



ORCID 手冊

2024.09 ver.

• ORCID • NCHU Library •

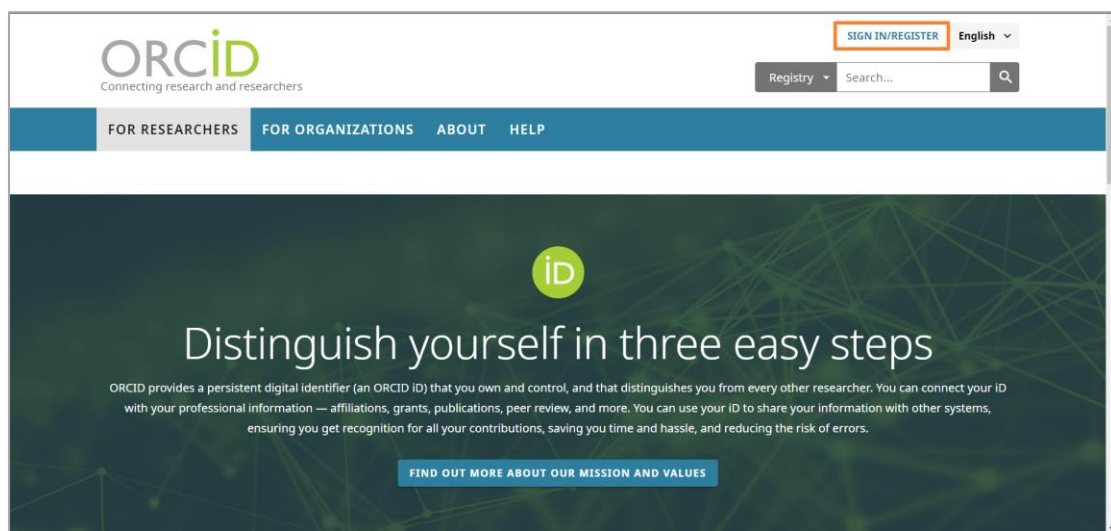
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一、 如何註冊 ORCID

1. 連線官網

- ❶ 連線 ORCID 官網：<https://orcid.org/>，點選「SIGN IN/REGISTER」



- ❷ 點選「Register now」

2. 填寫資料

❶ 輸入以下欄位(英文姓名、Email、密碼及隱私設定)，黃色標明者代表必填

This is step 1 of 3

Per ORCID's [terms of use](#), you may only register for an ORCID ID for yourself. Already have an ORCID ID? [Sign In](#)

First name 名字 ?
Please enter your first/given name

Last name (Optional)

Primary email 主電子郵件

Confirm primary email 確認電子郵件

Additional email (Optional) ?

[+ Add another email](#)

[GO BACK](#) [NEXT](#)

This is step 2 of 3

Password 密碼 (至少8碼) ?

☒ 8 or more characters
☒ 1 letter or symbol
☒ 1 number

Confirm password 確認密碼

Notification settings

ORCID sends email notifications about items related to your account, security, and privacy, including requests from ORCID member organizations for permission to update your record, and changes made to your record by those organizations.

You can also choose to receive emails from us about new features and tips for making the most of your ORCID record.

☐ Please send me quarterly emails about new ORCID features and tips. To receive these emails, you will also need to verify your primary email address.

After you've registered, you can change your notification settings at any time in the account settings section of your ORCID record.

[GO BACK](#) [NEXT](#)

This is step 3 of 3

Visibility settings 隱私設定

Your ORCID iD connects with your ORCID record that can contain links to your research activities, affiliations, awards, other versions of your name, and more. You control this content and who can see it.

By default, what visibility should be given to new items added to your ORCID Record?

! 建議點選 ☒ Everyone (87% of users choose this) 每個人
☐ Trusted Organizations (5% of users choose this) 經授權對象
☐ Only me (8% of users choose this) 個人

[More information on visibility settings](#)

Terms of Use 使用條款

☒ I consent to the [privacy policy](#) and [terms of use](#) and agree to my data being publicly accessible where marked as "Visible to Everyone".

