DUT ELEMENTS SYSTEM

Quick Start Guide

Symplectic Support: support.symplectic.co.uk.

Research & Postgrad Support: www.dut.ac.za/research/

Research Information Management

Symplectic Elements
(Research Outputs Management System)

Symplectic Elements is a leading research information management system used by universities around the world. For DUT, ELEMENTS is the new institutional research outputs administration system that replaces RIMS which phased out in 2016. The project commenced earnestly in August 2017, launched in April 2018 and is being further expanded in phases to ensure successful implementation. The second phase has begun which involves the integration of Elements with DSpace to enable a comprehensive system that allows for captured publication to be automatically transmitted to the Institutional Repository.

The 2017 and 2018 publications reporting cycle are operating on a dual system (manual and online) simultaneously so that we can fully test the abilities of the system. For the 2019 publications reporting cycle we envisage that only DUT ELEMENTS will be used to collate the publications so that researchers in the institution are encouraged to keep track of their own research outputs. DUT Elements is designed to be straightforward and effortless for researchers to use. Training is provided for those who need to be assisted as they venture into the new system.

For any Enquiries or assistance:
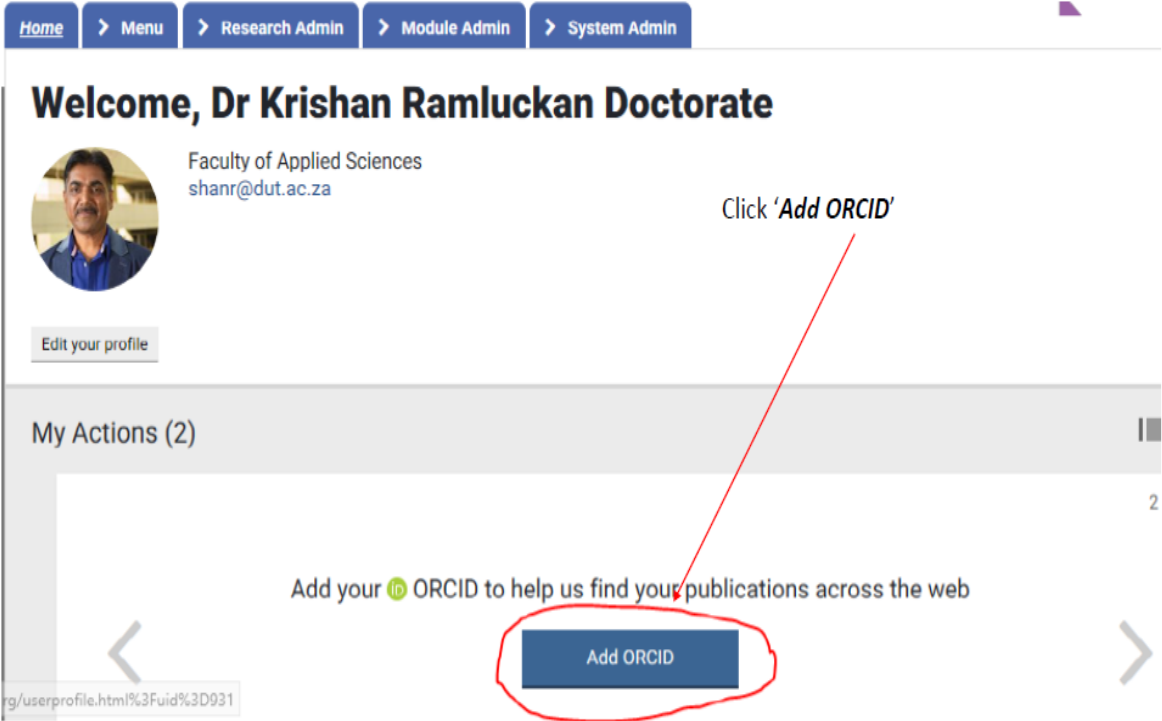
Email: researchoutputs@dut.ac.za

Philisiwe Charity Cele: Celepc@dut.ac.za

Edzani Nevondo: edzanin@dut.ac.za

Adding ORCID ID To Elements

ORCID provides a persistent digital identifier that distinguishes you from every other researcher and, through integration in key research workflows such as manuscript and grant submission, supports automated linkages between you and your professional activities ensuring that your work is recognized. Some publisher and NRF requires ORCID registered users.

You will find a button that says "Add ORCID" on the first page of your elements under "*My Actions*", you click on it.

If you already have registered on ORCID or have an ORCID ID, you can straight forward go to signing in, and if not then you have to register.

ORCID

We are moving to a new support system and are temporarily unable to answer user tickets. If you need to reach us urgently, please email support@orcid.org. Otherwise, please wait to contact us until the transition is complete. Apologies for any inconvenience.

If you are registered on ORCID, then login

If you are not registered on ORCID iD, then Register.

Sign into ORCID or Register now

👤 Personal account   🏛 Institutional account

Sign in with your ORCID account

Email or ORCID iD

[Email or ORCID iD]

ORCID password

[ORCID password]

[Sign into ORCID]

Forgotten your password? Reset it here

ORCID

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To register on ORCID

Already have an ORCID iD? Sign In

Per ORCID's terms and conditions , you may only register for an ORCID iD for yourself.

First name

[Krishan] *❓

Last name

[Ramluckan]

Primary email

[   ] *

Additional email

[   ] ❓

There are three Visibility settings,"*Everyone,Trusted Parties* and *Only Me*".

Everyone can be viewed by anyone who comes to the **orcid.org** website or consumed by anyone using the ORCID public API. This information is also included in the public data posted manually by ORCID.

Trusted parties means limited-access information that can be seen by any trusted parties whom you have granted access to your ORCID record. These connections require explicit action on your part**.**

Only me means private information can only be seen by you and trusted individuals you have granted access to help administer your ORCID record on your behalf. It is also used by ORCID algorithms to help distinguish your identity from another person who may have a similar name, be in a similar field, or may be confused with you for other reasons. This information is not shared with others.