

## วิธีการแชร์ข้อมูลคณะ/สถาบัน แก่อาจารย์ในสังกัด

1. Sign in เข้าใช้งานที่ <https://www.scival.com/>

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Vitaly Bagan  
Moscow Institute of Physics and Technology

2. เลือกเมนู My SciVal

SciVal

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### Welcome to SciVal

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View the research performance of Researchers, Institutions, Countries and more.

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Compare and benchmark the research performance of anything in SciVal.

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Explore the collaboration of Institutions, Countries and Researchers.

**Trends** [>](#)  
Dive deeper into an area of interest.

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3. เลือก Researchers and Groups

SciVal

Overview Benchmarking Collaboration Trends Reporting **My SciVal** Scopus [↗](#) [?](#) [🏠](#) [NT](#)

### Manage your entities

## Researchers and Groups

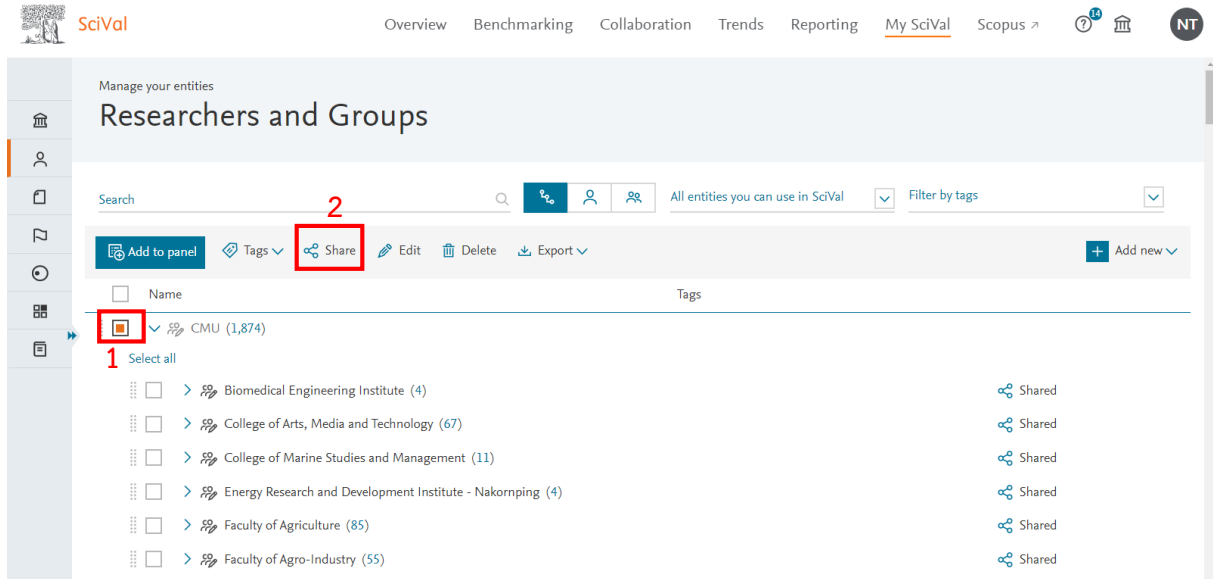
Search

All entities you can use in SciVal [▼](#) Filter by tags [▼](#)

