

Importing publications from Scopus to ORCID

What will this achieve?

- Your Scopus author ID and ORCID iD will be linked.
- Your Scopus publications will be imported into your ORCID record.
- Your multiple Scopus profiles/IDs will be merged.

Why are there multiple author IDs for one researcher in Scopus?

Scopus assigns a unique author ID and profile to each of the authors of the publications in its database. However, Scopus obtains author details from publishers. If a researcher has published under variant names, has been associated with a different academic institution for some publications, or has published with different publishers, it is possible that multiple author IDs have been created. When that happens, researchers need to request Scopus merge their IDs and profiles so that all their publications can be correctly attributed to a single profile/ID and the metrics accurately calculated.

Will Scopus automatically update my publications in ORCID?

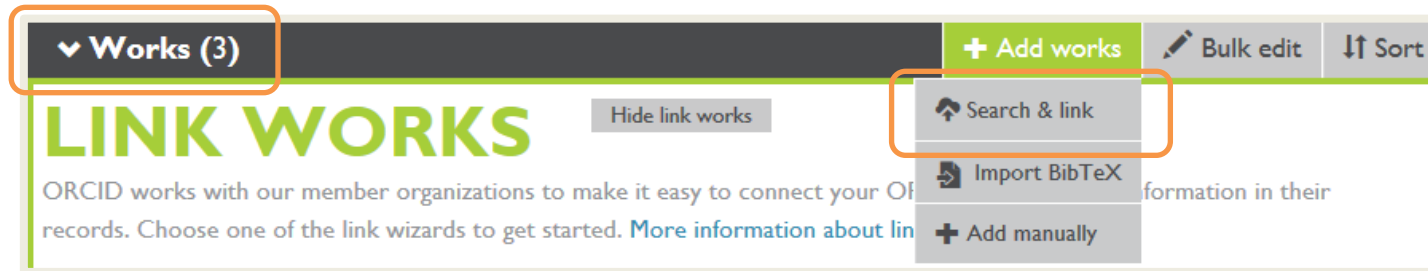
This functionality will be released soon, but right now, you will need to do a periodic search.

What else do I need to do?

Embed your ORCID iD when you submit your manuscripts to publishers so that your future publications in Scopus will be correctly attributed to you.

Start Page

On the landing page after you have signed in, find the section on Works. Click Add works >> Search & link.



A list of trusted organisations will be displayed. Select **Scopus to ORCID** to go to the connect page.

Scopus to ORCID ⓘ
has asked for the following access to your ORCID Record

- Update your works
- Read your ORCID record
- Add works
- Add a person identifier

Allow this permission until I revoke it.
You may revoke permissions on your account settings page. Unchecking this box will grant permission this time only.

This application will not be able to see your ORCID password, or other private info in your ORCID Record. [Privacy Policy](#).

Deny Authorize

Check to see what you are granting Scopus access to.
Allow permission box is ticked by default. *(If you de-select it, permission is granted this time only. Next time you search, this page will be displayed again.)*
Click Authorise. *(If you deny, you will not be able to link Scopus to ORCID.)*

Step 1: Select profiles

Author profiles that match your name will be retrieved. If you have more than one profile, choose them all.



Select your Scopus profiles

Please select all profiles that contain publications authored by you and click the next button to continue.

You searched for: Authname: XXXXXXXX | edit | Sort by: Relevancy

All <input type="checkbox"/>	Authors	Documents	Subject area	Affiliation	City	Country
1	<input type="checkbox"/>	XXXXX				
2	<input type="checkbox"/>	XXXXX				

[Show recent documents](#) | back | **Next**

a. Tick those that are yours.

b. If unsure, click here to see the documents associated with the profile.


c. Click **Next**.

Step 2: Select preferred profile name

1 | [Select profiles](#) | **2 | Select profile name** | 3 | Review publications | 4 | Review profile | 5 | Send Author ID | 6 | Send publications

Select the preferred profile name

Please select the preferred name for the Scopus profile.

Profile name 

[back](#) | **Next**

a. A default name will appear. If you have more than one Scopus profile, you can click on the arrow for more name options. Click on the preferred name.

b. Once you have selected a preferred name, click **Next**.

