ORCID Creation and Integration Exercise (via CityU Scholars)

For research students already have an ORCID iD

Research Support and Scholarly Communication Division
Run Run Shaw Library

May 2019

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

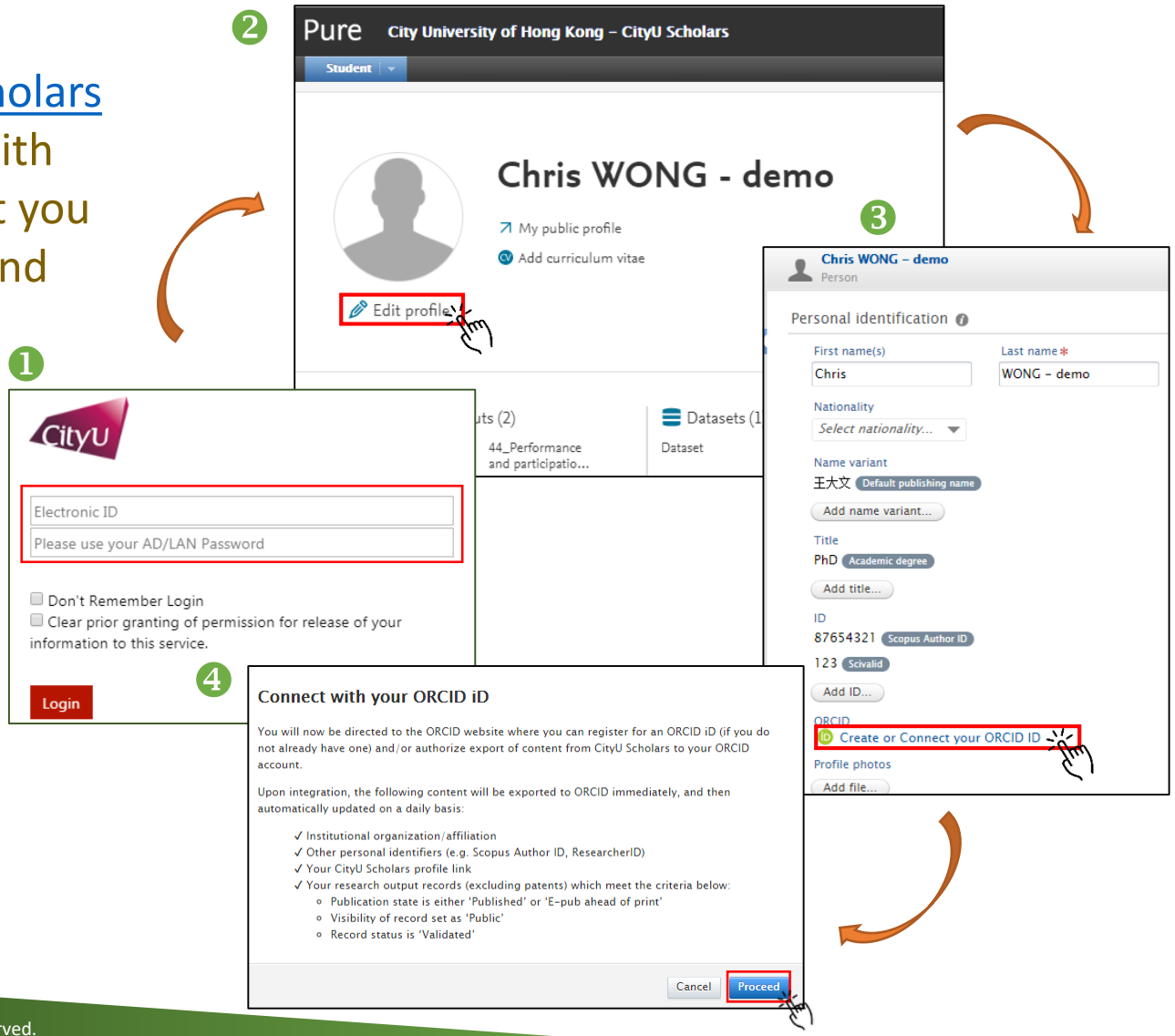
Reporting your existing ORCID iD via CityU Scholars

