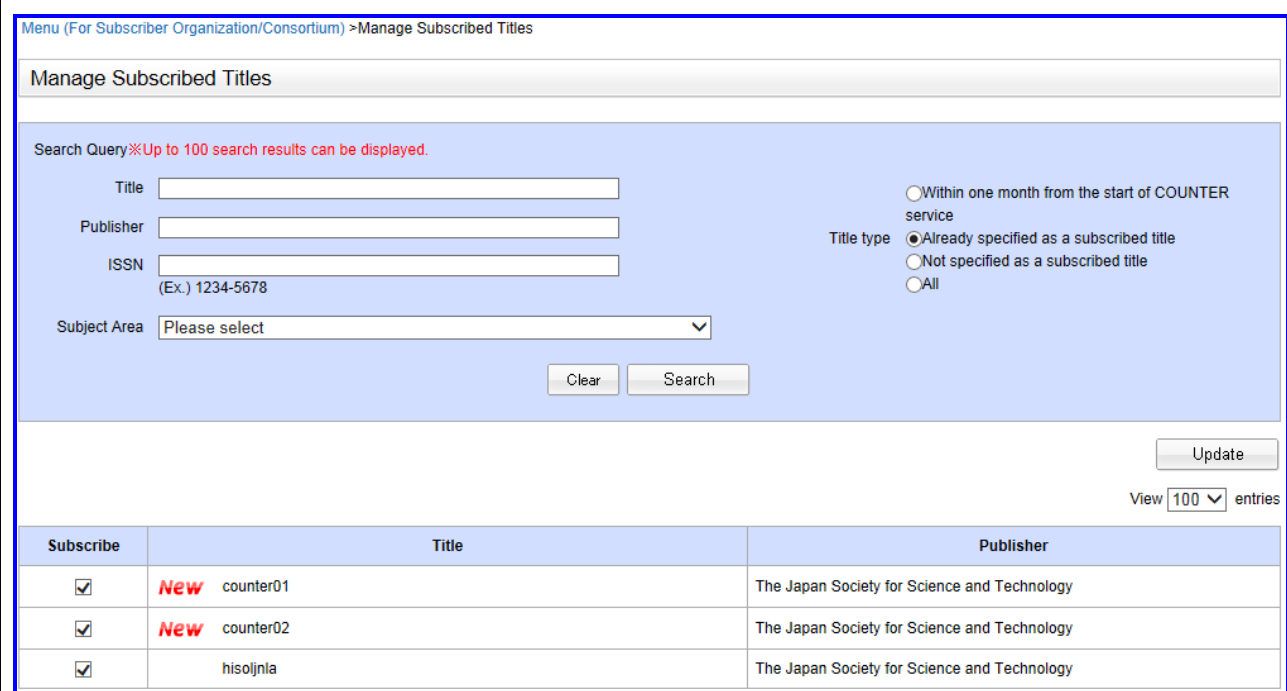
COUNTER Menu 画面にて、**[Report Manager]** リンクをクリックします。



購読誌管理画面にて、購読誌設定する資料を**選択**し、**[Update]** ボタンをクリックします。

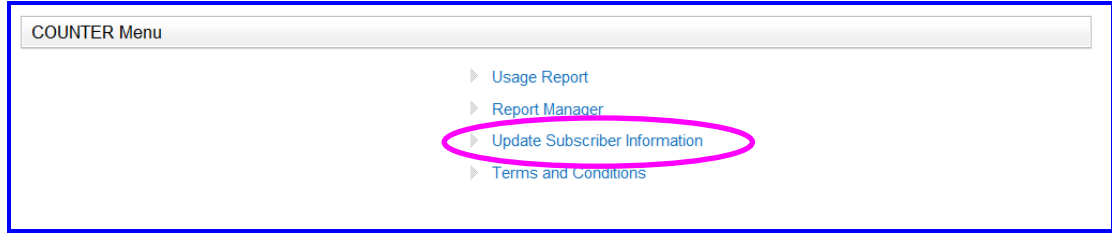
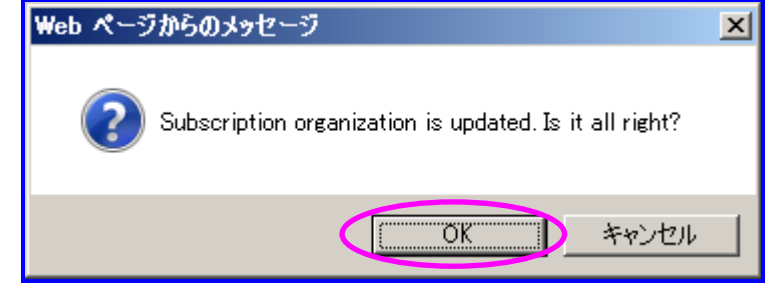


