

Instructions for setting up and using ORCID and ResearcherID

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Home

The person of the researcher and information about his/her research is found in different contexts and databases with different missions, completeness and quality of data, data format - journal/non-journal publisher databases, employer databases, funder databases, national bibliographic databases, etc. It is very difficult to maintain up-to-date and complete information in all contexts. Very often in a scientific environment, it is necessary to search and provide lists of publications. In terms of the traceability of this data on an individual, we face problems. Searching by name on Web of Science or Scopus may not return a complete list of publications, as names may appear in different variations (especially in the case of special characters such as "umlaut"), there are name changes or matches, and verification by affiliation is also unreliable due to changes in location (Figure 1). Also, an author may not only publish in journals indexed in major international databases; these other texts are stored, for example, in repositories and on websites without indexing. This usually makes it difficult to find all the publications of the author, which not only causes problems for the scientist himself, but also complicates various analytical processes, for example for the evaluation of science or academic qualifications. Establishing a digital identifier will ensure permanent and unambiguous identification of the scientist across many different systems, linking education, affiliations, publications and other data to the person. The identifier can then be linked to the various web platforms with which it shares stored information. There is then no need to repeatedly fill in this information for different purposes. Last but not least, the identifier allows easy monitoring of basic bibliometric indicators. Finally, it is important to mention that unique identifiers are also a tool to increase the overall interoperability and traceability of scientific results and thus fit into the overall development of Open Science.

Figure 1

Ventura N, Ventura S, Veras PS, Verdier M, Vertessy BG, Viale A, Vidal M, Vieira H, Vierstra RD, Vigneswaran N, Vii N, Vila M, Villar M, Villar VH, Villarroya J, Vindis C, Viola G, Viscomi MT, Vitale G, Vogl DT, Voitsekhovskaja OV, von Haefen C, von Schwarzenberg K, Voth DE, Vouret-Craviari V, Vuori K, Vyas JM, Waeber C, Walker CL, Walker MJ, Walter J, Wan L, Wan X, Wang B, Wang C, Wang C, Wang C, Wang C, Wang C, Wang D, Wang F, Wang F, Wang G, Wang G, Wang G, Wang C, Wang C, Wang C, Wang C, Wang T, Wang HJ, Wang HD, Wang JJ, Wang J, Wang J, Wang M, Wang MQ, Wang PY, Wang P, Wang S, Wang S, Wang T, Wang X, Wang X, Wang Y, Wang Y, Wang Y, Wang Y, Wang Y, Wang Y, Wang Z, Wang Z, Wang C, Ward C, Wart C, Wartnes G, Watada H, Watanabe Y, Watase K, Weaver TE, Weekes CD, Wei J, Weihl CC, Weihl CC, Weihd G, Weis SN, Wen L, Wen X, Wen Y, Weetermann B, Wevand CM, White AR, White E, Whitton JL, Whitworth AJ, Wiels J, Wild F, Wildenberg ME, Wileman T, Wilkinson S, Wilkinson S, Wilkinson K, Williams K, Williamson

	Variant 1	Variant 2	Variant 3
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Transliteration	王悦	Wang, Y	
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Initials	Wemans, Andre	Wemans, ADV	Wemans, A
Name change	Petre, Camelia	Stanciu, Camelia	Camelia, Stanciu
Database	VANRAAN, AFJ	VanRaan, AFJ	Van Raan, AFJ

According to Wolfgang Glänzel.

1. ORCID

ORCID (Open Researcher and Contributor ID) is a web-based profile that uniquely identifies a person globally and links them to key aspects of their career (studies, jobs, projects, publications, etc.). Once the profile is created, a unique 16-digit code is generated. This code is then used by the scientist as his/her unique identification for various purposes. The immense advantage of ORCID is its unmistakability, its interconnectivity with social networks, databases (WoS, Scopus), citation managers and other scientific identifiers (ResearcherID). The advantage of ORCID is also used by some publishers - for example, PLoS One requires ORCID for corresponding authors - and by some funders, who require ORCID when submitting a project. ORCID is also planned for implementation in the R&D&I IS in the long term. The inclusion of the ORCID on publications automatically links and displays them on your profile (only for some publishers)¹.

The ORCID service is independent. It is managed by the international non-profit organisation ORCID (https://orcid.org), which brings together research organisations, publishers, grant agencies and other institutions (currently over 1100 member institutions worldwide and 21 national consortia). ORCID is now a well-established part of the international digital infrastructure supporting science and research. Registration in ORCID is free and open to anyone; by early 2021, 8 million researchers were registered in the system and 10.8 million ORCID identifiers had been allocated.

The ORCID is a 16-digit number consisting of four quadruple numbers separated by a hyphen, e.g. 0000-0001-2345-6789. The assigned ORCID is most commonly written in the form http URI http://orcid.org/0000-0001-2345-6789.