1. Login your CityU Scholars researcher profile with your EID (the ID that you use to login AIMS) and AD/LAN password

2. Click "*Edit profile*"

3. Click "*Create or Connect your ORCID ID*"

4. In the pop up window, click "*Proceed*"



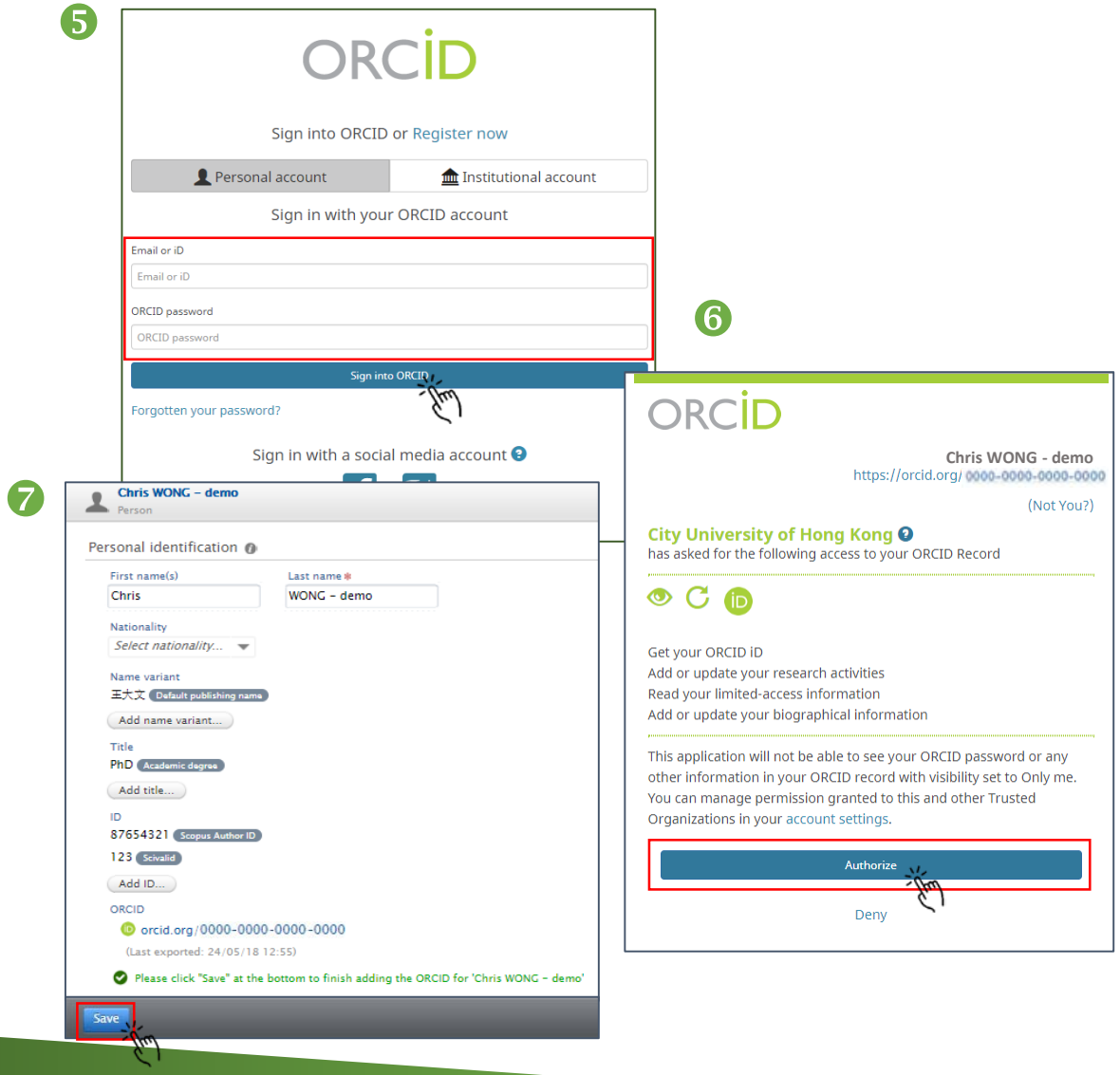
© 2019 RSSC, CityU Run Run Shaw Library. All Rights Reserved.