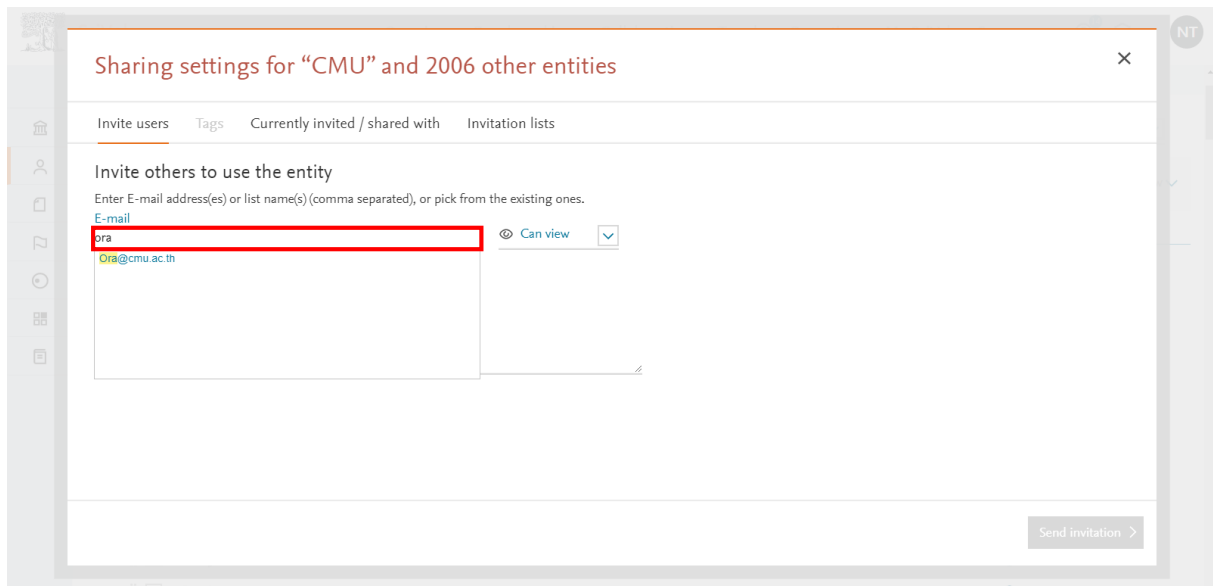
[Add to panel](#) [Tags](#) [Share](#) [Edit](#) [Delete](#) [Export](#) [+ Add new](#)

<input type="checkbox"/>	Name	Tags
<input type="checkbox"/>	CMU (1,874)	
<input type="checkbox"/>	Select all	
<input type="checkbox"/>	Biomedical Engineering Institute (4)	Shared
<input type="checkbox"/>	College of Arts, Media and Technology (67)	Shared
<input type="checkbox"/>	College of Marine Studies and Management (11)	Shared
<input type="checkbox"/>	Energy Research and Development Institute - Nakornping (4)	Shared
<input type="checkbox"/>	Faculty of Agriculture (85)	Shared
<input type="checkbox"/>	Faculty of Agro-Industry (55)	Shared

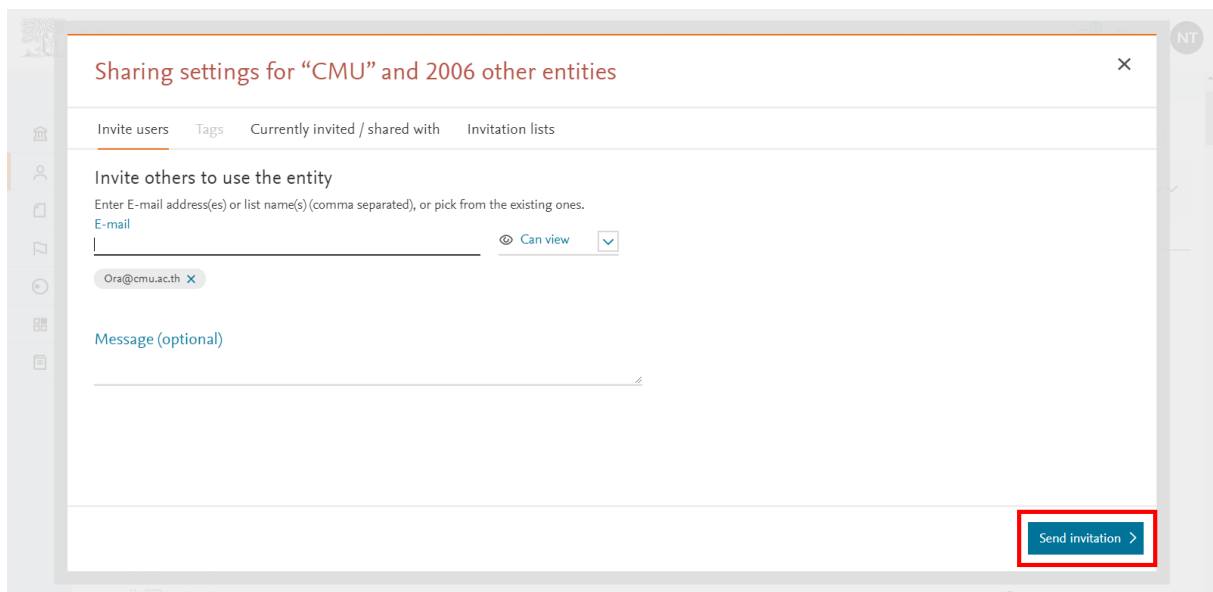
4. เลือก Group ที่ต้องการแชร์: กดเลือกในช่อง  CMU (Group ข้อมูลรายคณะ/สถาบัน ของมช.) และกด Share



