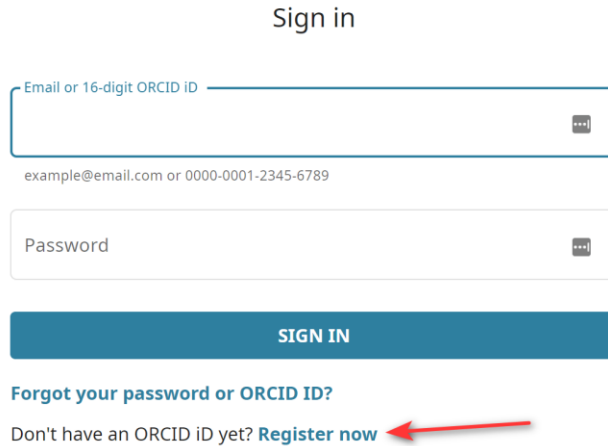# Getting an ORCID iD-adding works
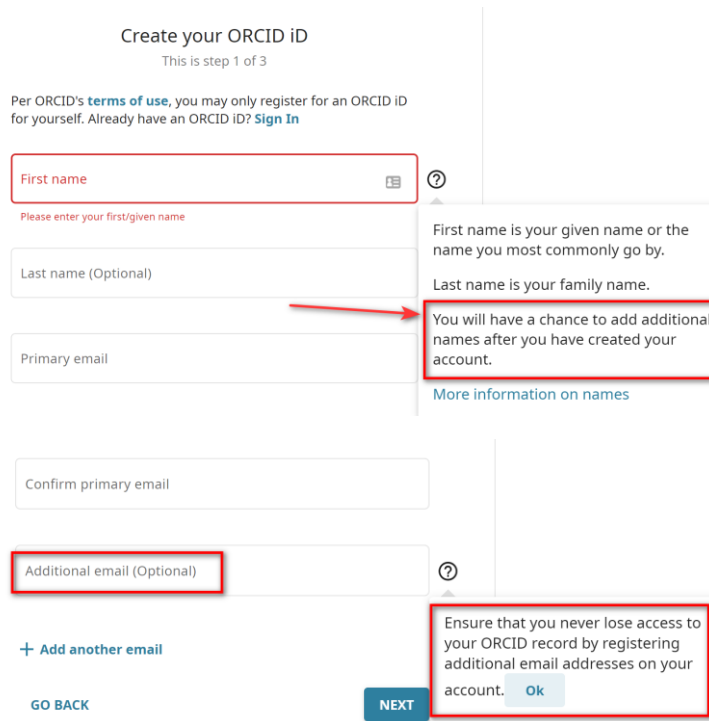
1. Visit orcid.org and select "Sign In/Register" link on the top right of the page

2. Select "Register Now" link

3. Complete the form with your information; Primary email-NU, Additional email-personal
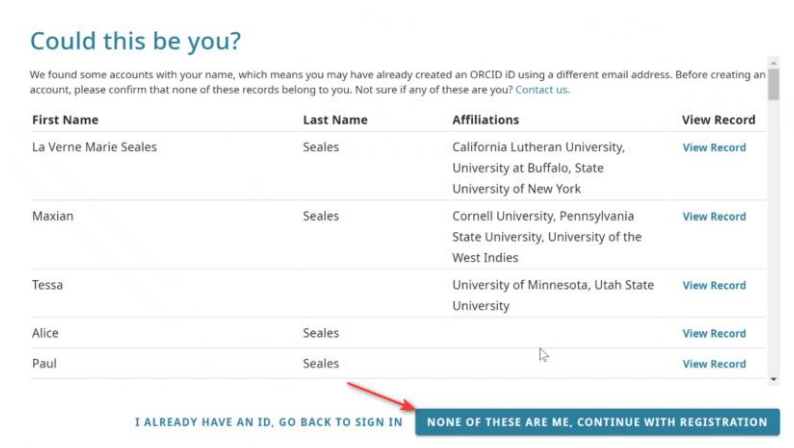

