Linking your publications to your ORCID iD via CrossRef

In order to fully benefit from having an ORCID iD, additional information needs to be added to your ORCID record. The information required includes your institutional affiliations, all the names under which you have published, your current country location, keywords describing your research interests, as well as a list of all your existing publications.

For detailed information about the registration process, refer to Establishing your scholarly identity with an ORCID iD available on the QUT website.

This guide outlines the process for linking your existing publications to your ORCID iD via the CrossRef ‘wizard’. CrossRef is a Digital Object Identifier (DOI) registration agency which provides persistent links (DOIs) for scholarly content. Use the CrossRef wizard to import your publication details from CrossRef’s authoritative, publisher-supplied metadata of over 70 million scholarly journal articles, conference papers, books and book chapters.

The wizards can be accessed via the ‘Search and Link’ option which can be found under ‘+ Add Works’ on your ORCID record.

Step 1
Authorise CrossRef to read your ORCID record and add works. This includes the details of your existing publications provided they have a DOI and can be found in the CrossRef registry.

Step 2
The wizard will run a search of the CrossRef database for your publications based on the information you have added to your profile, such as variant names and institutional affiliations. It is possible that the search results will include publications which are NOT yours.
Step 3

Refine the search by limiting the results by publication, select only the journals in which you have published, and limit to your subject areas.

![Publication List]

This will reduce the number of ‘false hits’ in the list. Browse the list for your publications. When you find one that is yours, click on the ADD to ORCID link.

![Add to ORCID]

If the publication has already been added to your profile (manually or via one of the other wizards), IN YOUR PROFILE will appear (see below).

![IN YOUR PROFILE]

If you have imported the same publication from a different source, do not delete the duplicate, simply select one of the records as the ‘preferred source’ and the others will not be visible on the public view of your record.

![Preferred Source]

For each publication listed on your ORCID record, you can determine whether it is public, visible only to ‘Trusted Parties’ or visible only to you.

![Access Options]

Whenever a change is made to your ORCID record by a ‘Trusted Individual’, you will receive a system-generated email from ORCID notifying you of the change. The email includes a link to your ORCID record so you can check that you are happy with the change.

For more information about ORCID, see [http://orcid.org](http://orcid.org).