ORCID Creation and Integration Exercise (via CityUHK Scholars)

For research students _already_ have an ORCID iD

Research Support and Scholarly Communication
Run Run Shaw Library

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Run Run Shaw Library
香港城市大學
City University of Hong Kong

Report and integrate your existing ORCID iD through CityUHK Scholars

1. Log in to your [CityUHK Scholars](#) backend researcher profile with your EID and password

2. Connect or authorize your ORCID iD
   2a. If your ORCID iD is not in CityUHK Scholars, click "*Create or Connect your ORCID iD*"
   2b. If your ORCID iD is already in CityUHK Scholars, click "*Authenticate your ORCID ID*"

3. Read the terms and conditions in the pop-up window, check the boxes and click "*Proceed*"

Sign In

CityUHK EID

Password

☐ Remember me

Sign In

OR

Login with iAM Smart

Connect with your ORCID ID

You will now be directed to the ORCID site where you can generate your ORCID ID (if you don't already authenticate it.

Upon authenticating your ORCID ID, you will grant read permissions to Pure. It means Pure will be able to public and limited visibility items on your ORCID record and search on your behalf.

☑ Pure is allowed to read public and limited visibility items on my ORCID record (Required to proceed).

Before allowing Pure to export content on your behalf to ORCID, please read the information below carefully.
You can grant Pure permission to export content to ORCID (write rights) by checking the checkbox below. If you do so, upon setup, Pure will export the following content immediately, and then subsequently automatically update it at a frequency determined by your Pure administrator:

- Institutional organisational affiliation
- Other personal identifiers (e.g. Scopus author ID, Researcher ID)
- Your Pure Portal URL
- Your research outputs, where:
  - the publication status is 'Online published, Published, Presented'
  - the visibility of the record is 'Public - No restriction'
  - the workflow step is at least 'For re-validation'.

Pure will not export information from persons with backend or campus visibility.

☑ I hereby allow Pure to export content on my behalf.

Cancel   Proceed

Tom WANG - demo

↗ My public profile

CV Curricula vitae (3)

iD Create or Connect your ORCID ID

✎ Edit profile

2a

Tom WANG - demo

↗ My public profile

CV Curricula vitae (3)