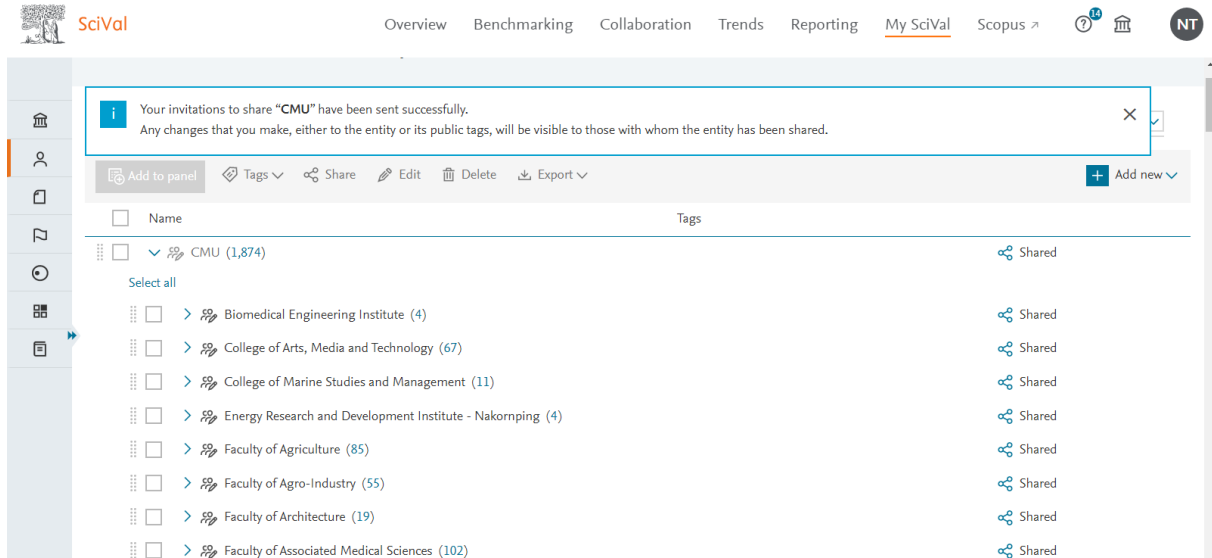
5. พิมพ์ Email ของอาจารย์/ เจ้าหน้าที่ ที่ต้องการแชร์ (Email ที่ลงทะเบียนใช้งาน SciVal เรียบร้อยแล้ว)



6. เมื่อเลือก Email ที่ต้องการแชร์แล้ว กด Send invitation



7. เมื่อกด Send invitation แล้ว Scival จะส่ง CMU (Group ข้อมูลรายคณะ/สถาบัน ของมช.) ไปยัง Email ที่เลือก โดยอาจารย์จะต้องกด Activate shared entity จึงจะสามารถใช้งานข้อมูลฯ ได้

