MANAGING YOUR AUTHOR PROFILE

UT Southwestern Medical Center
Health Sciences Digital Library & Learning Center

Many article databases with author profiles now automatically calculate and display productivity statistics for each researcher, so it is beneficial to your professional image to be proactive in managing your profile. With so many researchers writing articles, it is sometimes difficult for these article databases to identify which articles belong to you. Your journal articles may be assigned to an author with a similar name or initials, or if you are affiliated with more than one school or organization, the journal article databases may set up separate profiles for each affiliation.

ORCID® provides a persistent digital identifier that distinguishes individual researchers. This ORCID identifier is integrated into some manuscript or grant submissions, researcher systems (such as MyNCBI's SciENcv), institutional repositories, and more. Once you have created your ORCID account, you can link your ORCID identifier to transfer citations from your MyNCBI account, Scopus and ResearcherID (the author identifier used by Clarivate Analytics for Web of Science).

There are three article databases you may consider monitoring: PubMed, Scopus and Web of Science. All of these databases may be reached from the Popular Links list on the Library home page.

PubMed is an important place to manage your articles because it is now connected to eRA Commons. To identify articles as yours:

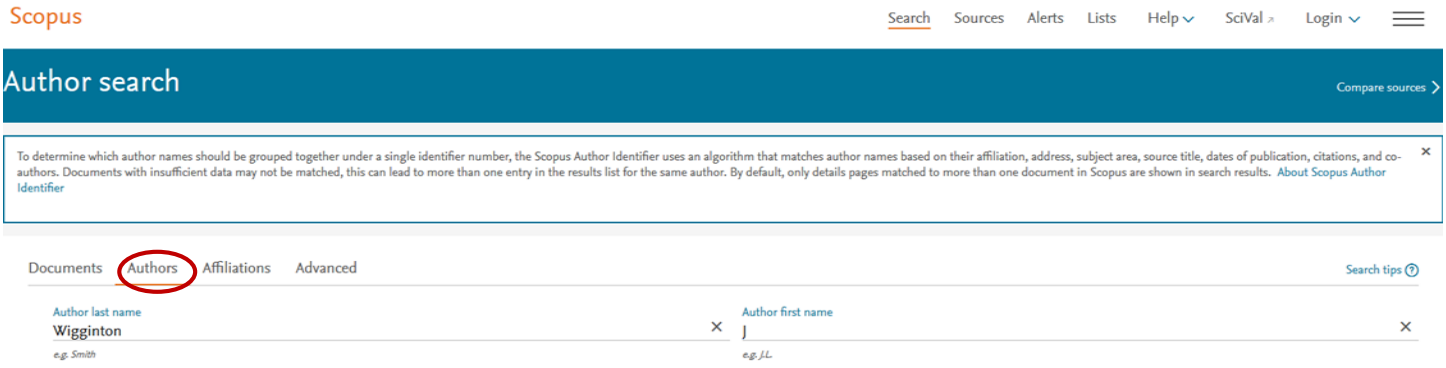
- Log in to **My NCBI** using your **eRA Commons login**.
- Use PubMed to search for your articles and send them to **My Bibliography**.
- Link your MyNCBI account to your ORCID identifier to send articles to your **My Bibliography** or **SciENcv Biosketches**.

An added benefit to saving your articles to My Bibliography is that it streamlines the process of making your articles compliant with the NIH Public Access Policy. Please use the **Managing NIH Public Access Compliance with My Bibliography** and **Linking eRA Commons with My NCBI** handouts on the Library website for information. More information on your MyNCBI account can be located in the **MyNCBI Help Manual**. PubMed does not currently offer author statistics or author profiles.

