

Creating or Linking an ORCID iD via eRA Commons

ORCID stands for Open Researcher and Contributor ID. It is a sixteen-digit permanent digital identifier that disambiguates authors with the same or similar names through integration of the ID in key research workflows such as manuscript and grant submission. The database of identifiers is maintained by non-profit, **ORCID.org**.

The below steps are also available as a video guide: https://era.nih.gov/files/ORCID-TwitterVideo/index.html

1. Navigate to <u>eRA Commons and Log in</u>	
2. Once logged in, click on the Personal Profile tab	U.S. Department of Health & Human Services Commons A program of the National Institutes of Health Home Admin Institution Profile Personal Profile Status
 Click the "Create or Connect your ORCID ID" link under your Profile and you will be routed to the ORCID site. 	Personal Profile Jane Austen Roles: PI - Principal Investigator IAR - IAR – Internet Assisted Review User- Assigned by an SRO (Scientific Review Officer) when a user will be involved in the peer review of applications. Person ID: 1234567 ORCID ID: Unavailable C Create or Connect your ORCID ID
4a. If you already have an ORCID ID: Click the "Sign In" link at the top of the page to log in.	CORCIDE Sign In Already have an ORCID ID? Sign In Productor's terms and conditions, you may only register for an ORCID ID for yourself. First name Kent Last name (Optione) Bodiy Fritt name is your given name. Last name is your family name. Primary email Primary email Additional email (Optione) More information on names
4b. If you do not have an ORCID ID: Proceed to register a new Account.	CORCID ID? Sign In Already have an ORCID ID? Sign In Per ORCID Primes are conditions, you may only register for an ORCID Prime Vourself. First name (Optional) First name is your given name or the name you most commonly go by. First name is your given name. Last name you will have a chance to add additional names after you have created your action. More information on names

 Once logged in or once your ORCID ID has been created, you will then be prompted to authorize NIH to access your personal ORCID profile (public information only). Click the "Authorize" Button. 	<section-header><image/><text><text><text><text><text><text><text><text><text><text></text></text></text></text></text></text></text></text></text></text></section-header>
 6. Now go back to your eRA Commons Personal profile (see steps 1 – 2) to ensure your ORCID ID is linked. Your personal profile should look similar to the screenshot on the right. If you are not a newly registering user and you <u>do not</u> need to update your ORCID profile information, skip the remaining steps. 	Personal Profile Capt KIRK JAMES TIBERIUS Roles: IAR - IAR – Internet Assisted Review User- Assigned by an SRO (Scientific Review Officer) when a user will be involved in the peer review of applications. PI - Principal Investigator Person ID: 17010001
7a. If you are newly registering, before proceeding to step 7b, you will need to verify your email address via the link sent to your email from support@verify.orcid.org	Look for verification email from support@verify.orcid.org
7b. Click the link to your ORCID profile in your eRA Commons Personal Profile and sign in or go to ORCID.org to sign directly.	Personal Profile Capt KIRK JAMES TIBERIUS Roles: IAR - IAR – Internet Assisted Review User- Assigned by an SRO (Scientific Review Officer) when a user will be involved in the peer review of applications. PI - Principal Investigator Person ID: 17010001 Terms ID: 1701001 Terms ID:
8a. Back in your ORCID profile, complete/update your Biography information. Start by clicking the "Add" button for each category (Employment, Education and qualifications, etc.)	Biography C
 8b. Once the Add button is clicked, fill out your information in the popup window and click the "Add to list" button to save your work. Complete this for all the categories under the biography section. 9 And that's it you're done! 	ADD EMPLOYMENT Grantation* Add dispatrones Add dispatrones Org* Add startifie Add startifiespoin Add startifiespoin Add startifiespoin Add startifiespoin Add startifiespoin Add startifiespoin Add startifies Select a country Def des lieve black of unreal Use ~ Mon • Day • End start of Day • End