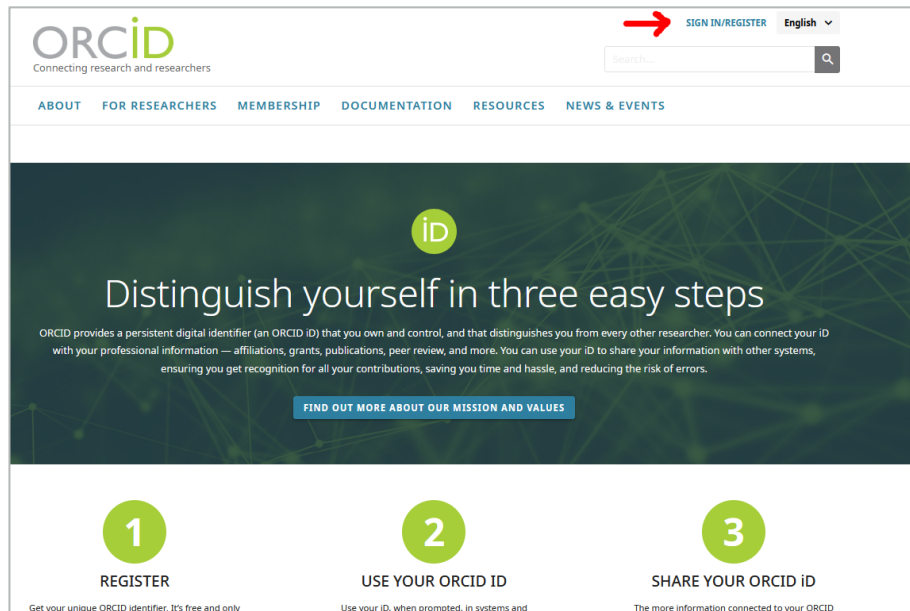


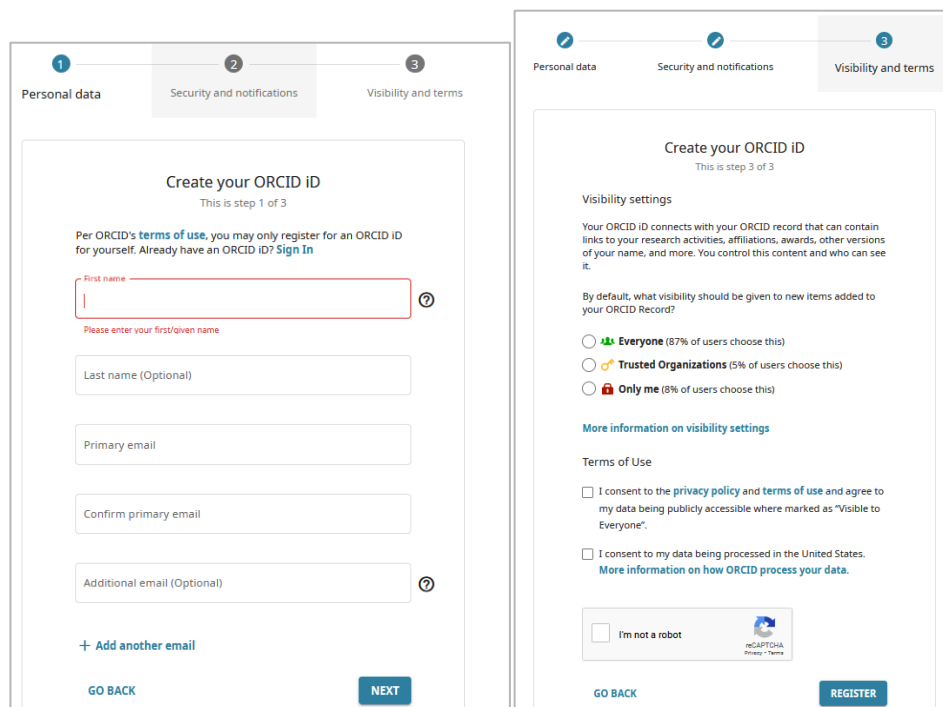
# How to create your ORCID account

## 1. Registration

Visit <https://orcid.org/>. Browse through the page to learn more about ORCID's features and, once ready, click on "sign in/register" (top right).



To complete the 3-steps registration procedure, you need to indicate your personal data including your email, then create a strong password and finally decide the visibility level of your account. Once you verify the email address, the registration is complete. You are now ready to add information to your profile!

The image shows two screenshots of the ORCID registration process. The left screenshot is titled "Create your ORCID ID" and is labeled "This is step 1 of 3". It contains a form with fields for "First name", "Last name (Optional)", "Primary email", "Confirm primary email", and "Additional email (Optional)". There are "GO BACK" and "NEXT" buttons at the bottom. The right screenshot is also titled "Create your ORCID ID" and is labeled "This is step 3 of 3". It shows "Visibility settings" with three radio button options: "Everyone (87% of users choose this)", "Trusted Organizations (5% of users choose this)", and "Only me (8% of users choose this)". Below this is a "Terms of Use" section with two checkboxes for consent. At the bottom, there is a "GO BACK" button, a "REGISTER" button, and a reCAPTCHA "I'm not a robot" checkbox.

## 2. Adding information

In your account, you can add all relevant information about yourself, your role(s) and your achievements.

The screenshot displays the ORCID account profile page. At the top is a 'Biography' section with an edit icon. Below it is an 'Activities' section with a 'Collapse all' link. The activities are organized into several green expandable cards, each with a dropdown arrow, a count in parentheses, an 'Add' button with a plus sign, and a 'Sort' button with a list icon. The categories shown are: Employment (0), Education and qualifications (0), Invited positions and distinctions (0), Membership and service (0), Funding (0), and Works (0). Each category has a brief description and a link to learn more about adding information to the ORCID record.

Under the header “**Works**”, you can add all your research outputs such as publications, conference presentations and much more. You can either add them **manually**, or **using an identifier** (such as DOI or PubMed ID), or **importing them from a BibTeX file**.

How to add works to your ORCID record: <https://support.orcid.org/hc/en-us/articles/360006973133-Add-works-to-your-ORCID-record>

### 3. Link to the SNSF CV

Once your profile is created, you are assigned a unique 16-digits identifier. You can now link it to your SNSF CV. Under the container “Basic data”, you can click on “Connect your ORCID iD”. The system will automatically retrieve your ID and ask you to confirm it.

The screenshot shows the 'Basic data' section of the SNSF CV interface. It contains a paragraph of text explaining that a personal ORCID identifier is mandatory and that works added to the ORCID record will be visible on the CV. A link is provided for more information. At the bottom of the section is a dark blue button with the ORCID logo and the text 'Connect ORCID ID'.