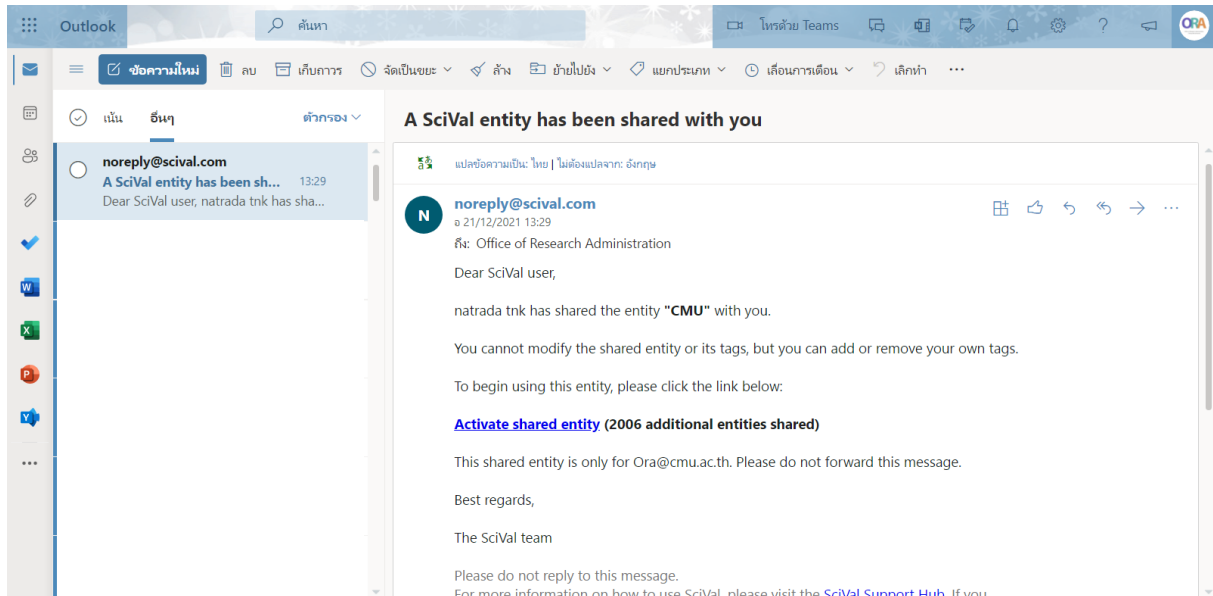


The screenshot shows the SciVal web interface. At the top, there is a navigation bar with the SciVal logo and several menu items: Overview, Benchmarking, Collaboration, Trends, Reporting, My SciVal, and Scopus. A notification box at the top left states: "Your invitations to share 'CMU' have been sent successfully. Any changes that you make, either to the entity or its public tags, will be visible to those with whom the entity has been shared." Below the notification is a toolbar with options: Add to panel, Tags, Share, Edit, Delete, Export, and Add new. The main content area displays a list of entities under the heading "Name" and "Tags". The first entity is "CMU (1,874)" with a "Shared" status. Below it, there is a "Select all" option and a list of other entities, each with a "Shared" status:

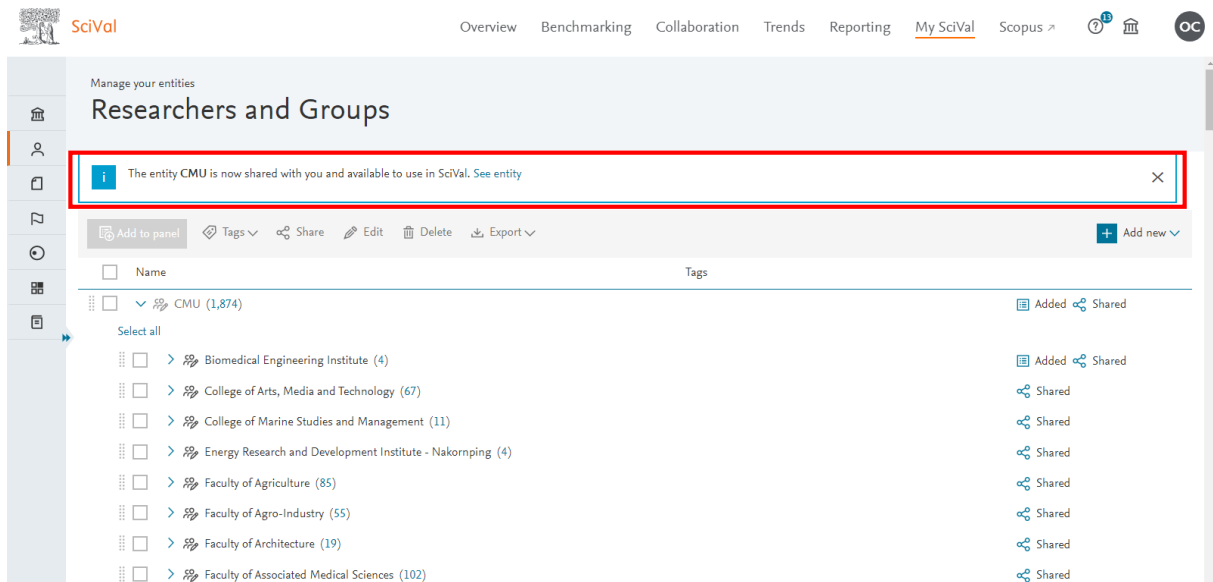
Name	Tags	Status
CMU (1,874)		Shared
Biomedical Engineering Institute (4)		Shared
College of Arts, Media and Technology (67)		Shared
College of Marine Studies and Management (11)		Shared
Energy Research and Development Institute - Nakornping (4)		Shared
Faculty of Agriculture (85)		Shared
Faculty of Agro-Industry (55)		Shared
Faculty of Architecture (19)		Shared
Faculty of Associated Medical Sciences (102)		Shared

## วิธีการกด Activate shared entity

1. อาจารย์/เจ้าหน้าที่ ที่ได้รับการ Invitation จากคณะ/สถาบัน จะได้รับ Email เพื่อกด Activate shared entity จาก SciVal เพื่อใช้งานข้อมูล CMU (Group ข้อมูลรายคณะ/สถาบัน ของมช.) โดยคลิกที่ Activate shared entity สามารถกดได้เพียง 1 ครั้งต่อ 1 SciVal Account เท่านั้น

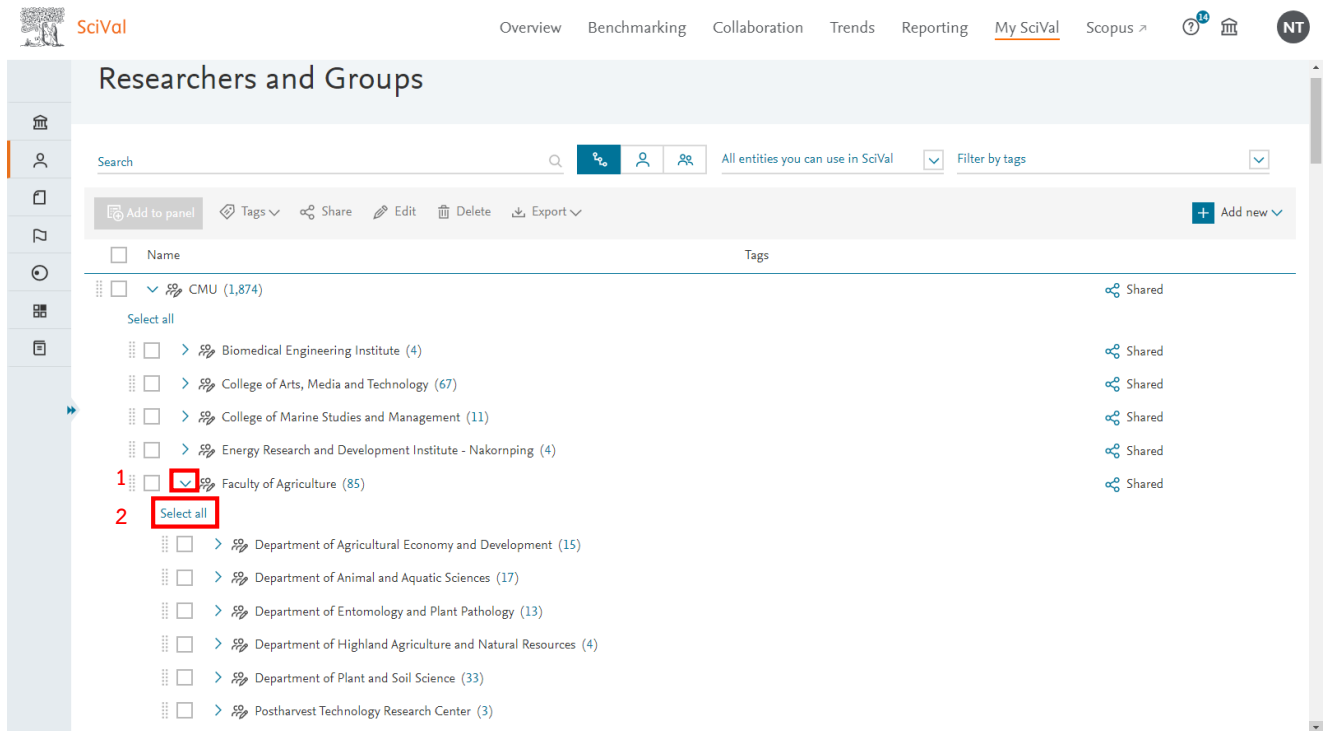


2. เมื่อกด Activate shared entity แล้วจะขึ้นข้อความดังภาพ ทั้งนี้ การใช้งานข้อมูล CMU (Group ข้อมูลรายคณะ/สถาบัน ของมช.) จะใช้เวลาในการ Activate ประมาณ 6 ชั่วโมง