「Subscription organization is update. Is it All right?」ダイアログが表示されますので **[OK]** ボタンをクリックします。



購読誌の設定処理が完了します。

5. 購読機関情報管理（購読機関）

| | |
|---|--|
|  | <p>COUNTER Menu 画面にて、 [Update Subscriber Information] リンク をクリックします。</p> |
|  | <p>購読機関情報登録・編集画面にて、必要事項 を 入力 し、[Update] ボタンをクリック します。</p> |
|  | <p>「Subscription organization is update. Is it All right?」ダイアログが表示される ので [OK] ボタンをクリックします。</p> |

Register/Edit Subscriber Organization Information

Please enter the following items.

Sign-in Information

| | |
|-----------------------------|--|
| loginID (Required) | <input type="text" value="stisu"/> |
| Password | <input type="password"/> <small>*A password consisting of at least 10 characters is recommended. *A combination of alphanumeric characters, or a combination of alphanumeric characters and symbols is recommended.</small> |
| Password (for confirmation) | <input type="password"/> |

Subscriber Information

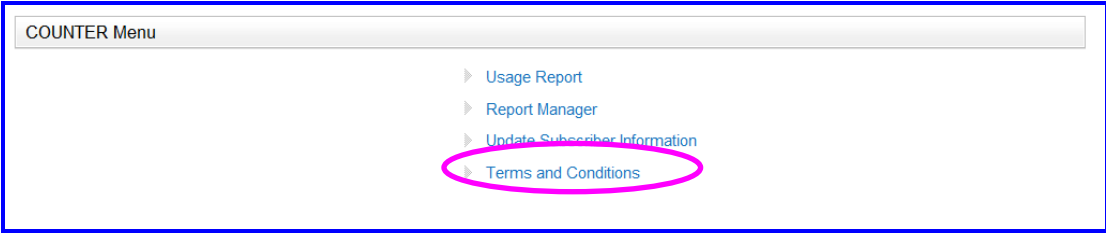