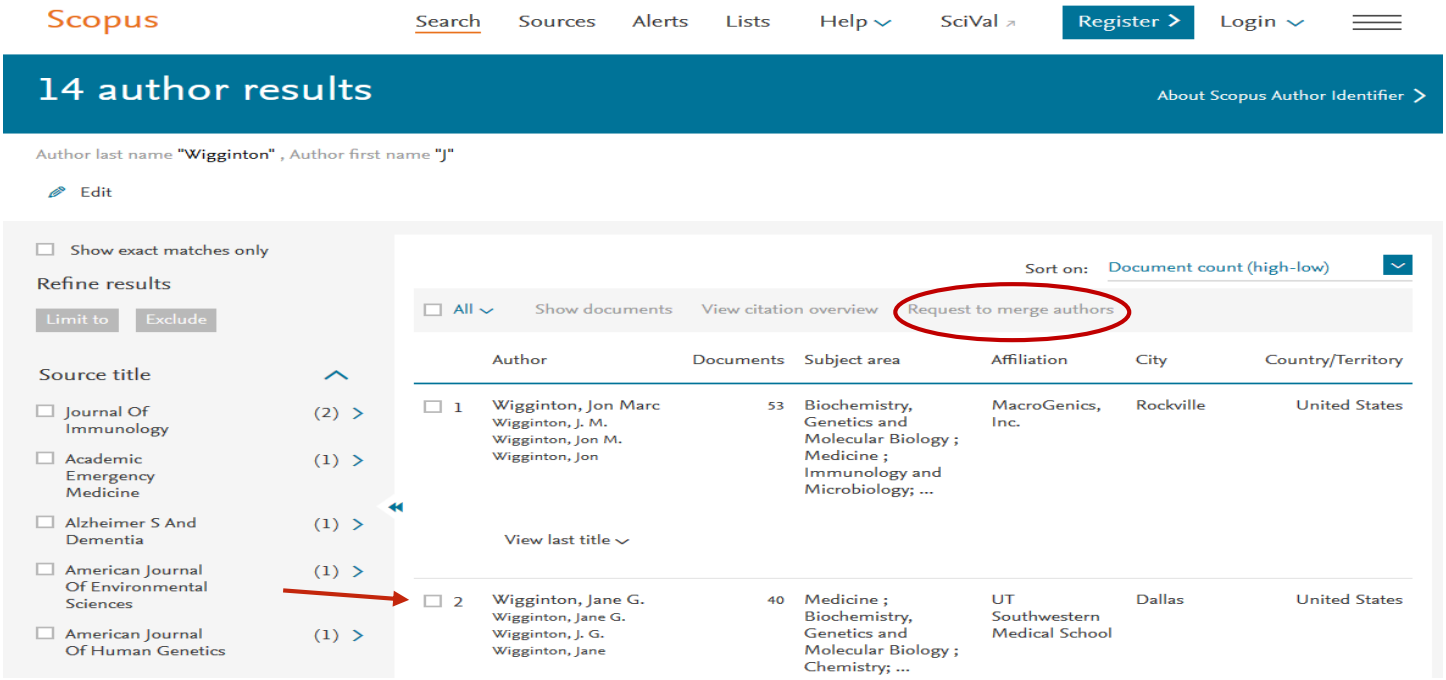
Scopus has the most detailed author profile system. It uses a computer algorithm to identify which articles belong to you. This means that it tends to set up a separate profile whenever it detects a slight variation in author or affiliation information.

To locate your profile:

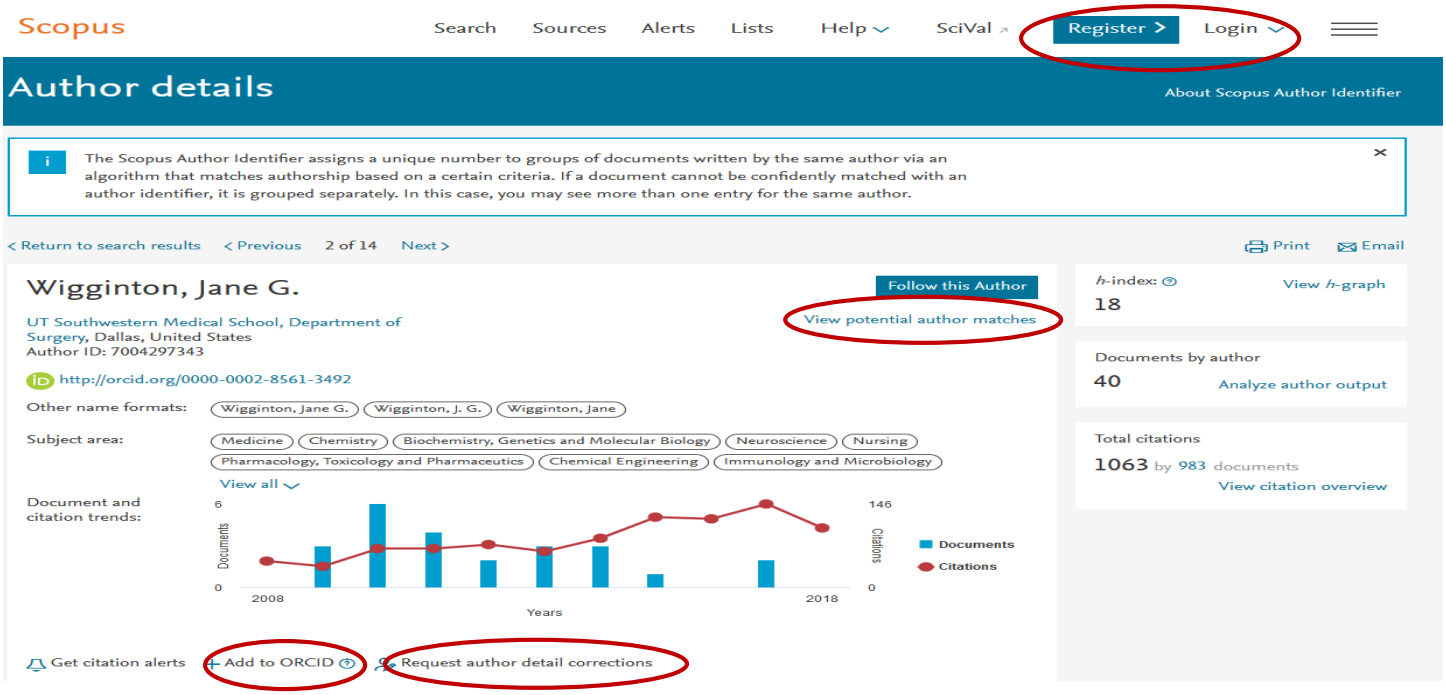
- Search for your name under the **Authors** search tab and choose the most likely result from the list.