Step 3: Review publications

1 | [Select profiles](#) | 2 | [Select profile name](#) | **3 | Review publications** | 4 | Review profile | 5 | Send Author ID | 6 | Send publications

Review your authored publications

Please indicate below which of the 193 publications are authored by you.

Sort by

<input type="checkbox"/>	<input checked="" type="checkbox"/>	Document Title	Author(s)	Date	Source Title
<input type="checkbox"/>	<input checked="" type="checkbox"/>	XXXXX			
<input type="checkbox"/>	<input checked="" type="checkbox"/>	XXXXX			

| [back](#) |

a. By default, all publications are selected. Click **X** to remove those that are not yours.

b. At the bottom of the page, you can search for any publications that are not in the list (explained in **the next page**).

c. Click **Next** if you have found all your documents (continue to **Step 4**).

Search for missing documents

Look up the documents that are not listed by using the form below. Please be aware that Scopus at the moment and therefore will not be shown.

Article title:
E.g., "heart attack" AND stress

Search

a. Enter your search words

- Words entered are searched as a **phrase**.
- **DO NOT** use Boolean operators (AND, OR).
- Double quotation marks are **NOT** required.

Note: Ignore the example given under the box – if you follow the example, you will not retrieve anything.

b. Click **Search** to retrieve matching documents.

For every document in this list please select the author you claim to be.

Set author sequence

Document	Author(s)
XXXXX	<input type="radio"/> I am not in the list
XXXXX	<input type="radio"/> XXXXX 1
XXXXX	<input checked="" type="radio"/> XXXXX 2

c. Claim the documents by selecting your name.

d. Click **Set author sequence**. This will add the documents to your list.

Step 4: Review profile

1 | [Select profiles](#) | 2 | [Select profile name](#) | 3 | [Review publications](#) | **4 | Review profile** | 5 | [Send Author ID](#) | 6 | [Send publications](#)

Review the Scopus profile

Please review the information below to ensure that the data to be sent to ORCID is correct.

Profile: XXXXX

1. XXXXX
2. XXXXX
3. XXXXX

If all your publications are in the list, click **Next**.
If some are still missing, click **Back** to search again.

[back](#) | **Next**

Step 5: Send Scopus ID to ORCID

1 | [Select profiles](#) | 2 | [Select profile name](#) | 3 | [Review publications](#) | 4 | [Review profile](#) | **5 | Send Author ID** | 6 | [Send publications](#)

Send the Scopus ID to ORCID

Thank you for checking your profile. Your Scopus ID is now ready to be sent to ORCID.

a. Enter your University of Auckland email.

E-mail*

Please enter your institutional or professional email address (e.g. name@university.edu).

b. Click **Send Author ID** to authorise data transfer between ORCID and Scopus.

[back](#) | **Send Author ID**

Step 6: Send Scopus publications to ORCID

The screenshot shows a progress bar at the top with six steps: 1| Select profiles, 2| Select profile name, 3| Review publications, 4| Review profile, 5| Send Author ID, and 6| Send publications. The sixth step is highlighted in blue. Below the progress bar, the heading "Scopus Author ID submitted" is followed by a message: "Your Author ID has been sent to ORCID. However, before we can send your publication list we must ask your permission. If you wish to send your list of publications to ORCID, please continue to the next step. Alternatively you can return to ORCID. The changes you made to your document list have been noted and will be submitted to Scopus as corrections. You will receive confirmation shortly." Below this message is a light blue box containing the text "Click **Send my publication list** to:" followed by two bullet points: "• Import your Scopus publications to your ORCID profile under Works." and "• Send data to Scopus for multiple Scopus author IDs (if any) to be merged." To the right of this box is a button labeled "Send my publication list", which is highlighted with an orange border.

Note:

- It can take up to **four weeks** for your Scopus profiles to be merged. You will be notified by email once this is done.
- If you have several profiles, the one that has the **most publications** will become your **final** profile.
- All your other institutional affiliations will remain, but not displayed in the final profile.

Need more help?

- Check with your Subject Librarian or log a job with the [Staff Service Centre](#), quoting "ORCID".