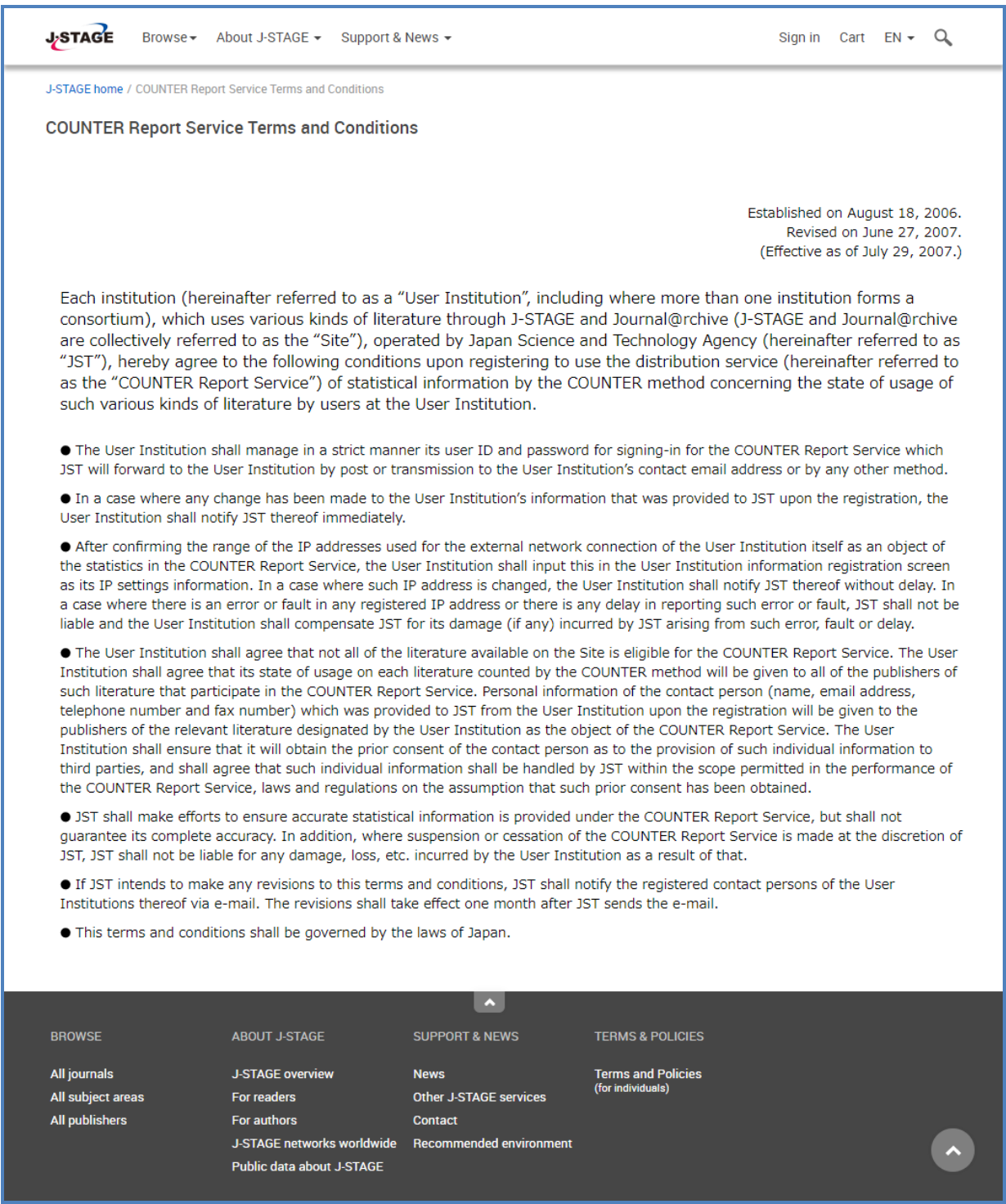
| | | |
|------------------------------|---|--|
| Organization Name (Required) | <input type="text" value="STISU"/> | |
| Address (Required) | <input type="text" value="5-1, Yonbancho, Chiyoda-ku, Tokyo 102-8666 Japan"/> | |
| Country (Required) | <input type="text" value="Japan"/> | |
| Contact | Name (Required) | <input type="text" value="Hanako Gijyutsu"/> |
| | E-mail address(Required) | <input type="text" value="gijyutsu.hanako@XX.jp"/> |
| | E-mail address(for confirmation) (Required) | <input type="text" value="gijyutsu.hanako@XX.jp"/> |
| | Phone (Ex.) +81-3-1234-5678 (Required) | <input type="text" value="+81-0-0000-0000"/> |
| | Fax (Ex.) +81-3-1234-5678 | <input type="text"/> |

Subscriber IP Settings

| | |
|---|--|
| IP Address (Required) (example(s)) 100.10.0.1 100.10.0.* 100.10.0.0/24 100.10.0.1-100.10.0.255 | <input type="text" value="255.255.255.000-255.255.255.255"/> |
|---|--|