- Examine the list of author results. If you are listed more than once, check the relevant set numbers then click on **Request to merge authors** to merge the records.



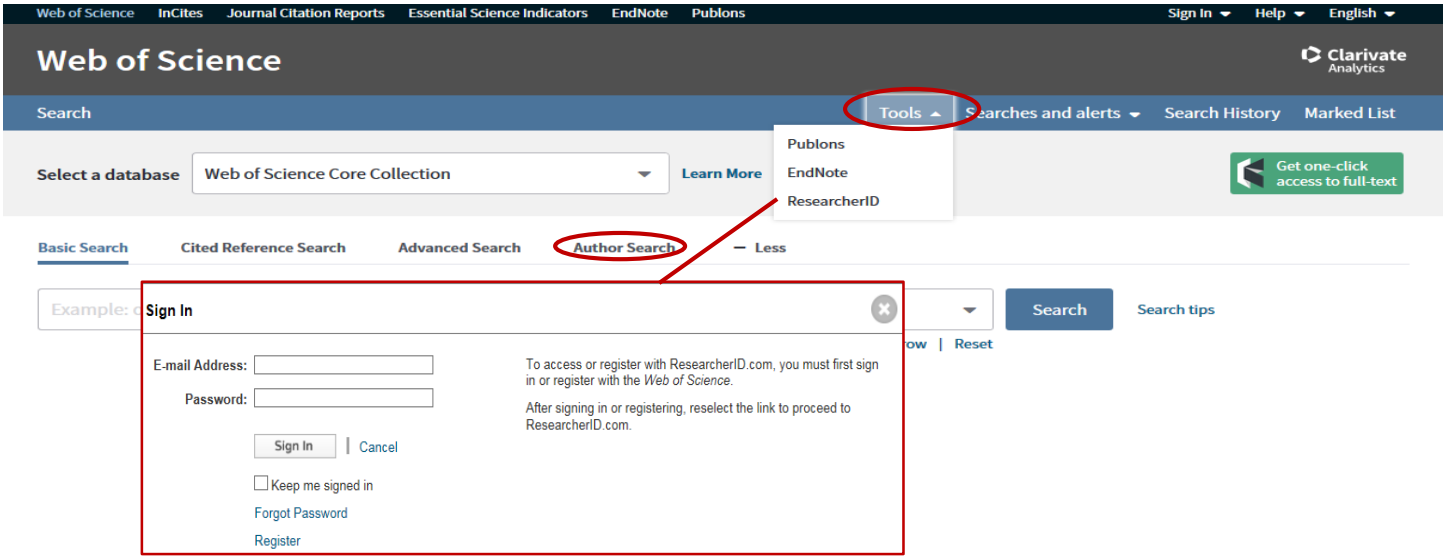
- Click on **your name** to examine the list of your articles in **Author Details**.
  - If it the article list is incomplete, click on **View potential author matches** to view additional most likely author entries.
- Click on **Request to merge with author** within the potential author matches list to request to merge the records.
- Click **Add to ORCID** to import your Scopus identifier and publications into ORCID.
- Within **Request author detail corrections** you can merge profiles, add and remove documents and update your affiliation. You must register for a Scopus account, then log in for this function.



