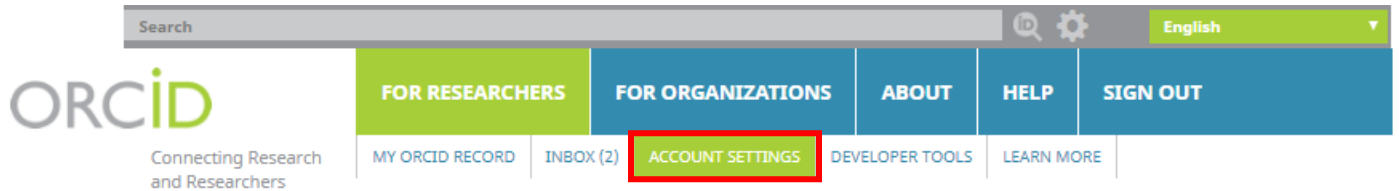


DELEGATING YOUR ORCID PERMISSIONS TO ANOTHER

1. Sign in to your ORCID account. Go to **Account Settings**.



2. Scroll down to **Trusted Individuals**. Search for ORCID users to add as trusted individuals. If you assign a person as a trusted individual, the person has permission to update your ORCID record on your behalf. The person must be an ORCID user.

Trusted individuals

Search for ORCID users to add as trusted individuals.

3. Search the designated person with her/his ORCID ID. Click **Search**

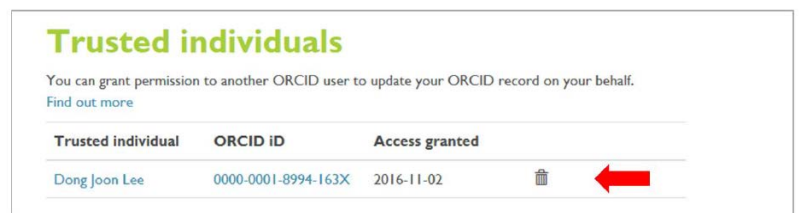
Search for ORCID users to add as trusted individuals.

4. Click **Add** to add the person as a trusted individual.

Search for ORCID users to add as trusted individuals.

ORCID record	ORCID ID	
Dong Joon Lee	0000-0001-8994-163X	<input type="button" value="Add"/>

5. Click **Add** to confirm adding the person as a trusted individual. Now John Doe has a trusted individual, Dong Joon Lee.



6. Dong Joon Lee is now able to manage John Doe's ORCID record. Click **Switch account**. Click **John Doe**. Dong Joon Lee is managing John Doe's record.