☒ I consent to my data being processed in the United States.
[More information on how ORCID process your data.](#)

☐ I'm not a robot reCAPTCHA
[Privacy](#) - [Terms](#)

[GO BACK](#) [REGISTER](#)

✚ ORCID iD 連接 ORCID 記錄，包含研究活動、附屬機構、獎勵、別名等；研究者可設定 ORCID 記錄的預設公開程度。

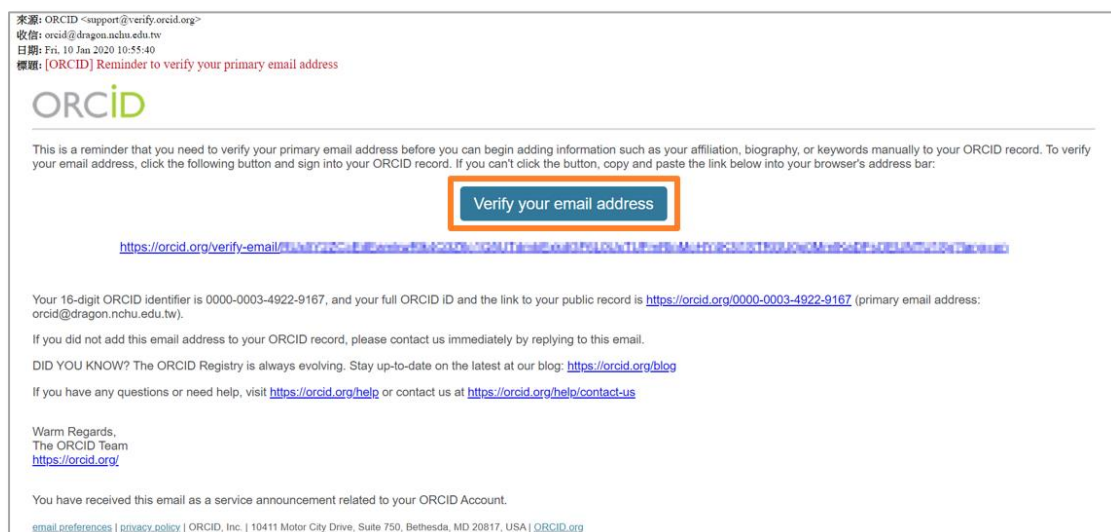
2 取得 ORCID iD



ORCID iD 由 16 位數字組成，並以 URI 形式呈現。

3. 驗證信箱

1 收信並點選「Verify your email address」



- ❷ 連結登入 ORCID，輸入信箱及密碼後，點選「Sign into ORCID」

Sign into ORCID or [Register now](#)

Personal account **Institutional account**

Sign in with your ORCID account

Email or ORCID iD

ORCID password

Sign into ORCID

[Forgot your password or ORCID ID?](#)

Sign in with a social media account ?

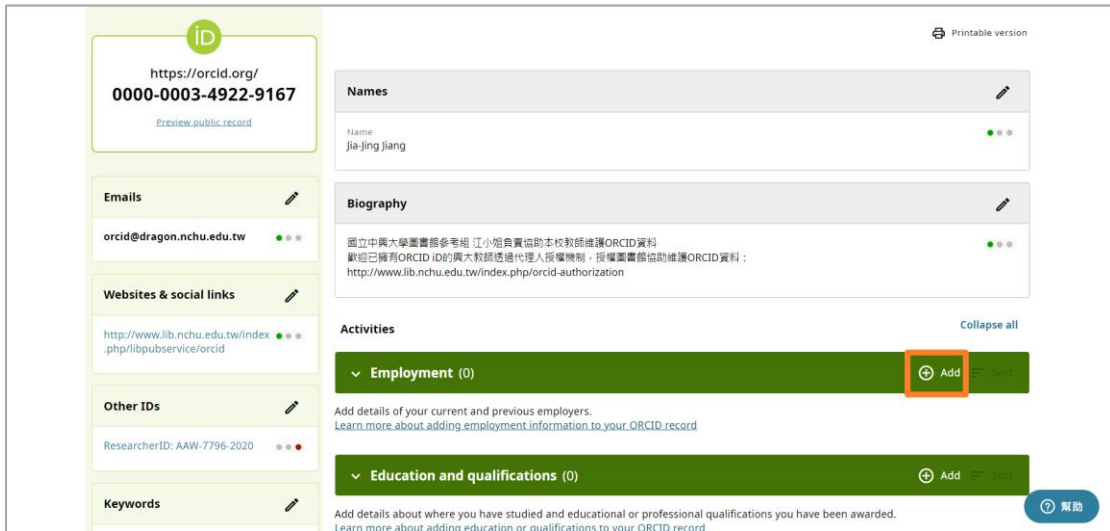
Sign in with Google Sign in With Facebook