## วิธีการตรวจสอบความถูกต้องของข้อมูลอาจารย์/นักวิจัย ใน SciVal ของส่วนงาน

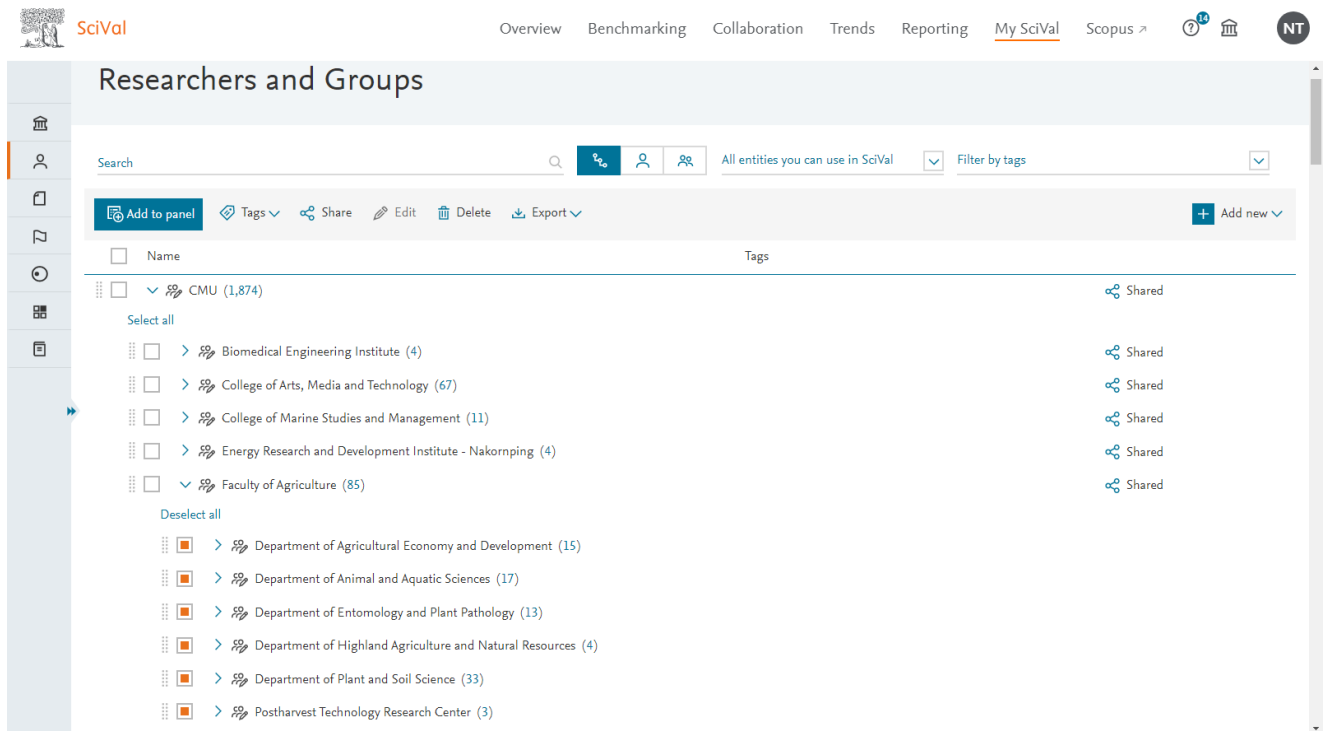
1. เข้าเมนู My SciVal เลือก Researchers and Groups โดยกด  ที่ส่วนงานของท่าน และเลือก Select all



The screenshot shows the SciVal interface for 'Researchers and Groups'. The 'Faculty of Agriculture (85)' is selected, and the 'Select all' option is highlighted with a red box and labeled '2'. The interface includes a search bar, a list of entities, and various action buttons like 'Add to panel', 'Tags', 'Share', 'Edit', 'Delete', and 'Export'.