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 Save before closing the window**



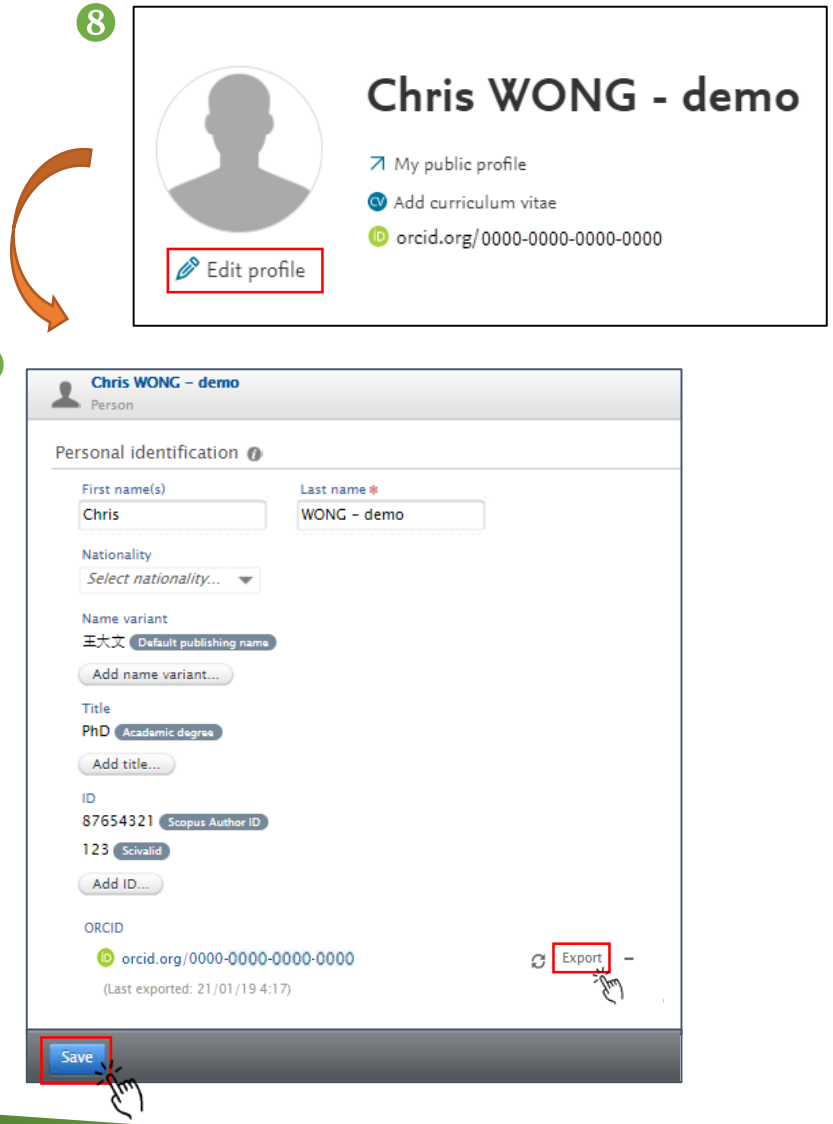
© 2019 RSSC, CityU Run Run Shaw Library. All Rights Reserved.

Reporting your existing ORCID iD via CityU Scholars

8. Click “Edit profile” to open the pop-up window again

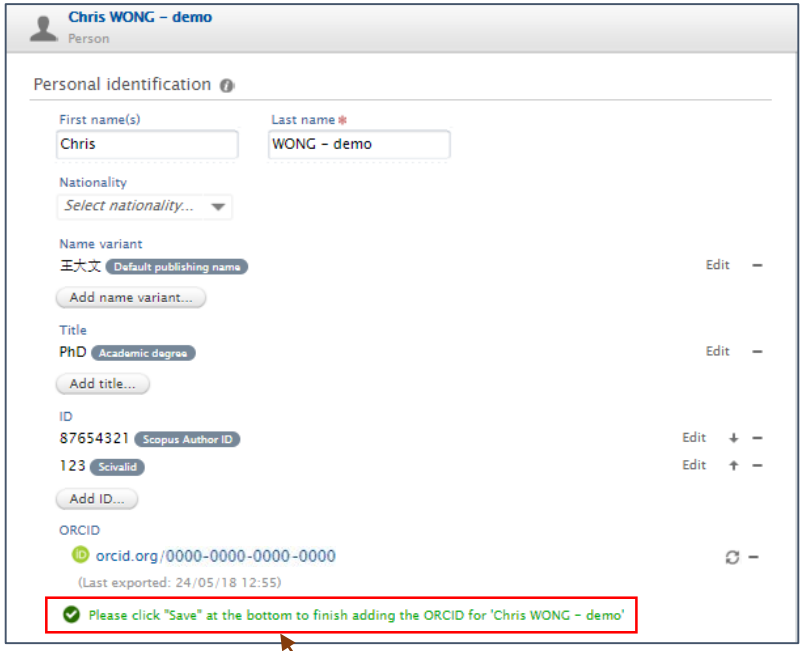
9. Click “Export” under the ORCID section to activate the synchronization of CityU Scholars & ORCID

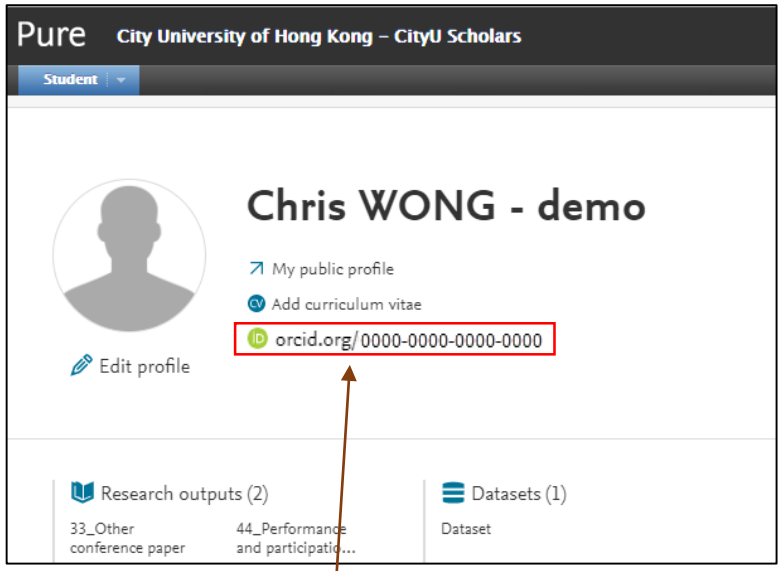
10. Then click Save again before closing the window



© 2019 RSSC, CityU Run Run Shaw Library. All Rights Reserved.

CityU Scholars & ORCID Integration **Completed**





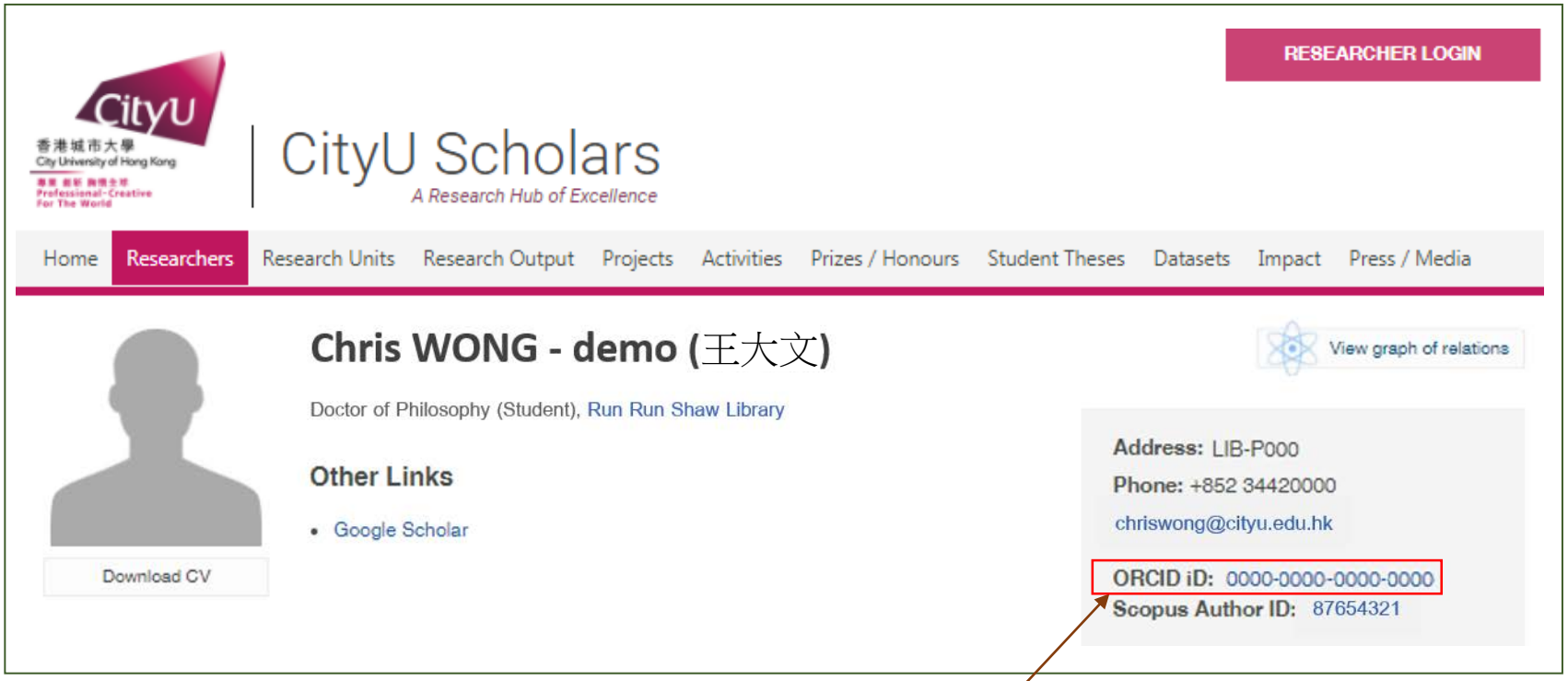
The message “Please click ‘Save’ at the bottom to finish adding the ORCID for [Your name]” will appear only once after integration

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

© 2019 RSSC, CityU Run Run Shaw Library. All Rights Reserved.

Changes in CityU Scholars profile after integration



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

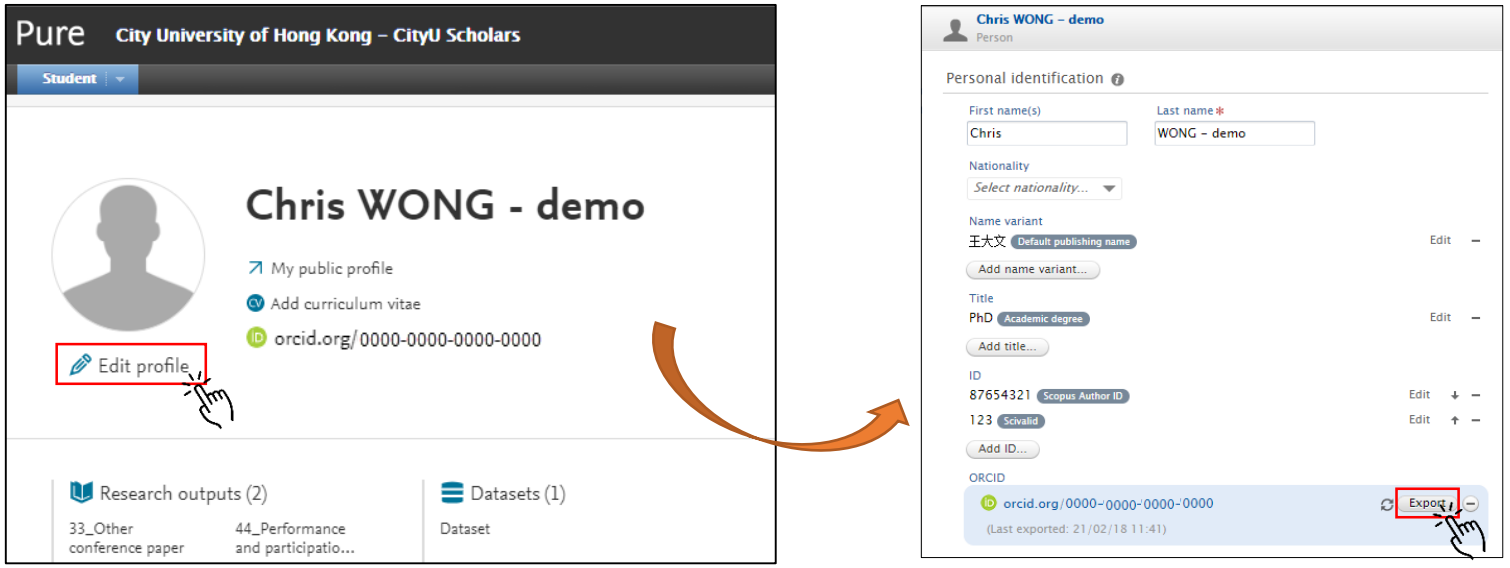
© 2019 RSSC, CityU Run Run Shaw Library. All Rights Reserved.