iD https://orcid.org/oooo-oc[blurred]   ⓘ Not authenticated   Authenticate your ORCID ID ⓘ
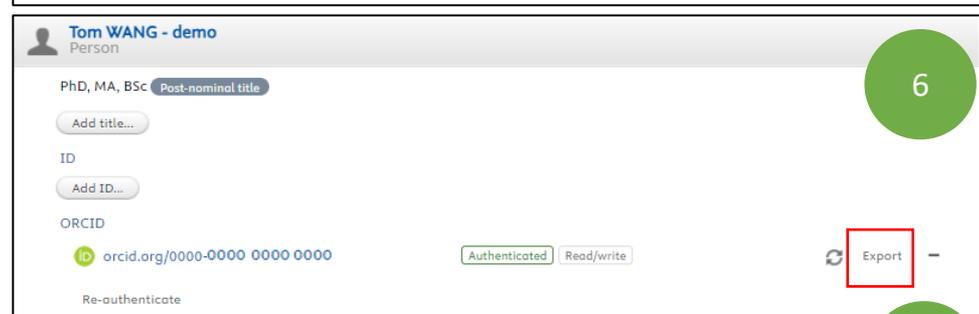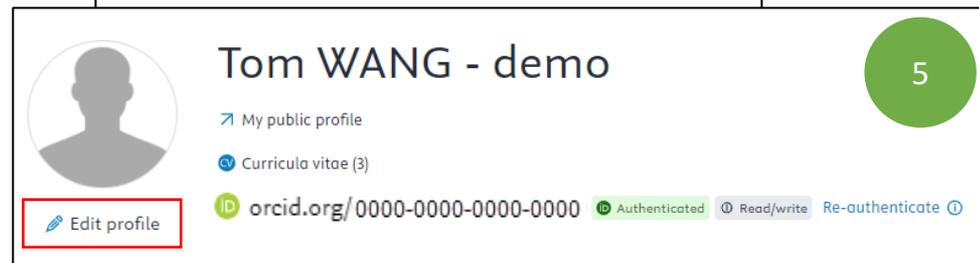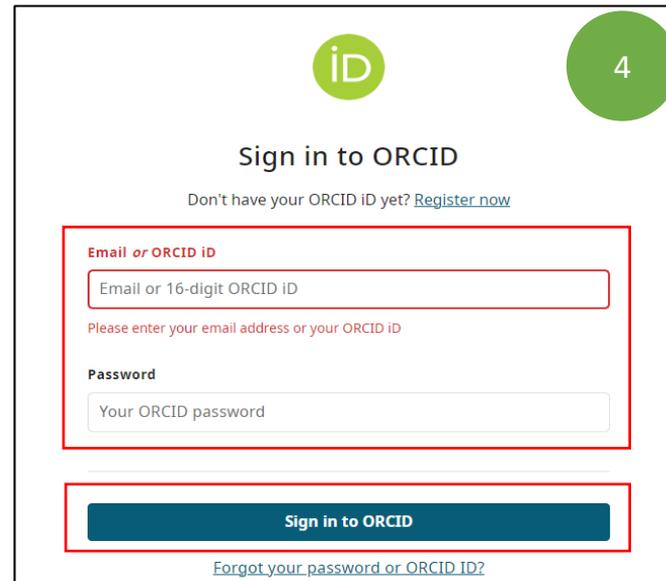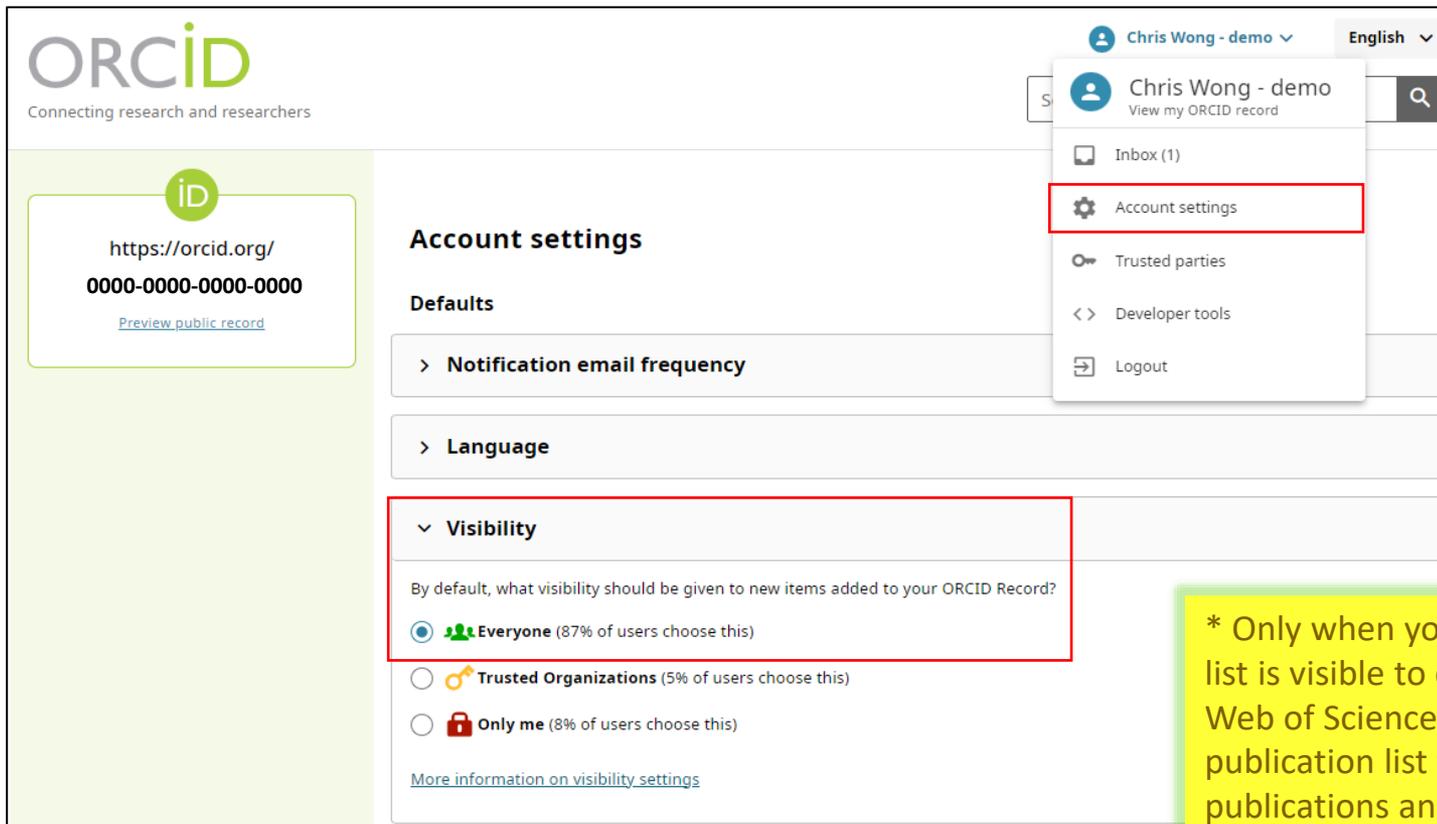
✎ Edit profile