購読機関の更新処理が完了します。

6. 利用規約

| | | | | | |
|--|--|--|--|--|---------------------------------------|
|  <p>COUNTER Menu</p> <ul style="list-style-type: none"> ▶ Usage Report ▶ Report Manager ▶ Update Subscriber Information ▶ Terms and Conditions | <p>COUNTER Menu画面にて、 [Terms and Conditions] リンクをクリックします。</p> | | | | |
|  <p>J-STAGE home / COUNTER Report Service Terms and Conditions</p> <h3>COUNTER Report Service Terms and Conditions</h3> <p style="text-align: right;">Established on August 18, 2006. Revised on June 27, 2007. (Effective as of July 29, 2007.)</p> <p>Each institution (hereinafter referred to as a “User Institution”, including where more than one institution forms a consortium), which uses various kinds of literature through J-STAGE and Journal@rchive (J-STAGE and Journal@rchive are collectively referred to as the “Site”), operated by Japan Science and Technology Agency (hereinafter referred to as “JST”), hereby agree to the following conditions upon registering to use the distribution service (hereinafter referred to as the “COUNTER Report Service”) of statistical information by the COUNTER method concerning the state of usage of such various kinds of literature by users at the User Institution.</p> <ul style="list-style-type: none"> ● The User Institution shall manage in a strict manner its user ID and password for signing-in for the COUNTER Report Service which JST will forward to the User Institution by post or transmission to the User Institution’s contact email address or by any other method. ● In a case where any change has been made to the User Institution’s information that was provided to JST upon the registration, the User Institution shall notify JST thereof immediately. ● After confirming the range of the IP addresses used for the external network connection of the User Institution itself as an object of the statistics in the COUNTER Report Service, the User Institution shall input this in the User Institution information registration screen as its IP settings information. In a case where such IP address is changed, the User Institution shall notify JST thereof without delay. In a case where there is an error or fault in any registered IP address or there is any delay in reporting such error or fault, JST shall not be liable and the User Institution shall compensate JST for its damage (if any) incurred by JST arising from such error, fault or delay. ● The User Institution shall agree that not all of the literature available on the Site is eligible for the COUNTER Report Service. The User Institution shall agree that its state of usage on each literature counted by the COUNTER method will be given to all of the publishers of such literature that participate in the COUNTER Report Service. Personal information of the contact person (name, email address, telephone number and fax number) which was provided to JST from the User Institution upon the registration will be given to the publishers of the relevant literature designated by the User Institution as the object of the COUNTER Report Service. The User Institution shall ensure that it will obtain the prior consent of the contact person as to the provision of such individual information to third parties, and shall agree that such individual information shall be handled by JST within the scope permitted in the performance of the COUNTER Report Service, laws and regulations on the assumption that such prior consent has been obtained. ● JST shall make efforts to ensure accurate statistical information is provided under the COUNTER Report Service, but shall not guarantee its complete accuracy. In addition, where suspension or cessation of the COUNTER Report Service is made at the discretion of JST, JST shall not be liable for any damage, loss, etc. incurred by the User Institution as a result of that. ● If JST intends to make any revisions to this terms and conditions, JST shall notify the registered contact persons of the User Institutions thereof via e-mail. The revisions shall take effect one month after JST sends the e-mail. ● This terms and conditions shall be governed by the laws of Japan. <p style="text-align: center;">↑</p> <table border="0" style="width: 100%; border: none;"> <tr> <td style="width: 25%; vertical-align: top;"> <p>BROWSE</p> <ul style="list-style-type: none"> All journals All subject areas All publishers </td> <td style="width: 25%; vertical-align: top;"> <p>ABOUT J-STAGE</p> <ul style="list-style-type: none"> J-STAGE overview For readers For authors J-STAGE networks worldwide Public data about J-STAGE </td> <td style="width: 25%; vertical-align: top;"> <p>SUPPORT & NEWS</p> <ul style="list-style-type: none"> News Other J-STAGE services Contact Recommended environment </td> <td style="width: 25%; vertical-align: top;"> <p>TERMS & POLICIES</p> <ul style="list-style-type: none"> Terms and Policies (for individuals) </td> </tr> </table> <p style="text-align: center;">↑</p> | <p>BROWSE</p> <ul style="list-style-type: none"> All journals All subject areas All publishers | <p>ABOUT J-STAGE</p> <ul style="list-style-type: none"> J-STAGE overview For readers For authors J-STAGE networks worldwide Public data about J-STAGE | <p>SUPPORT & NEWS</p> <ul style="list-style-type: none"> News Other J-STAGE services Contact Recommended environment | <p>TERMS & POLICIES</p> <ul style="list-style-type: none"> Terms and Policies (for individuals) | <p>Counter レポート提供サービス利用規約が表示されます。</p> |
| <p>BROWSE</p> <ul style="list-style-type: none"> All journals All subject areas All publishers | <p>ABOUT J-STAGE</p> <ul style="list-style-type: none"> J-STAGE overview For readers For authors J-STAGE networks worldwide Public data about J-STAGE | <p>SUPPORT & NEWS</p> <ul style="list-style-type: none"> News Other J-STAGE services Contact Recommended environment | <p>TERMS & POLICIES</p> <ul style="list-style-type: none"> Terms and Policies (for individuals) | | |