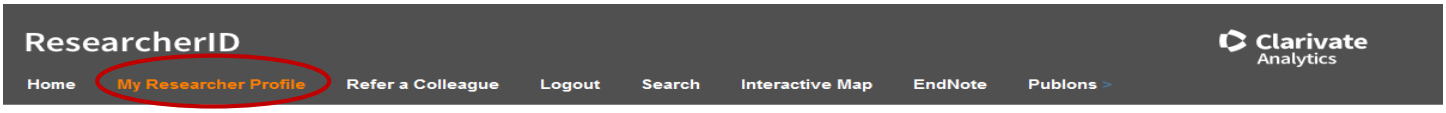
Web of Science asks authors to manage their Distinct Author Sets themselves through ResearcherID.com. Registering with ResearcherID will give you a unique author identification number that will be used by Clarivate Analytics products to differentiate your publications from those of authors with similar names. Unlike Scopus, which tries to collect information about you automatically, Web of Science wants you to enter information about your affiliation and research areas yourself. You are also asked to manually add your articles to your ResearcherID profile by either searching Web of Science or uploading an EndNote RIS file.

To locate possible author matches**:**

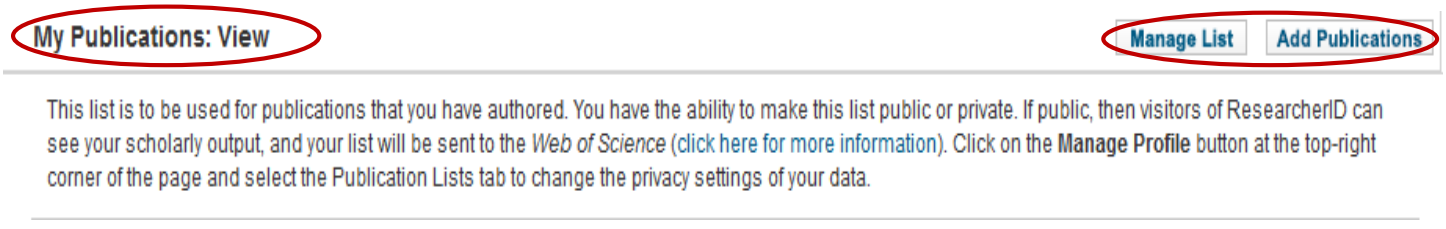
- Sign up for a ResearcherID account through the **My Tools** drop down link **in Web of Science**.
- Sign in with your ResearcherID login account by clicking on **ResearcherID** under the **My Tools** drop down or by going to **ResearcherID.com**



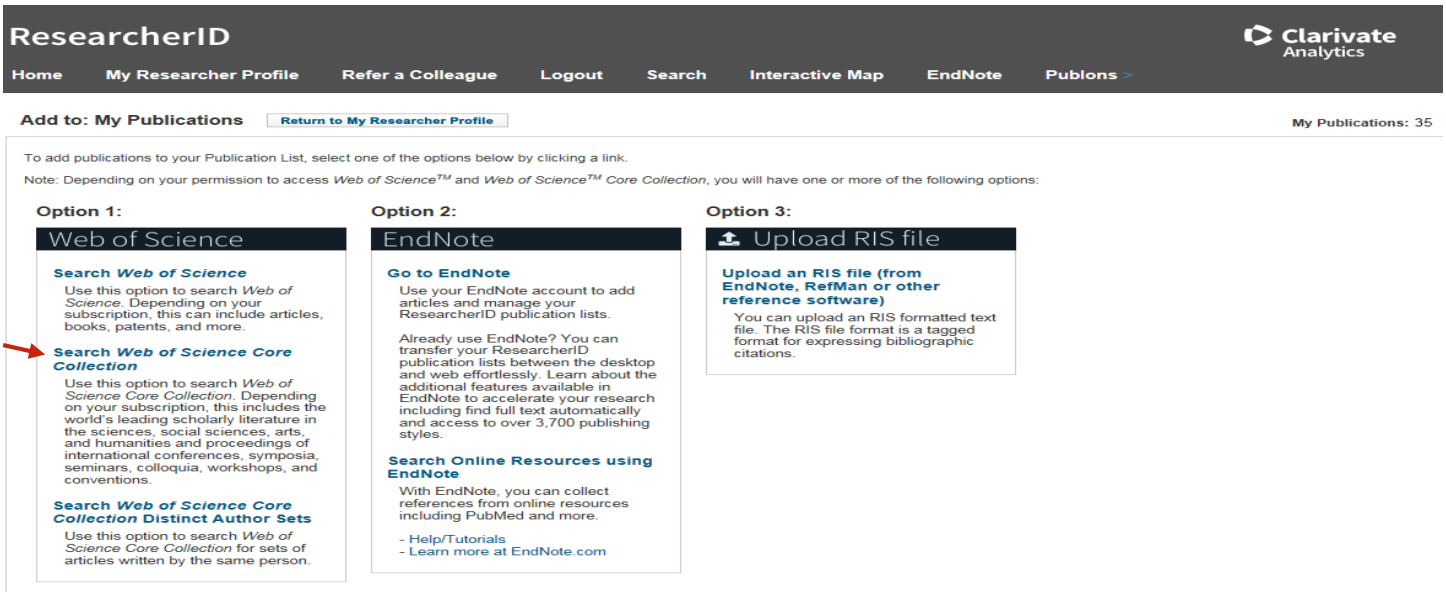
- While logged into your ResearcherID account, click on **My Researcher Profile.**

