

# Export your outputs to ORCID



## 1. Users who do not have an ORCID

If you have not already registered with ORCID to generate your own unique ID learn more at <https://www.uhi.ac.uk/en/research-enterprise/resource/orcid/> or go straight to generation at <http://orcid.org/>.

Once you have your ORCID you need to add it to PURE – go to your personal overview screen and click the 'Edit profile' button, scroll down to 'Add existing ORCID' and add your new ID:

Personal identification ⓘ

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First name(s)  Last name \*

Gender \*  Date of birth  Nationality

Example: 21/10/2002

Name variant

Title

ID

ORCID

Profile photos

Links

Only add the set of 16 numbers, i.e. 0000-0002-8374-5968.

## 2. Users with ORCID ID already registered in Pure

To set up the export of content to ORCID, select 'Authorise export of content to ORCID' from the Personal overview screen or within the Person editor screen:

The screenshot shows the 'Personal overview' page for Josephine Bloggs. On the left is a navigation menu with items like 'Research output', 'Activities', 'Press clippings', etc. The main content area shows the user's profile with a photo and name. Below the name, the ORCID ID '0000-0001-7870-7370' is displayed and highlighted with an orange box. Below this, there are tabs for 'My research' and 'My profile'. The 'My research' tab is active, showing an 'Overview' section with 'Research output' counts: 5 total, 4 articles, and 1 conference paper. Below that, there are two tables: 'Research output network - persons' and 'Research output network - organisational units'. The 'persons' table lists Michael Aitken (4), Markus Henningsson (1), Andy Aitken (1), Claudia Prieto Vasquez (1), and Tobias Schaeffler (1). The 'organisational units' table lists Social Science & Public Policy (5), Psychology (4), Biomedical Engineering Department (1), Imaging and Biomedical Engineering Clinical Academic Group (1), and GSTT KCL BRC (1). A 'View graph of relations' button is at the bottom left.

The screenshot shows the 'Person editor' screen for Josephine Bloggs. The page title is 'Josephine Bloggs Person'. Below the title is the 'Personal identification' section. It contains several input fields: 'First name(s)' with 'Josephine', 'Last name\*' with 'Bloggs', 'Nationality' with a dropdown menu 'Select nationality...', 'Name variant' with an 'Add name variant...' button, and 'Title' with an 'Add title...' button. Below these is the 'ID' section, showing '55975120000' with a 'Scopus author ID' tag and an 'Edit' button. There is also an 'Add ID...' button. The 'ORCID' section shows the ID '0000-0001-7870-7370' with a lock icon and a minus sign. At the bottom, the 'Authorise export of content to ORCID' button is highlighted with an orange box.

The user is then directed to an information screen advising what content will be exported:

### Connect with your ORCID ID

You will now be directed to the ORCID site where you can generate your ORCID ID (if you don't already have one) and/or authorise the export of content (e.g. research outputs) from Pure to your ORCID record.

Upon set up, Pure will export the following content immediately, and then subsequently automatically update on a frequency determined by your Pure administrator:

- Institutional organisational affiliation
- Other personal identifiers (e.g. Scopus author ID, Researcher ID)
- Your Pure portal URL
- Your research outputs, where:
  - the publication state is either 'E-pub ahead of print' or 'Published'
  - the visibility of the record is 'Public - No restriction'
  - the workflow status is at least 'Created'

Note that whether portal URLs are exported depends on the local configuration, and the effective workflow status of outputs to be exported is as per the local configuration.

Upon selecting 'Proceed', the user is directed to the ORCID authorization screen.

# ORCID

## PURE

has asked for the following access to your ORCID Record

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Update your affiliations  
Update your biographical information  
Update your works  
Get your ORCID iD

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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](#).

Don't have an ORCID iD? [Register](#).

Email or iD

Password

[Forgotten password?](#)

Following the authorization, the user will be re-directed to their Person editor screen, where it will be confirmed that the authorization was successful and the content was exported.

