

ORCID Creation and Integration Exercise (via CityU Scholars)

For faculty members already have an ORCID iD

Research Support and Scholarly Communication Division
Run Run Shaw Library

May 2019

Reporting your existing ORCID iD via CityU Scholars

1. Login your [CityU Scholars](#) researcher profile with your EID and AD/LAN password

2. Click “Edit profile”

3. Click “Create or Connect your ORCID iD”

4. In the pop up window, click “Proceed”

The image illustrates the process of connecting an existing ORCID iD to a CityU Scholars profile. It consists of several overlapping screenshots:

- Top Screenshot (Step 2):** Shows the CityU Scholars profile page for 'Tom WANG - demo'. The 'Edit profile' button is highlighted with a red box and a hand cursor.
- Bottom-Left Screenshot (Step 1):** Shows the login form with fields for 'Electronic ID' and 'Please use your AD/LAN Password'. The 'Login' button is highlighted with a red box.
- Bottom-Middle Screenshot (Step 4):** Shows a dialog box titled 'Connect with your ORCID iD'. It contains instructions and a list of content to be exported to ORCID. The 'Proceed' button is highlighted with a red box and a hand cursor.
- Right Screenshot (Step 3):** Shows the 'Personal identification' form. The 'Create or Connect your ORCID iD' button is highlighted with a red box and a hand cursor.

Arrows indicate the flow from the main profile page to the login form, then to the ORCID connection dialog, and finally to the personal identification form.

Reporting your existing ORCID iD via CityU Scholars

5. Input the Email/ORCID iD and password for your existing ORCID account, click “Sign into ORCID”

6. Click “Authorize”

7. Click  before closing the window

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ORCID

Sign into ORCID or Register now

Personal account Institutional account

Sign in with your ORCID account

Email or iD

ORCID password

Sign into ORCID

Forgotten your password?

Sign in with a social media account

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ORCID

Tom WANG - demo (Not You?)

City University of Hong Kong has asked for the following access to your ORCID Record

- View your ORCID Record
- Update your ORCID Record
- Read your limited-access information
- Get your ORCID ID

This application will not be able to see your ORCID password or any other information in your ORCID record with visibility set to Only me. You can manage permission granted to this and other Trusted Organizations in your account settings.

Authorize

Deny

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Tom WANG - demo Person

Personal identification

First name(s) Tom Last name WANG - demo

Nationality Select nationality...

Name variant Tom W (Preferred name) Add name variant...

Title PhD, MA, BSc (Post-nominal title) Add title...

ID Add ID...

ORCID orcid.org/0000-0000-0000-0000 (Last exported: 24/05/18 12:02)

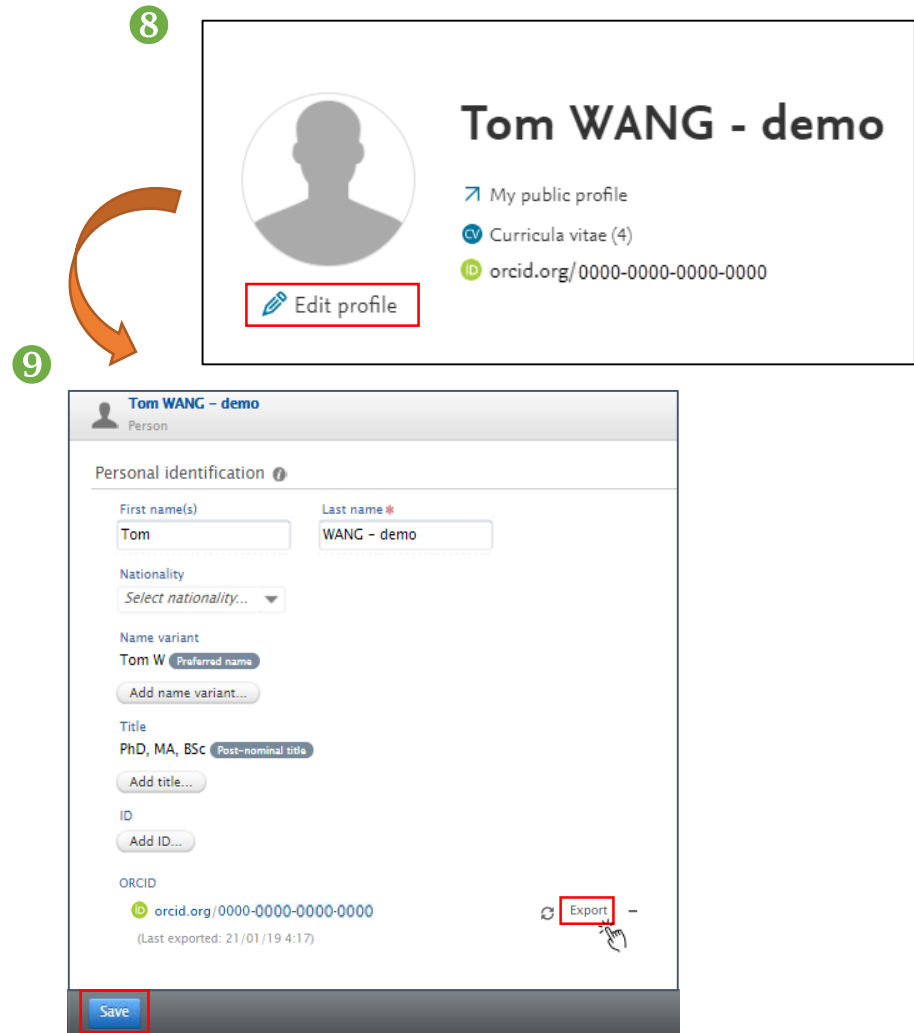
Please click "Save" at the bottom to finish adding the ORCID for "Tom WANG - demo"