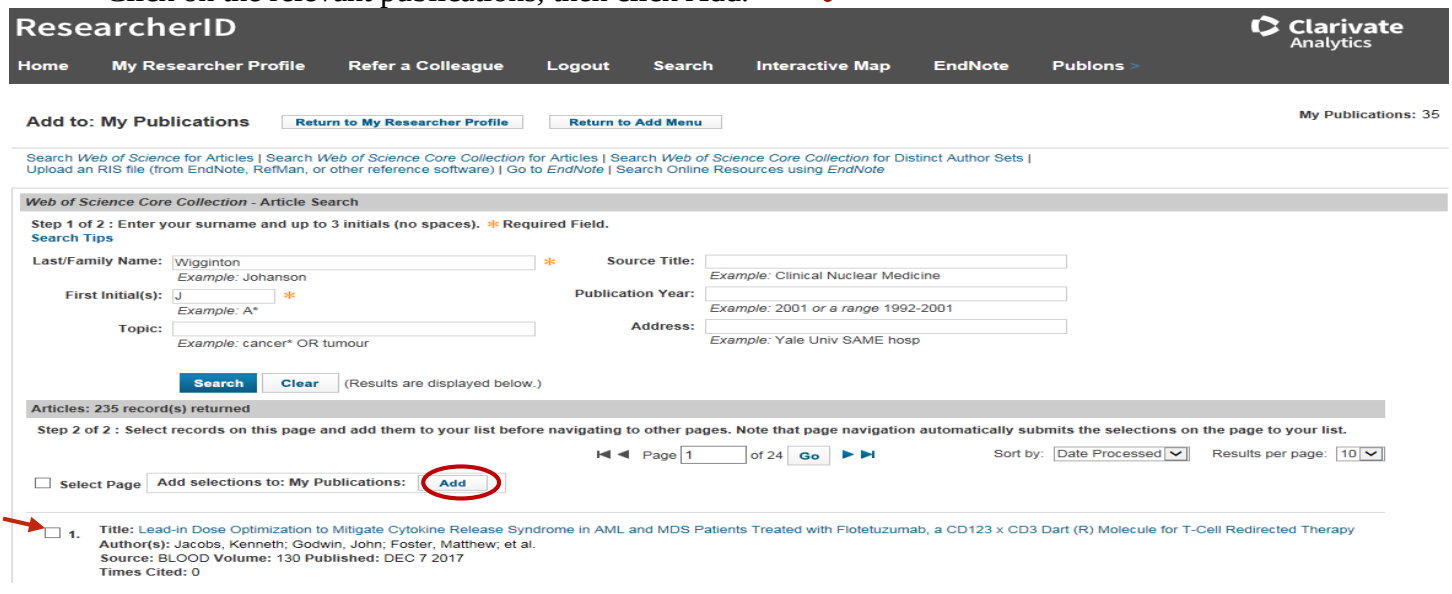


- There is a tab to **Exchange Data With ORCID.**
- Scroll down to **My Publications: View**.
- Click on **Manage List** to deleted publications and **Add Publications** to search for or upload publication citations.



There are three options for adding to your ResearcherID publications list. **Choose Option 1: Web of Science – Search Web of Science Core Collection** to add publications from Web of Science.



- Enter your last name and first initial.

- Click on the relevant publications, then click Add.