- ❸ 完成信箱驗證，即可更新個人簡歷(經歷、學歷、研究獎助及作品等)

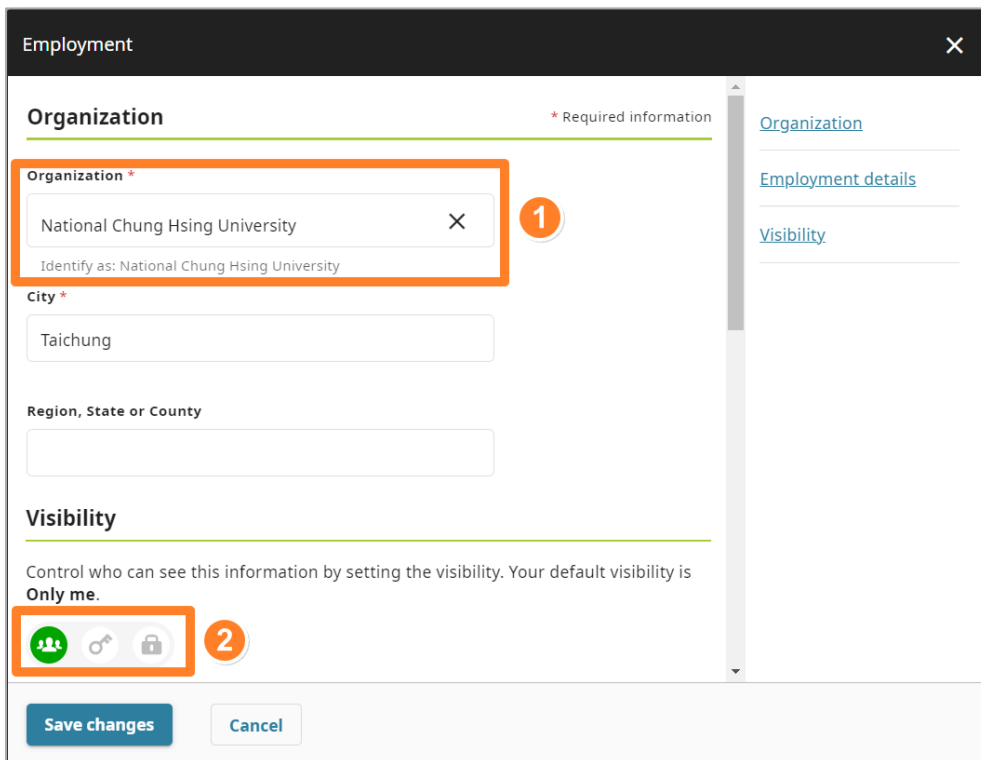
4. 編輯個人簡歷

 **提升與大國際能見度：**請於 Employment/Education，新增機構名稱：National Chung Hsing University。

❶ 根據您的身分別，選擇於 Employment/Education 點選「Add」




❷ Organization 輸入「National Chung Hsing University」，隱私設定為 Everyone，點選「Save changes」



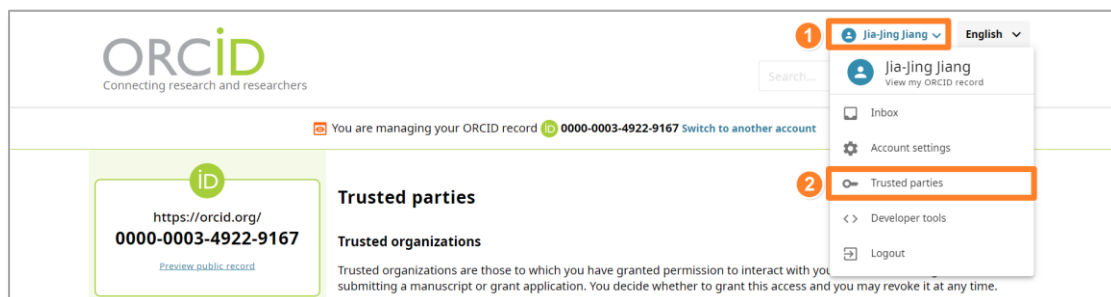
3 立即更新您的 ORCID 頁面資訊



5. 授權圖書館代理-教師專屬服務

 **完整呈現您的學術履歷：**歡迎已擁有 ORCID iD 的教師透過代理人授權機制，授權圖書館協助維護 ORCID 資料。

1 登入 ORCID，點選右上角下拉選單「Trusted parties」



- ② 找到「Trusted individuals」，輸入「**orcid@dragon.nchu.edu.tw**」，點選「Search」、點選「Add as trusted individual」完成設定

