ORCiD and Scopus Author ID

Checking your Author ID, attributing publications correctly and linking to ORCiD

Scopus automatically assigns you an Author ID if publications you have written are indexed in the database.

**Checking your profile on Scopus**


Once in Scopus, login using your personal Scopus (or Elsevier) username and password. If you do not already have a Scopus account, click ‘Create Account’ at the top of the screen, fill in your details and set up your password.

1. Click on **Author search**, enter your surname, and first name (or initials), then click the **Search** button.

2. Scan the list and click on the name to open your Author Details.

   **Note:** If you have more than one entry for your own name, click **Request to merge authors** to get them combined into one profile.

To request corrections to any inaccuracies or provide any further feedback to Scopus, click the **contact us** link at the bottom of the page. Updates will be actioned within approximately 4 weeks.
**Linking Scopus publications to your ORCiD record**

The Scopus/ORCiD Wizard will transfer your Scopus Author ID information to your ORCiD record. It allows you to merge several profiles into one preferred profile, add missing articles, or remove articles that were not authored by you.

In the Author Details page in Scopus click **Connect to ORCID**, then click **Authorise**.

Note: You can also go directly to [http://ORCiD.scopusfeedback.com](http://ORCiD.scopusfeedback.com) and click on **Start** to run the Wizard.

(If you are not logged in to ORCiD, you may be taken to the ORCiD login screen)

Either step will take you to the Scopus/ORCID Wizard where you can follow the steps to complete the process.

When asked to enter your institutional email address, ensure you enter your Monash University email.

Upon completing the steps and authorising articles attributed to you to be sent to ORCiD, you may receive a verification email. Follow the instructions in the email.

**Setting up Alerts in Scopus**

One way to keep your profile up-to-date is to set up an **alert** for new items as they are added to Scopus or as they are cited by others.

To set up an **alert** you must login to Scopus using your personal Scopus (or Elsevier) username and password.

Click **Author search** and search for your name.

Click on your name to open your profile.

Click on **Set citation alert** or **Set document alert**.

Enter your specifications and click **Save**.