What will happen after the integration?

Your validated research output records in CityU Scholars:

a) Will be exported to your ORCID account immediately when you have completed your CityU Scholars and ORCID integration and **clicked the "Export" button**

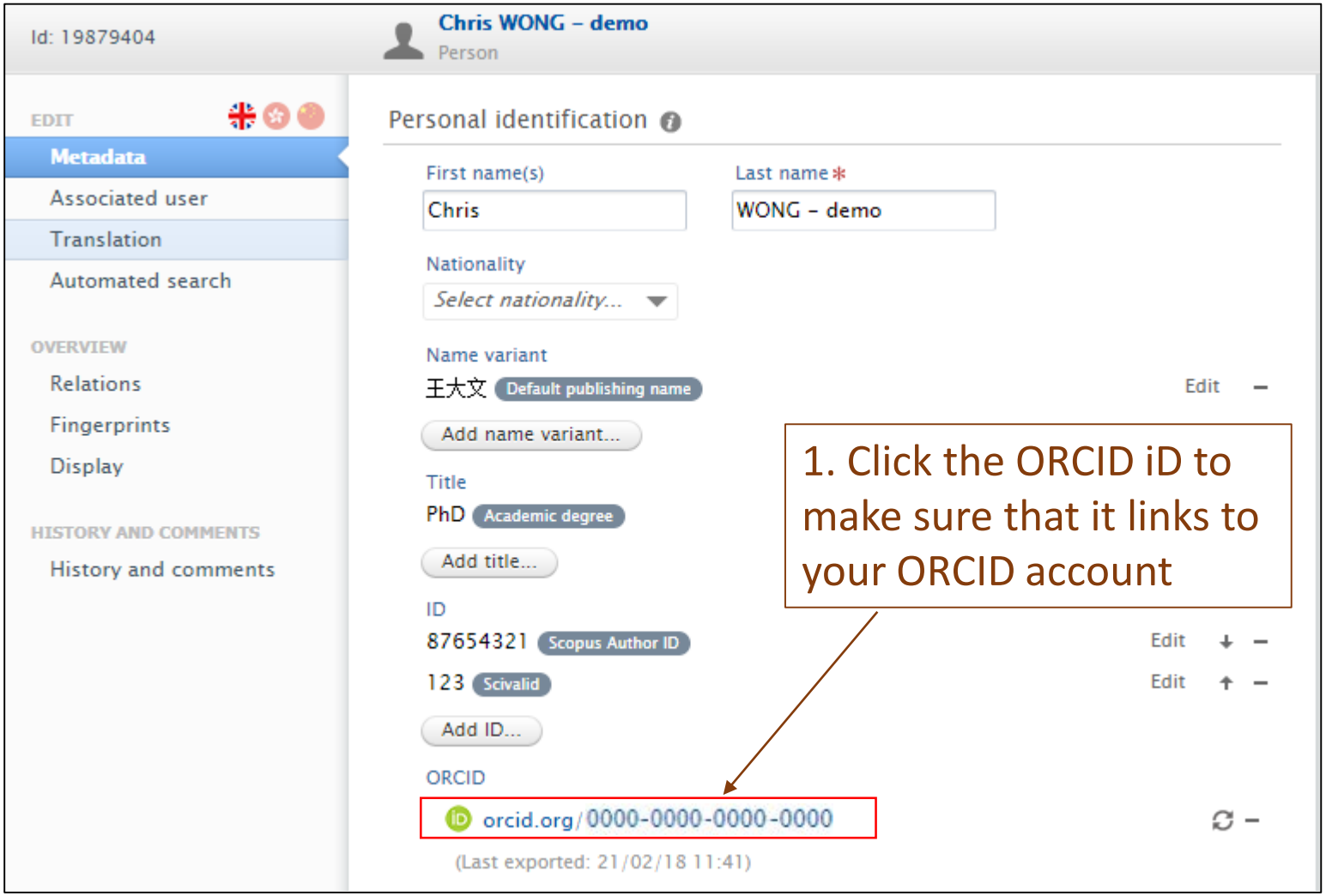
b) Will be automatically exported from CityU Scholars to ORCID on a daily basis (you may manually trigger this at any time by clicking "Export")