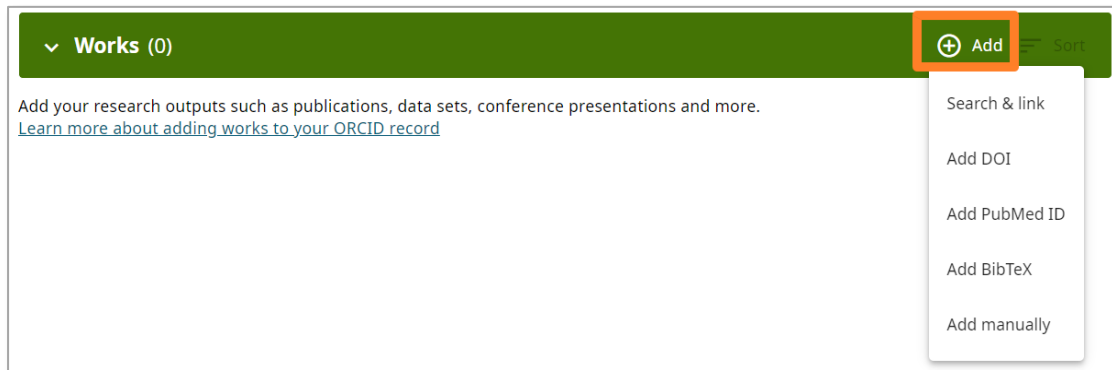
The screenshot shows the 'Trusted individuals' page. At the top, it explains that trusted individuals are account delegates who can update the ORCID record. Below this, there is a search section titled 'Search for ORCID users to add as trusted individuals'. A text input field contains 'orcid@dragon.nchu.edu.tw' and a blue button labeled 'Search ORCID for trusted individuals' is next to it. An orange arrow points from this button to a modal window titled 'Add access - Trusted individual'. The modal window contains the text 'Adding this user as a trusted individual will mean they are able to update your ORCID record.' and the email 'orcid@dragon.nchu.edu.tw'. It has two buttons: 'Add as trusted individual' (highlighted with an orange box) and 'Cancel'. Another orange arrow points from the 'Add as trusted individual' button in the modal to a table in the main interface. The table has columns for 'Name', 'ORCID iD', and 'Access granted'. It lists one entry: 'Jia-Jing Jiang' with ORCID iD '0000-0003-4922-9167' and access granted on '2022-06-30'. To the right of this entry is a red circle with a slash and the text 'Revoke access'.

⊕ 日後若欲移除授權，可點選「」符號移除。

- ③ 完成設定後，圖書館即獲得權限可共同維護您的 ORCID 資料，透過「Switch to another account」切換至已授權教師之 ORCID 頁面協助更新

二、 建立作品清單

完成註冊 ORCID iD 後，可於 Works 點選「Add」維護個人著作清單。以下介紹 3 種方式：

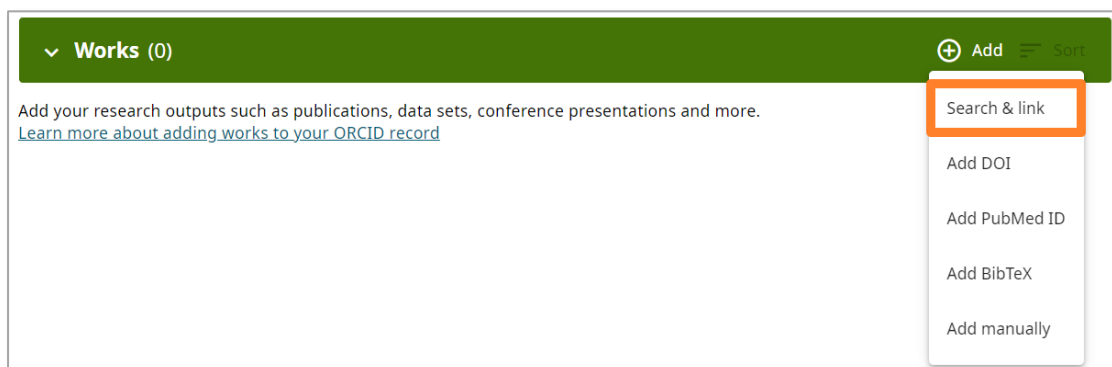


推薦使用

Search & link	選擇收錄個人著作之資料庫，透過授權匯入至 ORCID
Add BibTeX	若已在 Endnote 或 Google Scholar 建立個人著作清單，可匯出書目檔，再匯入 ORCID
Add manually	手動輸入個人著作