(Note: 2 If a user has a significant amount of content being exported to ORCID (e.g. >300 outputs, such that the export takes more than 10 seconds), the timestamp for the last time the export was performed will not be displayed.)

Remember to **save** the record!

The screenshot shows the 'Person' editor interface for 'Josephine Bloggs'. The 'Personal identification' section includes fields for 'First name(s)' (Josephine) and 'Last name\*' (Bloggs). Below these are fields for 'Nationality' (a dropdown menu), 'Name variant' (with an 'Add name variant...' button), and 'Title' (with an 'Add title...' button). The 'ID' section shows a 'Scopus author ID' of 55975120000, with an 'Add ID...' button and an 'Edit' link. The 'ORCID' section shows an ORCID ID of 0000-0001-7870-7370, with a timestamp '(Last exported: 29/01/16 22:04)' and a refresh icon. A green checkmark indicates 'ORCID for 'Josephine Bloggs' applied.'

### 3. Export to ORCID following initial set-up

Following the initial set-up of the authorization to export content from Pure to ORCID, the user can initiate a manual export of content to ORCID from the Person editor screen.

This screenshot is identical to the previous one, but with an orange box highlighting the 'Export' button in the ORCID section. The 'Export' button is located to the right of the ORCID ID and the last export timestamp.

When this manual, 'on-demand' export of content is actioned, all content is re-exported to ORCID, regardless of when it was last updated.

Exports to ORCID will also run automatically, as per the frequency defined by the Pure Administrator via the settings for the “Update ORCID With Pure Data Job”. This automatic export to ORCID will only export content that has been modified since the last export (unless specifically overridden by the Pure Administrator).

#### 4. Editing content in ORCID

Users can add and edit content directly in ORCID, with the following items to note:

- The user can edit the privacy settings of individual items within ORCID. If these are changed directly in ORCID, these are respected and maintained with subsequent exports from Pure.
- Where duplicates exist (e.g. an output record already exists in ORCID and an output with the same identifier (e.g. DOI) is subsequently included in an export from Pure), ORCID deals with these by grouping them together, so the visual interface of the ORCID record does not display a duplicate. Works from the same source with the same identifier can not be added to a record (so duplicates within Pure won't be exported).
- The export to ORCID includes only outputs where Visibility = Public. However, where a user has restricted the visibility of the output record directly in ORCID and subsequently changes the visibility of the record in Pure to ≠ Public, the output will continue to appear in ORCID (with restricted visibility) as we cannot remove content in ORCID that the user has restricted access to.
- If a user deletes an output record directly in ORCID, the next time the individual's content is exported to ORCID the output will re-appear. The only way a user can 'remove' content from ORCID that is exported from Pure is to restrict its visibility directly in ORCID.
- A user can delete an 'Other ID' (e.g. Scopus author ID) exported from Pure directly in ORCID. However, the next time the individual's content is exported from Pure, the deleted ID will re-appear.

#### 5. Revoking authorization for Pure to export content to ORCID

If a user no longer wants to export their content from Pure to ORCID, they can revoke the authorization from within their ORCID account, under Account Settings.

The screenshot shows the ORCID account settings page for Josephine Bloggs. The page is divided into several sections:

- Account settings:** A list of settings with 'Edit' links:
  - Email and contact preferences
  - ORCID inbox notifications
  - Password
  - Privacy preferences
  - Security question
  - Close account (Close this ORCID record...)
- Trusted organizations:** A section explaining that users can allow permission for their ORCID Record to be updated by a trusted organisation. It includes a 'Find out more' link and a table of trusted organizations.
 

ORCID record	Approval date	Access type
PURE <a href="https://www.elsevier.com/solutions/pure">https://www.elsevier.com/solutions/pure</a>	2016-01-29	Update your affiliations Get your ORCID iD Update your biographical information Update your works

Following access being revoked, the next time an export is attempted (either 'on-demand' or via the Job), Pure will attempt the export but will be informed by ORCID that the authorization has been revoked. Pure will not attempt again (unless the User re-authorises the export of content from Pure to ORCID).