2b

Report and integrate your existing ORCID iD through CityUHK Scholars (cont.)

4. Input the email or ORCID iD, and the password of your existing ORCID account; click "*Sign in to ORCID*"

5. Once integrated, click *"Edit profile"* in your backend researcher profile

6. Next to your ORCID iD, click *"Export"* to enable the synchronization of CityUHK Scholars to ORCID

7. Click Save to close the window

Report and integrate your existing ORCID iD through CityUHK Scholars (cont.)

8. Log in to your ORCID account, under *"Account settings"* and then *"Visibility"*, select 👥 Everyone

* Only when your publication list is visible to everyone can Web of Science scan your ORCID publication list for matched publications and grab your ORCID iD to update those publications in its database.

CityUHK Scholars & ORCID Integration **Completed**

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

Things to check after the integration

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

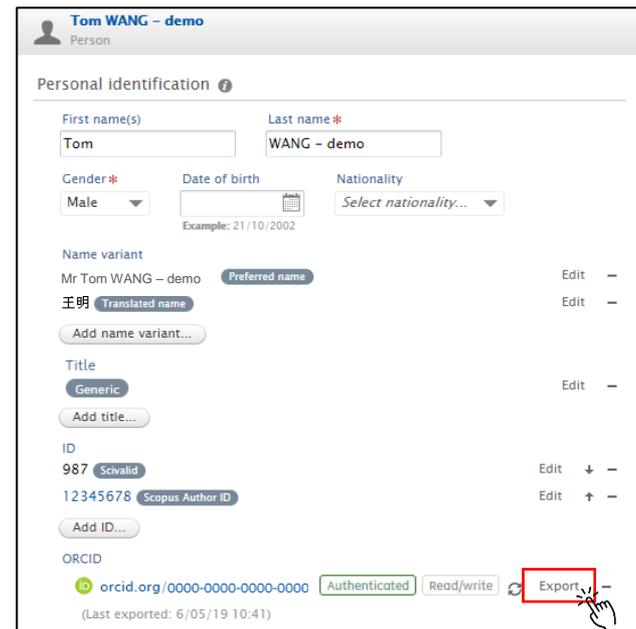# Things to check after the integration (cont.)

2. Check that the validated records in CityUHK Scholars (if any) have been imported, as indicated by the "Source"

3. Click the link to verify it directs you to your CityUHK Scholars researcher profile

What will happen after the integration?

Your validated research output records in CityUHK Scholars:

a) Will be exported to your ORCID account <u>immediately</u> when you have completed your CityUHK Scholars and ORCID integration and **clicked the "Export" button**

b) Will be <u>automatically</u> exported from CityUHK Scholars to ORCID on a <u>daily basis</u> (you may manually trigger this at any time by clicking "Export")

NOTE: Records in ORCID cannot be exported to CityUHK Scholars

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