1. Search & link 從資料庫匯入

提供多種資料庫匯入個人著作，西文著作建議使用 Scopus(批次)及 CrossRef Metadata Search(逐筆)，中文著作建議使用 Airiti(華藝)。



1-1. Scopus 匯入

可從 Scopus 資料庫匯入期刊論文等著作清單。

❶ 點選「Scopus - Elsevier」

Scopus - Elsevier

Import your Identifier, profile and publications. The wizard helps you find the correct Scopus profile and to confirm your publications. You can then import the identifier and list of publications into ORCID. Any changes you make will be submitted to the Feedback team to update your Scopus profile.

[Show less](#)

❷ 點選「Authorize」允許授權

ORCID Authorize access

You are currently signed in as:

Chen
<https://orcid.org/...>

[Sign out](#) [Switch to another account](#)

Scopus - Elsevier

has asked for the following access to your ORCID record:

- Add/update other information about you (country, keywords, etc.)
- Add/update your research activities (works, affiliations, etc)
- Read your information with visibility set to Trusted Organizations

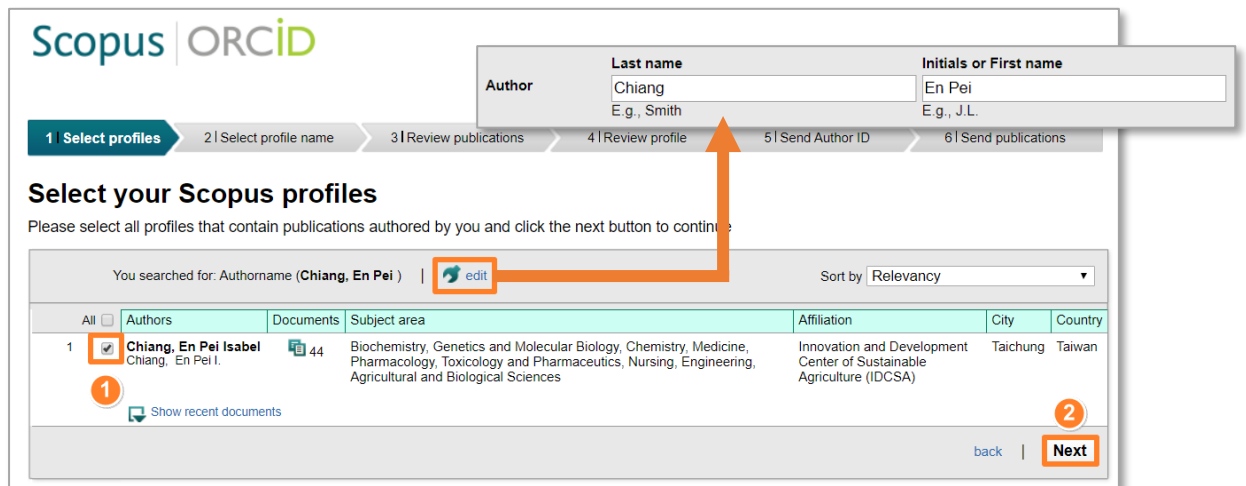
Authorize access

[Deny access](#)

If authorized, this organization will have access to your ORCID record, as outlined above and described in further detail in [ORCID's privacy policy](#).

You can manage access permissions for this and other Trusted Organizations in your [account settings](#).

- ③ 網頁自動帶出作者檢索結果，勾選相符之個人檔案後(作者/研究領域/服務機構)，點選「Next」；若查無資料，可點選「edit」修改檢索條件



The screenshot shows the 'Select your Scopus profiles' page. At the top, there's a progress bar with steps: 1 Select profiles, 2 Select profile name, 3 Review publications, 4 Review profile, 5 Send Author ID, 6 Send publications. Below the progress bar, a search bar shows 'You searched for: Authname (Chiang, En Pei)' with an 'edit' button. A table lists search results. The first result is 'Chiang, En Pei Isabel' with 44 documents. An orange arrow points from the 'edit' button to the 'Last name' field in a form above the table. The form has fields for 'Last name' (Chiang) and 'Initials or First name' (En Pei). At the bottom right, there's a 'Next' button.