Name	Tags	Shared
CMU (1,874)		Shared
Select all		
Biomedical Engineering Institute (4)		Shared
College of Arts, Media and Technology (67)		Shared
College of Marine Studies and Management (11)		Shared
Energy Research and Development Institute - Nakornping (4)		Shared
1 Faculty of Agriculture (85)		Shared
2 Select all		
Department of Agricultural Economy and Development (15)		
Department of Animal and Aquatic Sciences (17)		
Department of Entomology and Plant Pathology (13)		
Department of Highland Agriculture and Natural Resources (4)		
Department of Plant and Soil Science (33)		
Postharvest Technology Research Center (3)		

2. เมื่อเลือก Select all แล้วจะปรากฏดังภาพ



The screenshot shows the SciVal interface for 'Researchers and Groups'. The 'Faculty of Agriculture (85)' is selected, and all sub-entities under it are highlighted with orange squares, indicating they are selected. The interface includes a search bar, a list of entities, and various action buttons like 'Add to panel', 'Tags', 'Share', 'Edit', 'Delete', and 'Export'.

Name	Tags	Shared
CMU (1,874)		Shared
Select all		
Biomedical Engineering Institute (4)		Shared
College of Arts, Media and Technology (67)		Shared
College of Marine Studies and Management (11)		Shared
Energy Research and Development Institute - Nakornping (4)		Shared
Faculty of Agriculture (85)		Shared
Deselect all		
Department of Agricultural Economy and Development (15)		
Department of Animal and Aquatic Sciences (17)		
Department of Entomology and Plant Pathology (13)		
Department of Highland Agriculture and Natural Resources (4)		
Department of Plant and Soil Science (33)		
Postharvest Technology Research Center (3)		

### 3. กด Export และเลือกชนิดไฟล์ที่ต้องการ

The screenshot shows the SciVal 'Researchers and Groups' page. The 'Export' button is highlighted with a red box. A dropdown menu is open, showing two options: 'Export researchers to a spreadsheet file (CSV)' and 'Export researchers to a spreadsheet file (XLSX)'. The interface also shows a list of researchers and groups under the 'CMU (1,874)' category.

### 4. เมื่อดาวโหลดแล้วจะได้ไฟล์ดังภาพ ทั้งนี้ ให้ตรวจสอบความถูกต้องข้อมูล Author, Scopus Author ID และ Level (ภาควิชา) ของอาจารย์/นักวิจัย

	A	B	C	D	E	F	G	H
1	Author	Scopus Author ID	Tags	Level 1	Level 2	Level 3	Level 4	Level 5
2	Chalermphol, Juthathip	57193124554		Department of Agricultural Economy and Development				
3	Chaovanapoonphol, Yaovarate	25930749300		Department of Agricultural Economy and Development				
4	Intapan, Chanamart	57205529926		Department of Agricultural Economy and Development				
5	Kanjina, S.	57215590469		Department of Agricultural Economy and Development				
6	Kitchaicharoen, Jirawan	8332755000		Department of Agricultural Economy and Development				
7	Kramol, Prathanthip	14014265700		Department of Agricultural Economy and Development				
8	Limnirankul, Budsara	55553839500		Department of Agricultural Economy and Development				
9	Pinthukas, Nathitakarn	55554707300		Department of Agricultural Economy and Development				
10	Prapatigul, Panuphan	54953327800		Department of Agricultural Economy and Development				
11	Saeliw, Kannika	57193357607		Department of Agricultural Economy and Development				
12	Singvejsakul, Jittima	57199329819		Department of Agricultural Economy and Development				
13	Sirisunyaluck, R.	57208000590		Department of Agricultural Economy and Development				
14	Sreshthaputra, Suraphol	54953327700		Department of Agricultural Economy and Development				
15	Suebpongsoang, Pornsiri	39763270500		Department of Agricultural Economy and Development				
16	Wongchai, Anupong	53364851600		Department of Agricultural Economy and Development				
17	Chongkasikit, Nattaphon	8440540800		Department of Animal and Aquatic Sciences				
18	Gatphayak, Kesinee	6508000997		Department of Animal and Aquatic Sciences				
19	Khamlor, Trisadee	56368224000		Department of Animal and Aquatic Sciences				
20	Lumsangkul, Chompunut	57202018010		Department of Animal and Aquatic Sciences				
21	Maneejitaksanti, Worawit	57189372912		Department of Animal and Aquatic Sciences				
22	Mekchav, Supamit	6506305324		Department of Animal and Aquatic Sciences				

หากประสงค์จะปรับแก้ข้อมูลฯ สามารถแจ้งได้ที่ <https://ora.oou.cmu.ac.th/cmuscival/>