

Using ORCID to collect your publications and fundings

and to have them appear on your Unifr page !

Include your ORCID number when submitting a manuscript

Register on ORCID:
orcid.org

Oh look ! My paper just got accepted



Thanks to ORCID:

- Publications and research activities are correctly attributed to you
- Less form-filling burden: you enter data once, it is re-used often
- Easier connection with funders, publishers
- Plus all your data on ORCID is under your direct control



Link your ORCID number in myunifr

How to:
<https://www.unifr.ch/researcher/en/open-science/orcid/link-orcid.html>



Every new publication is automatically sent to ORCID and appears on your Unifr webpage !

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Forschung und Publikationen

- Books
- Conferences
- Journal articles

These publications systems are connected to ORCID

ArXiv	DOI
CAB abstracts	ISNI
Clarivate	Loop
CrossRef	Publons
DataCite (Figshare)	PubMed
DBPL	SCOPUS-Elsevier
DimensionsWizards	SSRN
DNB	

These organisations accept ORCID identifiers

SNSF
H2020
PubFacts
ProQuest
Impactstory
SciCV
Swiss edu-ID
Zenodo

ORCID can read bibtex files from these databases

EndNote
Mendeley
Citavi
Google Scholar Library
ReadCube
Zotero

Setting ORCID Record

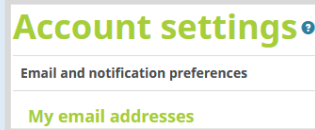
1- You control the **visibility settings** for each item in your record, publication, funding or review work.

There are three visibility settings:

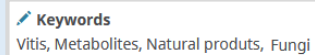


To enable other systems to update the profile it must be set everyone or trusted parties.

2- Set up the **primary Email @unifr.ch** and a private backup Email

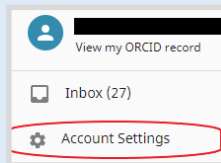


3- Add your research keywords

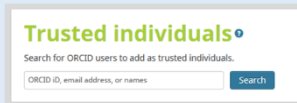


Delegate the management of your profile in ORCID

The management can be delegated to a **trusted person**.



In the section **“Trusted individual”** Find the person's account by entering their name, email or ORCID iD.



ORCID is Interoperable with institutions, funders, publishers.

Import your works by connecting your iD to another systems and link to information in their records.

Include your ORCID as you submit your manuscript.

The auto-update is triggered when the **researcher submits an article to a journal.**

Create an ORCID iD record

To create a record go to orcid.org and click on register now. It takes a minute to obtain your ORCID iD.



Automatic update on your unifr webpage

Unifr recommends that researchers **register their ORCID in "MyUnifr"**. This enables a list of **your works to be automatically updated and displayed on your web page** in the directory of the University under Research and Publications.

1- Link your ORCID to MyUnifr and your webpage

In the page <https://my.unifr.ch/informations-personnelles>

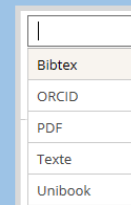
- Enter the ORCID alphanumeric code (4x4 characters) in the appropriate box under your name.



2-Link your works via ORCID to Unifr directory

- Scroll down to **Mes recherches, Publications et Engagements** (My Research, Publications and Commitments) and follow the procedure in **Ajouter une liste** (Add a List).

- In **Type de contenu / Inhaltstyp** select **ORCID**



3-Select the display format

Select one of three formats in which the references will be displayed **“Format Présentation” / “Präsentationsformat”**

4- Display your works

Select **Tous / Alle** or **A définir/zu definieren**

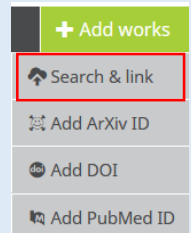


Upload your previous publications

1- Import works from another systems

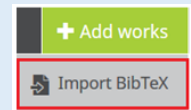
Via the section **Works**, **+Add works** then **+Add ArXiv ID / +Add DOI / +Add PubMed ID / etc...**, Add work using an identifier : DOI (Crossref, DataCite), ArXiv ID, PubMed ID.

ORCID can connect to other information systems and automatically import all your publications, for examples: Scopus, ISNI, EuroPMC.



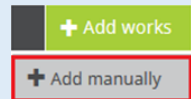
2- Import works from a BibTeX file

ORCID allows to import records from **BibTeX files (.bib)** to integrate the references into the profile. BibTeX file can be exported from **Google Scholar** and citation management tools such as **EndNote, Mendeley, Zotero, Citavi, etc...**



3- Add works manually

To add a work by hand, click on **"Add work"**, then on **"Add manually"**, a box will appear enabling you to complete for a manual work quotation.



Add your grants and fundings

Importing your awarded grants is easy. Via **Funding ,+Add funding**. You can link to **"DimensionsWizard"**. Dimensions's integrated, continuously-updated data includes grants from over fifty funders in your ORCID record.