All	Authors	Documents	Subject area	Affiliation	City	Country
1	<input checked="" type="checkbox"/>	44	Biochemistry, Genetics and Molecular Biology, Chemistry, Medicine, Pharmacology, Toxicology and Pharmaceuticals, Nursing, Engineering, Agricultural and Biological Sciences	Innovation and Development Center of Sustainable Agriculture (IDCSA)	Taichung	Taiwan

- ④ 下拉選單選擇偏好的姓名顯示後，點選「Next」



The screenshot shows the 'Select the preferred profile name' page. It has a progress bar with steps: 1 Select profiles, 2 Select profile name, 3 Review publications, 4 Review profile, 5 Send Author ID, 6 Send publications. Below the progress bar, a dropdown menu for 'Profile name' is open, showing options: 'Chiang, E. P.', 'Please select', 'Chiang, En Pei Isabel', 'Chiang, E. P.', 'Chiang, En Pei', 'Chiang, E.', and 'Chiang, En Pei I.'. An orange arrow points from the text '顯示您曾使用過的姓名書寫格式' to the 'Chiang, E. P.' option. At the bottom right, there's a 'Next' button.

顯示您曾使用過的姓名書寫格式

⑤ 檢視著作清單，非個人著作請按「X」，完成篩選後點選「Next」

Scopus | ORCID

1 | Select profiles 2 | Select profile name 3 | Review publications 4 | Review profile 5 | Send Author ID 6 | Send publications

Review your authored publications

Please indicate below which of the 44 publications are authored by you.

Sort by Date (Oldest)

	Document Title	Author(s)	Date	Source Title
<input checked="" type="checkbox"/>	N-3 polyunsaturated fatty acids alleviate high glucose-mediated dysfunction of endothelial progenitor cells and prevent ischemic injuries both in vitro and in vivo	Chiu, S.-C., Chao, C.-Y., Chiang, E.-P.I., Syu, J.-N., Rodriguez, R.L., Tang, F.-Y.	2017	Journal of Nutritional Biochemistry 42 ,pp.172
<input checked="" type="checkbox"/>	Dual inhibition of key proliferation signaling pathways in triple-negative breast cancer cells by a novel derivative of Taiwanin A	Kuo, Y.-H., Chiang, E.-P.I., Chao, C.-Y., Rodriguez, R.L., Chou, P.-Y., Tsai, S.-Y., Pai, M.-H., Tang, F.-Y.	2017	Molecular Cancer Therapeutics 16 (3) ,pp.480
<input checked="" type="checkbox"/>	MTHFR C677T polymorphism increases MTX sensitivity via the inhibition of S-adenosylmethionine and de novo purine synthesis	Wang, Y.-C., Wu, M.-T., Tang, F.-Y., Chen, D.-Y., Ko, H.-A., Shane, B., Huang, W.-N., Chiang, E.-P.I.	2019	Clinical Science 133 (2) ,pp.253
<input checked="" type="checkbox"/>	Metabolic Pathways Enhancement Confers Poor Prognosis in p53 Exon Mutant Hepatocellular Carcinoma	Chen, P.-M., Li, J.-R., Liu, C.-C., Tang, F.-Y., Chiang, E.-P.I.	2020	Cancer Informatics 19

若有缺漏可點選「Search for missing documents」

Search for missing documents | back | **Next**

⑥ 再次確認後，點選「Next」，點選「Yes, update my Scopus author profile」

Scopus | ORCID

1 | Select profiles 2 | Select profile name 3 | Review publications 4 | Review profile 5 | Send Author ID 6 | Send publications

Review the Scopus profile

Please review the information below to ensure that the data is correct.

Profile: Chiang, E. P.

1 Metabolic Pathways Enhancement Confers Poor Prognosis in Hepatocellular Carcinoma

2

Send profile changes to Scopus?

You have selected different articles or a different name than listed in your Scopus Author profile.
Would you like to update your Scopus Author profile with these changes?

Yes, update my Scopus author profile No, don't update

1

back | **Next**

7 輸入個人 email 後，點選「Send Author ID」，傳送 Scopus ID 至 ORCID

The screenshot shows the Scopus ORCID interface at step 5, 'Send Author ID'. The progress bar at the top indicates the following steps: 1 | Select profiles, 2 | Select profile name, 3 | Review publications, 4 | Review profile, 5 | Send Author ID (highlighted), and 6 | Send publications. The main heading is 'Send the Scopus ID to ORCID'. Below it, a message states: 'Thank you for checking and correcting your profile. Your Scopus ID is now ready to be sent to ORCID. Any changes you have made will also be submitted to the Scopus Feedback Team for correction on Scopus.' The form contains two input fields, both containing 'orcid@dragon.nchu.edu.tw'. The first field is labeled 'E-mail*' and has a small text prompt below it: 'Please enter your institutional or professional email address (e.g. name@university.edu)'. The second field is labeled 'Confirm E-mail*'. At the bottom right of the form, there is a 'back' link and a 'Send Author ID' button, which is highlighted with an orange box.