How do I find out if I have an ORCID already assigned? If you are not sure if you have been assigned an ORCID at some point in the past, try searching for your ORCID record by entering your first and last name (usually including the accents) into the search form at <u>https://orcid.org/orcid-search/search</u>

Answers to frequently asked questions about ORCID can be found at <u>https://info.orcid.org/researcher-faq/#easy-faq- 4999</u>

Instructions for setting up ORCID

Setting up ORCID is very simple and intuitive.

- 1) Visit orcid.org.
- 2) Register.

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3) Once the profile is complete, fill in information about yourself, your career, and weigh your ORCID against other identifiers (ResearcherID) and citation managers (such as Mendeley) that allow you to track the readership and response of your work. It is also possible to add educational qualifications or grants received (but this is not compulsory). ¹ List of publishers requiring ORCID: https://orcid.org/content/requiring-orcid-publication-workflows-open-letter



4) Create your publication list.

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	6)	Add manually - manual filling of the data on				
		publication.				

5) Be sure to update your ORCID regularly and include your ORCID as part of your author credentials when submitting articles for publication, project proposals for assessment/funding, peer review and other academic activities requiring (globally) unambiguous identification of authors.

2. ResearcherID

The identifier is part of Clarivate Analytics' Web of Science platform, specifically the Publons tool (Figure 2). Publons serves as a personal page through which an author can record and share review activity for scientific journals. With the implementation of the ResearcherID, Publons has become an enhanced "author card" with the ability to create publication lists, track basic bibliometric indicators (citations, h-index) and create CVs (Figure 3). As part of the Web of Science platform, it is increasingly useful for disciplines and authors who publish in Web of Science-indexed sources.

By creating a profile in Publons, obtaining a Researcher ID and filling in publications in the profile, the ResearcherID number is paired with publications on Web of Science (daily) and InCites (monthly). Subsequently, publications can be searched uniquely based on the ResearcherID without the risk of errors and limitations in searching by author name.

Figure 2



Figure 3



Instructions for creating a ResearcherID (Publons, Web of Science platform)

- 1) Visit <u>publons.com</u>.
- Register. If you already have a Web of Science account, there is no need to register again, just log in. A Web of Science account is common to all components of the platform (InCites, Publons, Journal Citation Reports, etc.).
- 3) After creating an account/logging in, fill in/update your personal information in the Settings/Profile, Affiliations section.



4) Fill in the details of your publications. This step will allow you to track and share basic bibliometric indicators for your publications (in the Public profile section).

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Importing publications is done via the "Import publications" button. If you have already created an ORCID and have complete publication data in it, you can easily synchronize publications between ORCID and ResearcherID. The interface also allows you to import publications directly from WoS (based on name) and automatically authorize the proposed publications in a second step (sort out inappropriate proposals). Another option is to import by DOI and import a list of publications from a text file in RIS or Bibtex bibliographic format. The tool allows you to upload both publications on WoS and publications outside this database. For publications indexed on WoS, Publons calculates basic metrics (citations, h-index, but also alternative metrics - number of social media responses, etc.) on the Public profile / Metrics page (Figure 3).

5) Remember to update your Publons profile regularly and include your Researcher ID as part of your author details when submitting articles for publication.

3. Inserting identifiers into the MU IS

Once you have the identifiers established, you need to enter them into the information system, where they will be automatically linked to your profile. You can enter the identifiers from the Publications tab.

	MUNI	k₂ ★ ρ EN Ing. Monika Kuchi	el Sieberová, učo 137219 🔱
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	Sandra Marièt Beckerman. Corded Ware Coastal Communities: Using Ceramic Analysis to Reconstruct Thir Millennium bc Societies in the Netherlands (Leiden: Sidestone Press, 2015, 311 pp., 38 b/w and colour illus	d Jak pracovat s RIV tr., 30 tables,	

On the following page you can add different identifiers:

- IS R&Dal vedidk;
- ORCID;
- Researcher ID;
- Scopus ID.

You can add any of the identifiers listed to your profile. In case you have duplicate identifiers, designate a main profile and delete the other one. Below is the procedure for inserting an ORCID. The other identifiers are inserted similarly.

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	Kontakt a podpora uživatelů: Mgr. Michal Petr, IS VaVal vedidk Systémový identifikátor, který je Informačním	Odbor výzkumu RMU, petr@rect.muni.cz. systémem VaVal přidělen automaticky.	Více •	Expand here.		
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4. FAQ

1) As an author, I have dual affiliations to different universities. Which affiliation should I indicate in my profile?

The ORCID and Researcher ID profiles allow you to list multiple employers (affiliations), so it is possible to list multiple relevant ones.

2) As an author I am employed at several HS of Masaryk University. Which HS should I list?

The profile within ORCID and Reasercher ID allows you to list multiple jobs (affiliations), so it is possible to list affiliations to two different departments within Masaryk University.

3) I need help

If you need advice on setting up an ORCID, please do not hesitate to contact the Open Science Methodologist at your Farm Centre. Their list is available here: <u>openscience.muni.cz/support-for-researchers</u>.