**Authorship gender analysis process[[1]](#footnote-1)**

**Step 1: Create spreadsheet with author names and any other relevant info** (we only used the first author for the analysis, since we did not have other data, but an example spreadsheet is attached with suggestions).

**Step 2: Automated analysis of names for gender assignment.** Use [https://www.namsor.com](https://www.namsor.com/) to analyze author names to predict gender (allows up to 5000 free classifications per month). Note: there are multiple “genderizers” out there, but this is the one Elsevier uses for their authorship gender reporting, hence, it was decided as an optimal choice for our authorship analysis. Each prediction is associated with a confidence level. Although .85 is suggested as a cut-off, we used .95 as a cut-off, to be more conservative. That is, any name classification with a confidence level lower than .95 were also analyzed manually, following the process described in Step 3 below.

**Step 3: Manual analysis of names[[2]](#footnote-2).** In order to assign gender for names with a confidence level lower than .95, we used the following process:

1. Search the AIS elibrary on the full name (like “full name”) to find a recent publication to locate the institutional affiliation of the person. Note: we did not have institution name available, but as EiC, you probably have this info available, so this could help. In most cases, one Google search is all it takes.
2. Google name + institution (from Step 1) or go to institution page directly to search for name.
3. Look through links to confirm gender by analyzing associated information systems papers or department faculty pages to detect a short bio from which we can deduce he/she, mr/mrs, or a photo. Many people have photos on GoogleScholar or personal website.
4. Alternative scheme: the above steps do not always work for students. In this case, search for name on LinkedIn to see if the name is associated with a university or PhD candidate in relevant discipline and to see if we share connections (likely an IS researcher).
5. If LinkedIn suggests a possible institution/research domain, go back to Google and try again using these additional search keywords.
	1. In one challenging case, we couldn’t find anything through the above, but all searches of the name showed up pictures of women on LinkedIn, so we assigned female as gender.
	2. In another challenging case, we found a dissertation acknowledgement that thanked his wife, so we assumed male.[[3]](#footnote-3)
1. Note: the focus was on classifying gender in a rudimentary way, i.e., only as binary (men vs. women). [↑](#footnote-ref-1)
2. In the absence of clear information that described an author as he/she or mr/mrs, we have had to judge the gender based on appearance from faculty websites or public LinkedIn profiles. [↑](#footnote-ref-2)
3. We understand the biases inherent in this assumption, but felt it was allowable to use this approach given it was a single instance. [↑](#footnote-ref-3)