8 點選「Send my publication list」完成匯入

The screenshot shows the Scopus ORCID interface at step 6, 'Send publications'. The progress bar at the top indicates the following steps: 1 | Select profiles, 2 | Select profile name, 3 | Review publications, 4 | Review profile, 5 | Send Author ID, and 6 | Send publications (highlighted). The main heading is 'Scopus Author ID submitted'. Below it, a message states: 'Thank you for your request. Unfortunately we were unable to determine your Scopus Author ID. Our customer service team will review your documents and contact you with your correct Scopus Author ID.' At the bottom right, there is a 'return to ORCID' link and a 'Send my publication list' button, which is highlighted with an orange box. An orange arrow points from this button down to the next screenshot. The second screenshot shows the 'Scopus documents submitted' page. It has the same heading and a message: 'Thank you for your request. We have now also sent your publication list to ORCID.' Below this, it says 'The Scopus Author Feedback Team' and has a 'return to ORCID' link at the bottom right.

返回 ORCID 頁面查看已成功匯入之著作清單：

Works (12)

Select all (12)

Items currently selected (0)

Actions

Automatic TDR Monitoring System for Rock Mass Deformation in a Landslide Area

Experimental Techniques

2021 | Journal article

DOI: [10.1007/s40799-021-00446-4](https://doi.org/10.1007/s40799-021-00446-4)

EID: 2-s2.0-85101016143

Part of ISSN: [17471567](https://www.elsevier.com/issn/17471567) 07328818

CONTRIBUTORS: Chu, Y.-M.; Chen, I.-H.; Su, M.-B.

Source:

Chen via

Scopus - Elsevier

★ Preferred source (of 2)

1-2. CrossRef Metadata Search 匯入

可從 CrossRef 資料庫匯入期刊文獻等書目清單 (來自全球各出版社)。

❶ 點選「Crossref Metadata Search」

Crossref Metadata Search

Import your publications from Crossref's authoritative, publisher-supplied metadata on over 70 million scholarly journal and conference proceeding articles and books and book chapters. Crossref is a global, not-for-profit membership organization of scholarly that provides persistent links for scholarly content.
[Show less](#)

❷ 點選「Authorize」允許授權

ORCID

Authorize access

You are currently signed in as:

Lin
<https://orcid.org/0000-0001-9111-1111>
Sign out Switch to another account

Crossref Metadata Search ?
has asked for the following access to your ORCID record:

Add/update your research activities (works, affiliations, etc)

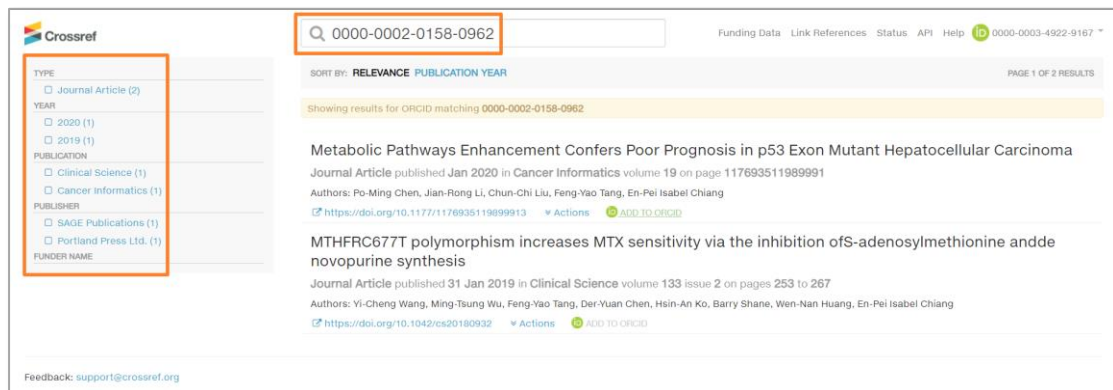
Read your information with visibility set to Trusted Organizations