Getting Help
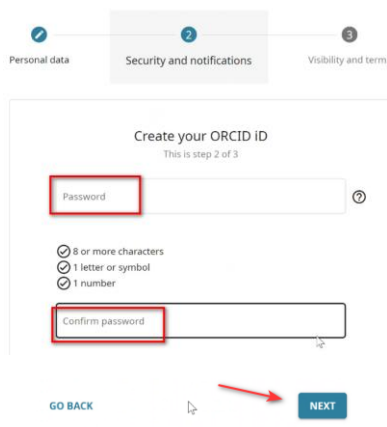**Support:** NU-RESHC@northeastern.edu
Grant Officer: https://research.northeastern.edu/nu-res/contact/

Last Updated: 9/28/2022
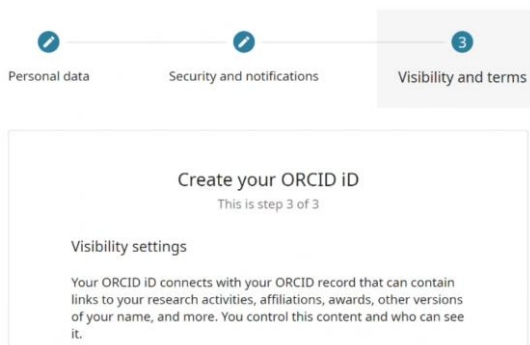
Northeastern University
Research Enterprise Services

4. ORCID will try and match your name with an existing profile; if you already have an ORCID iD, you do not need a new one; if you do not, select "None of these are me, continue with registration."

Could this be you?

We found some accounts with your name, which means you may have already created an ORCID iD using a different email address. Before creating an account, please confirm that none of these records belong to you. Not sure if any of these are you? Contact us.

First Name	Last Name	Affiliations	View Record
La Verne Marie Seales	Seales	California Lutheran University, University at Buffalo, State University of New York	View Record
Maxian	Seales	Cornell University, Pennsylvania State University, University of the West Indies	View Record
Tessa		University of Minnesota, Utah State University	View Record
Alice	Seales		View Record
Paul	Seales		View Record

I ALREADY HAVE AN ID, GO BACK TO SIGN IN   NONE OF THESE ARE ME, CONTINUE WITH REGISTRATION

5. Create a password, enter it in the fields, and select NEXT

① Personal data   ② Security and notifications   ③ Visibility and terms

Create your ORCID iD
This is step 2 of 3

Password ⑦

✓ 8 or more characters
✓ 1 letter or symbol
✓ 1 number

Confirm password

GO BACK   NEXT

6. Select your profiles visibility...by selecting "Everyone," your profile and works will be visible to other collaborators...you can change this at any time:

① Personal data   ② Security and notifications   ③ Visibility and terms

Create your ORCID iD
This is step 3 of 3

Visibility settings

Your ORCID iD connects with your ORCID record that can contain links to your research activities, affiliations, awards, other versions of your name, and more. You control this content and who can see it.

7. Select visibility, terms of use, "I'm not a robot," and Register

8. An email confirmation will be sent to the address specified in the first step

9. Once your email address is verified, your ORCID iD is created

Getting Help
Support: NU-RESHC@northeastern.edu
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Last Updated: 9/28/2022

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10. Works can be added to your profile in many ways:

    a. Add works by direct import from other systems - import links to your publications and other works to your ORCID record from other databases (e.g. PubMed, OSTI.gov, etc.)

        i. This is the recommended process because it reduces or eliminates errors, and enables a reliable connection between your ORCID iD and your works

    b. Add works using an identifier (e.g. DOI, ISBN, URL, ARK, or other resolvable identifier)

    c. Importing works from a BibTeX file

    d. Add works manually

11. As works are added to your profile, ORCID will indicate the source of the information: