

How to Connect Your ORCID ID to SciENCv

Steps to add ORCID ID to newly created, blank biosketches and current and pending documents.

NOTE: If you have existing biosketches and current and pending documents, you will also need to follow the process on page 3.

1. Log in to [SciENCv](#).
2. On the main page under the My Profile section, select “Edit.”

[MY NCBI](#) > [SCIENCv](#)

SciENCv

My Profile [Edit](#)

Name: Alexandra Delvoye
Title/Department: Research Administrator, Mechanical Engineering
University of Wisconsin - Madison

Helpful Links

[About SciENCv](#)
[How to Use SciENCv](#)

3. In the popup window, select the option to link your ORCID ID.

Edit My Profile

First Name *

Alexandra

Last Name *

Delvoye

Name Displayed As

Alexandra Delvoye

Add credentials, if desired, e.g., Jean Doe, PhD

Title / Department

Research Administrator, Mechanical Engineering

Organization / Institution

University of Wisconsin - Madison

ORCID ID:

Select here to link your ORCID iD

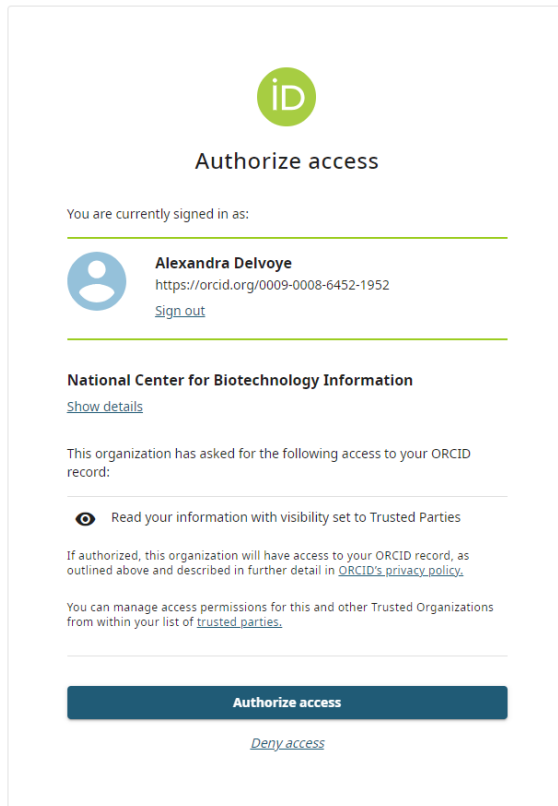
NSF ID:

Select here to link your NSF iD

CANCEL

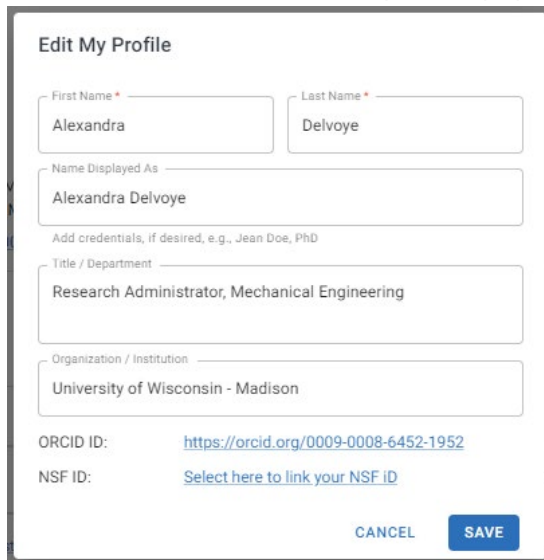
SAVE

4. Follow the prompts provided and sign in to ORCID ID. Click “Authorize access”:



The screenshot shows the ORCID ID 'Authorize access' page. At the top is the ORCID logo. Below it, the title 'Authorize access' is centered. A line indicates the user is signed in as 'Alexandra Delvoye' with the ORCID iD 'https://orcid.org/0009-0008-6452-1952' and a 'Sign out' link. Below this, the organization 'National Center for Biotechnology Information' is listed with a 'Show details' link. A message states: 'This organization has asked for the following access to your ORCID record:'. A radio button is selected for 'Read your information with visibility set to Trusted Parties'. A note explains that authorization grants access to the ORCID record as outlined, with a link to the 'ORCID's privacy policy'. Another note mentions managing access permissions for trusted parties. At the bottom are two buttons: 'Authorize access' (highlighted in blue) and 'Deny access' (a link).

5. The ORCID ID will now show up in the popup window. Select “save.”



The screenshot shows the 'Edit My Profile' popup window. It contains several input fields: 'First Name' (Alexandra), 'Last Name' (Delvoye), 'Name Displayed As' (Alexandra Delvoye), 'Title / Department' (Research Administrator, Mechanical Engineering), and 'Organization / Institution' (University of Wisconsin - Madison). Below these fields, the 'ORCID ID' is displayed as 'https://orcid.org/0009-0008-6452-1952' and the 'NSF ID' is a link 'Select here to link your NSF ID'. At the bottom right are 'CANCEL' and 'SAVE' buttons.



6. The ORCID ID will show up now on any newly created documents started from a blank document. Any previously created biosketch or current and pending document will need to follow the process on the next page.

Steps to add ORCID ID to **previously created** biosketches and current and pending documents:

1. Click on the document title that you would like to add your ORCID ID to:

My Documents

[+ NEW DOCUMENT](#)

| Last Updated ↓ | Title | Format | Delete |
|----------------|--|---|---|
| 5/23/24 | NSF New Test Biosketch | NSF Biographical Sketch |  |
| 5/13/24 | NSF Test Biosketch | NSF Biographical Sketch |  |
| 5/13/24 | NSF Test CPS | NSF Current and Pending (Other) Support |  |

2. Select “Edit” under the Identifying Information, Organization and Location section.

Identifying Information, Organization and Location*

[EDIT](#)

In this section, disclose the information requested regarding the individual and their associated organization and location. All fields are required unless otherwise noted.

Title: NSF Test Biosketch

Last updated: May 13, 2024

Name: Ruby Researcher

Position Title: Assistant Professor
University of Wisconsin-Madison
Madison, Wisconsin, United States

3. Select “Click here to link your ORCID ID” and “Save” when added. The document will now show your ORCID ID when the PDF is downloaded and the process is complete.

Identifying Information, Organization and Location

Asterisks (*) indicate required fields.

Title *

NSF Test Biosketch

First Name *

Ruby

Middle Name

Last Name *

Researcher

Position Title *

Assistant Professor

Name of Primary Organization *

University of Wisconsin-Madison

City *

Madison

Country *

United States

State/Province *

Wisconsin

Start Year *

2024

End Year

yyyy

Leave blank for present

[Click here to link your ORCID ID](#)

CANCEL

SAVE