Recording your impact in Pure:
when and how

Contents

What is impact

According to Research Councils UK, impact is "the demonstrable contribution that excellent research makes to society and the economy… (embracing) all the extremely diverse ways in which research related knowledge and skills benefit individuals, organisations and nations" - https://www.ukri.org/innovation/excellence-with-impact/

Your narrative in Pure should contain the key insights from the research, the process by which the research findings produced a beneficial change outside academia, and a description of the nature and extent of the impact. It is important to include evidence and dates for the main, or pivotal, impacts claimed and the critical links from 'underpinning' research to impact.

For REF2021 impact narratives were required in a specific format and had set eligibility rules. For more information, contact impact@st-andrews.ac.uk or go to http://impact.wp.st-andrews.ac.uk/.

What is an activity

Activities like public engagement, school visits, media interviews, dissemination to non-academics, training sessions are not impact *per se* – unless you can show that a subsequent change/benefit has been produced. These individual activities should be added to Pure in the Activities template; they can be linked to an impact case study later.

When to record your impact in Pure

It is recommended that you start or update an impact record in Pure:

- when you are awarded funding which included a Pathways to Impact statement
- when you anticipate benefit to society resulting from research or engagement
- when impact has arisen (directly or indirectly) from your research

Evidence to collect

Focus: Knowing what you want to achieve, and intended outcomes should clarify the types of evidence you need

Proportionality: Capture what you can. Aim to support key claims of impact, not every single detail along the way

Timing: Showing a progression of impact from early stages to demonstrable 'benefits' can be a real challenge – aim for this if you can. Retrospective searching can be difficult

Relationships: Be clear about what you might need from collaborators and partners early on, e.g. if you would like a testimonial or regular updates from them

Following is the sequence of steps that we advise you to follow in order to record your impact in Pure.

How to record impact

Log in to Pure at https://risweb.st-andrews.ac.uk/admin/login.xhtml . From your personal profile you can open an Impact template by clicking on **Add New** and selecting **Impact** from the **Choose submission** window; or by clicking on the **+** beside **Impacts** on the left-hand side menu
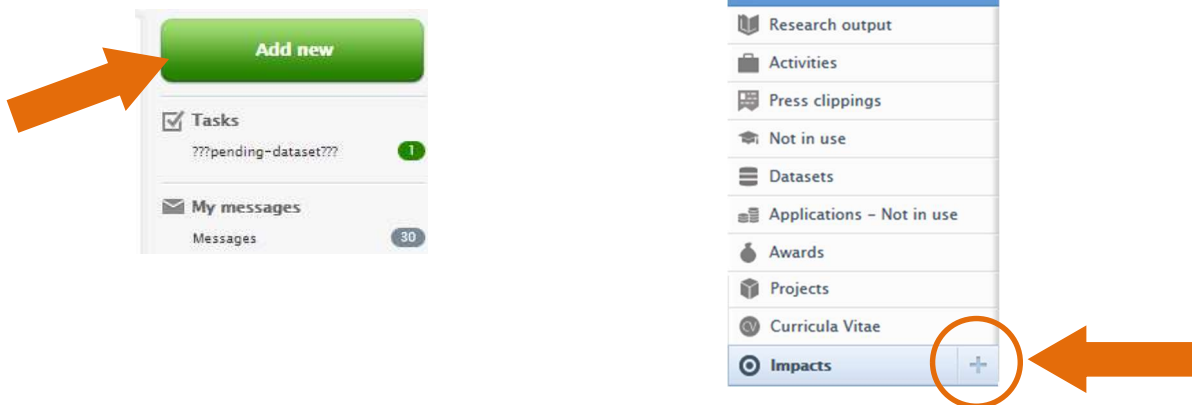
Impact fields in Pure

NOTE: Only fields with * are required for an entry. Other information can be added with time.

Narrative Status: this refers to the stage of development of the narrative, we would recommend using 'in preparation' unless it is an impact case which is concluded (no more information to add).

Impact title: the working title for your impact case **should be short, giving a clear indication of the type of impact and the beneficiaries.** Do not focus on the research, as you would in the title of a journal article for example.

Description of impact: this should be a brief description of the type(s) of impact, e.g. if you are aiming to increase debate in the media, if you have improved policy or practice, or changed the way in which a subject is taught outside this university, etc.

Who is affected: this section should include a list of all the users and beneficiaries - those non academics who have applied, been influenced by, been affected by, or have benefitted from the application of your research. We would expect that different groups or organisations would be affected at different stages of the impact development

Narrative: this text box can be used to keep draft notes, or a longer description of how your research led to impact. See the section on "What is Impact", page 1.

Period: refers to the time of the impact – not an event or activity

Category of impact: use the drop-down list to select as many types of impact as are applicable and click Add.

Impact Stage: refers to the stage of development of the impact itself, select the most appropriate and update as required

Associated IDs: Not in use

Evidence: it is vitally important that any **claims of impact should be supported by evidence** and that **this is also dated**. This section can be used to collect 'factual statements' (not personal opinion) from key users of your research. Keep **names and contact details** of key persons who can support your claims and **add links and documents** to support your claims.

Participants and affiliations: add any persons who are **key researchers** (PIs or similar role). These are the people who produced the research which led to impact. They do not necessarily have to have played a role in creating the impact. Once you have added a person to the case study, this will also appear in their Pure profile, and they will be able to edit the content.

Keywords: are used for searches within Pure; soon non-confidential Impact may be displayed on the University Research Portal (http://portal.st-andrews.ac.uk) and key words could assist any search for information on impact.

Case study classification: select all that apply.

Sustainable Development Goals: add the relevant SDGs with which the project/impact activity is aligned.

Files: function where you can add additional Word, pdf or other **documents** and **links** to documents or webpages.

NOTE: Urls can change or be deleted. If you add links to documents or webpages, always ensure you also attach a date-stamped pdf version. This can be done by printing a webpage to pdf.

Relations: this is where you can **link your impact case to other content in** Pure such as **Activities**, publications (**Research output**), funding (**Projects**) or other **Impact** cases.

Visibility: this can be either Public (will be displayed on the Portal), Backend (will not be shown in the Portal but could be seen by other St Andrews Pure users); or Confidential (will only be available to named individuals on the entry and authorised Pure administrators).

Save: **Do not forget to press the blue save button at the foot of the template!**