NOTE: Records in ORCID cannot be exported into CityU Scholars

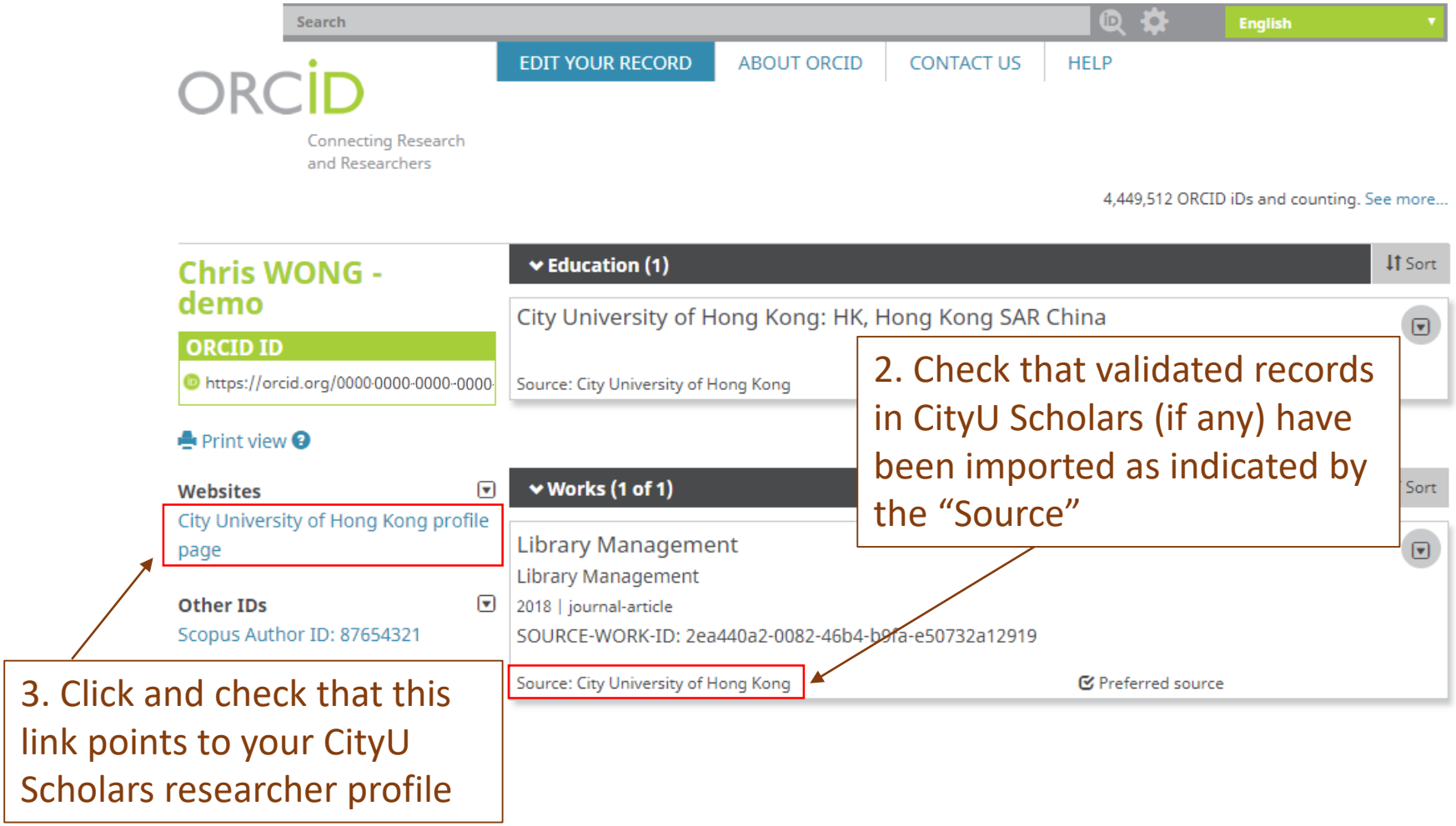
© 2019 RSSC, CityU Run Run Shaw Library. All Rights Reserved.

Things to check after integration



© 2019 RSSC, CityU Run Run Shaw Library. All Rights Reserved.

Things to check after integration



© 2019 RSSC, CityU Run Run Shaw Library. All Rights Reserved.

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/exercise-rpg#Part 2