Save

Reporting your existing ORCID iD via CityU Scholars

8. Click “Edit profile” to open the pop-up window again
9. Click “Export” under the ORCID section to activate the synchronization of CityU Scholars & ORCID

10. Then click  again before closing the window



The image shows two screenshots from the CityU Scholars system. The top screenshot, labeled with a green circle '8', displays a user profile for 'Tom WANG - demo'. It includes a profile picture placeholder, the name 'Tom WANG - demo', and links for 'My public profile', 'Curricula vitae (4)', and the ORCID iD 'orcid.org/0000-0000-0000-0000'. A red box highlights the 'Edit profile' button. An orange arrow points from this button to the bottom screenshot, labeled with a green circle '9'. The bottom screenshot shows the 'Edit profile' form for 'Tom WANG - demo'. It contains fields for 'First name(s)' (Tom), 'Last name*' (WANG - demo), 'Nationality' (Select nationality...), 'Name variant' (Tom W, Preferred name), 'Title' (PhD, MA, BSc, Post-nominal title), and 'ID' (Add ID...). Under the 'ORCID' section, the ORCID iD 'orcid.org/0000-0000-0000-0000' is displayed, along with the text '(Last exported: 21/01/19 4:17)'. A red box highlights the 'Export' button, and another red box highlights the 'Save' button at the bottom of the form.

CityU Scholars & ORCID Integration Completed

Tom WANG - demo
Person

Personal identification ⓘ

First name(s) Tom Last name * WANG - demo

Nationality
Select nationality...

Name variant
Tom W Preferred name Edit -
Add name variant...

Title
PhD, MA, BSc Post-nominal title Edit -
Add title...

ID
Add ID...

ORCID
orcid.org/0000-0000-0000-0000 -
(Last exported: 24/05/18 12:02)

✔ Please click "Save" at the bottom to finish adding the ORCID for "Tom WANG - demo"

Pure City University of Hong Kong - CityU Scholars

Personal Grant management

Tom WANG - demo

My public profile
Add curriculum vitae
orcid.org/0000-0000-0000-0000
Edit profile

Research outputs (2)
32_Refereed conference page... Comment/debate

Activities (1)
61_Journal editor

Prizes (1)
64B_Prizes and awards

The message “Please click ‘Save’ at the bottom to finish adding the ORCID for [Your name]” will appear only once after integration

Your ORCID iD will appear in both the backend and CityU Scholars public portal

Remember to:

Check your ORCID record and CityU Scholars Profile after integration

Changes in CityU Scholars profile after integration

CityU
香港城市大學
City University of Hong Kong
專業 創新 國際全球
Professional-Creative
For The World

RESEARCHER LOGIN

CityU Scholars
A Research Hub of Excellence

Home **Researchers** Research Units Research Output Projects Activities Prizes / Honours Student Theses Datasets Impact Press / Media

Dr. Tom WANG - demo (王明) [View graph of relations](#)

PhD, MA, BSc
Assistant Professor, [Department of Library Science](#)

Other Links

- [Personal webpage](#)
- [Google Scholar Profile](#)
- [Linkedin](#)

[Download CV](#)

Address: LIB-P000
Phone: +852 34420000
tomwang@cityu.edu.hk

ORCID iD: 0000-0000-0000-0000
Scopus Author ID: 12345678

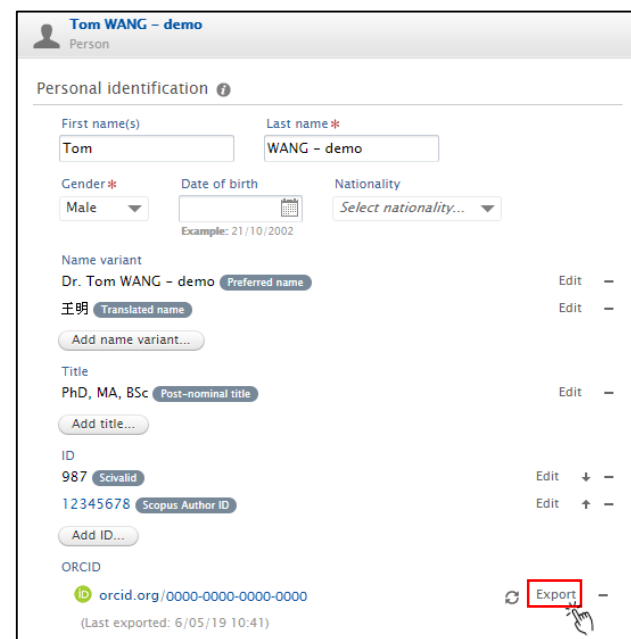
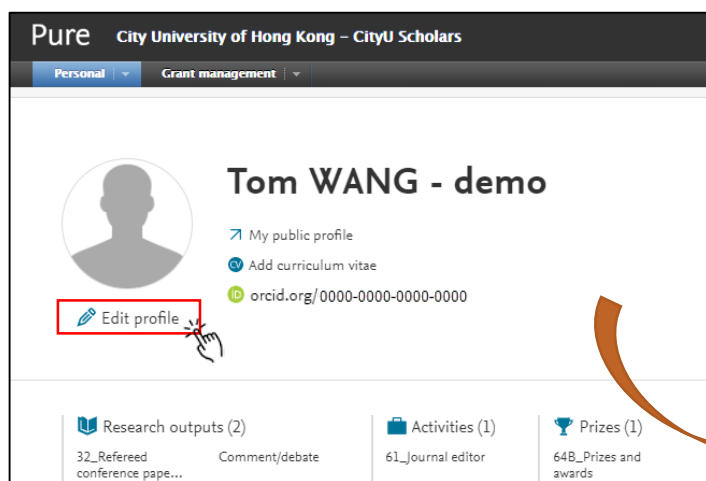
Willing to take PhD students: yes
Willing to talk to media: yes

Your ORCID iD will display in your CityU Scholars Profile right away

What will happen after the integration?

Your validated research output records in CityU Scholars:

- Will be exported to your ORCID account immediately when you have completed your CityU Scholars and ORCID integration and **clicked the “Export” button**
- Will be automatically exported from CityU Scholars to ORCID on a daily basis (you may manually trigger this at any time by clicking “Export”)



NOTE: Records in ORCID cannot be exported into CityU Scholars

Things to check after integration

The screenshot shows a user profile for 'Tom WANG - demo' with ID 11473922. The profile is categorized as a 'Person'. The 'Personal identification' section includes fields for First name(s) (Tom), Last name (WANG - demo), Gender (Male), Date of birth, and Nationality (Select nationality...). It also lists Name variants: 'Dr. Tom WANG - demo' (Preferred name) and '王明' (Translated name). The Title is 'PhD, MA, BSc' (Post-nominal title). Under the ID section, there is a Scivalid (987) and a Scopus Author ID (12345678). The ORCID ID is 'orcid.org/0000-0000-0000-0000', which is highlighted with a red box. A callout box with an arrow points to this ORCID ID, containing the text: '1. Click the ORCID iD to make sure that it links to your ORCID account'. The page also features a left sidebar with 'EDIT' and 'OVERVIEW' sections, and an 'Export' button at the bottom right.

1. Click the ORCID iD to make sure that it links to your ORCID account

Things to check after integration

Search [id] [gear] English

ORCID
Connecting Research and Researchers

EDIT YOUR RECORD ABOUT ORCID CONTACT US HELP

47,444 ORCID iDs and counting. See more...

Tom WANG - demo Employment (2) Sort

ORCID ID
https://orcid.org/0000-0000-0000-0000

Websites
City University of Hong Kong profile page

Other IDs
Scopus author ID: 123456789

Employment (2)

City University of Hong Kong: HK, Hong Kong SAR, China
2017-02 to present
Source: Tom WANG - demo

City University of Hong Kong:
Source: City University of Hong Kong

Works (44)

14_Edited book (Editor)
2017-04 | book
SOURCE-WORK-ID: fc627d99-3caf-44eb-b0bc-89354a4ccb48
URL: https://scholarsdev.esu.cityu.edu.hk/en/publications/14edited-book-editor(fc627d9...
Source: City University of Hong Kong Preferred source

2. Check that validated records in CityU Scholars (if any) have been imported as indicated by the “Source”

3. Click and check that this link points to your CityU Scholars researcher profile

Please be reminded that you may still need to complete Part 2 of the University's ORCID Creation and Integration Exercise



Integrating ORCID iD with Scopus Author ID

Details:

<http://libguides.library.cityu.edu.hk/aim/exercise1#Part 2>