Authorize access

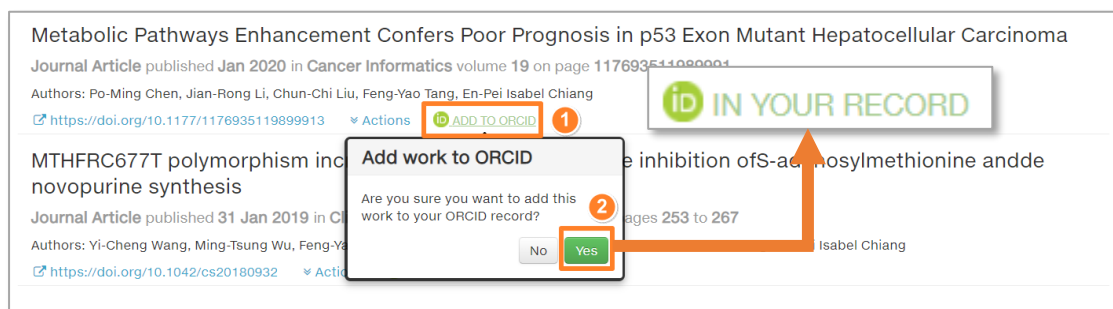
Deny access

If authorized, this organization will have access to your ORCID record, as outlined above and described in further detail in [ORCID's privacy policy](#).
You can manage access permissions for this and other Trusted Organizations in your [account settings](#).

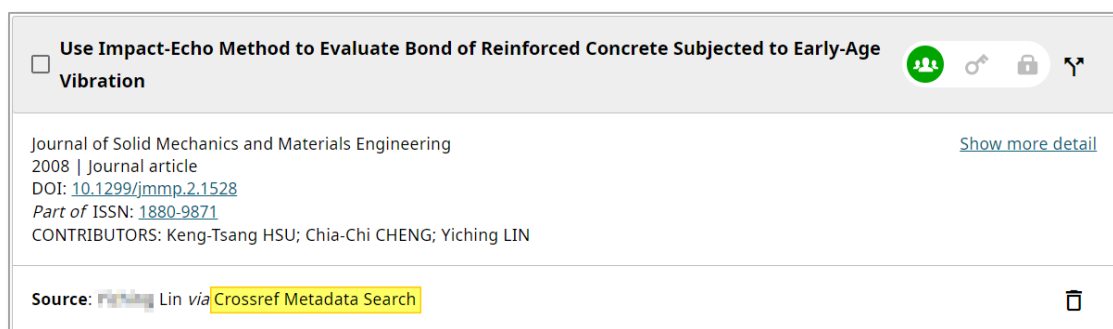
- ③ 網頁自動帶出 ORCID iD 檢索結果；若查無資料，可利用上方檢索欄位修改檢索條件，ex:投稿用的姓名或著作名稱；若檢索結果太多，可利用左側篩選



- ④ 逐筆點選「ADD TO ORCID」後，點選「Yes」，狀態更新為「IN YOUR PROFILE」，表示匯入成功



返回 ORCID 頁面查看已成功匯入之著作清單：



1-3. Airiti 匯入

可從 Airiti Library 線上圖書館匯入中文期刊論文及學位論文等著作清單。

❶ 點選「Airiti」

Airiti


Enables users to import metadata from Airiti, including journal papers, proceedings, dissertations, and books. Scholars can easily collect and calculate all the research works that have been published. 研究者可匯入華藝所收錄的學術資源，包括兩岸三地的期刊論文、學位論文、會議論文集等內容，迅速蒐羅學術生涯中所有的書寫姓名及完整作品，讓研究活動及成果獲得正確地引用，且更快速梳理並展現個人的研究影響力，將華文地區優秀學者及高品質研究推廣至國際。

[Show less](#)


❷ 點選「Authorize」允許授權

ORCID Authorize access





You are currently signed in as:

 **Chen**
<https://orcid.org/0000-0001-8185-8989>

[Sign out](#) [Switch to another account](#)

Airiti 

has asked for the following access to your ORCID record:

-  Add/update your research activities (works, affiliations, etc)
-  Add/update other information about you (country, keywords, etc.)
-  Read your information with visibility set to Trusted Organizations
-  Get your ORCID iD

Authorize access

[Deny access](#)

If authorized, this organization will have access to your ORCID record, as outlined above and described in further detail in [ORCID's privacy policy](#).

You can manage access permissions for this and other Trusted Organizations in your [account settings](#).

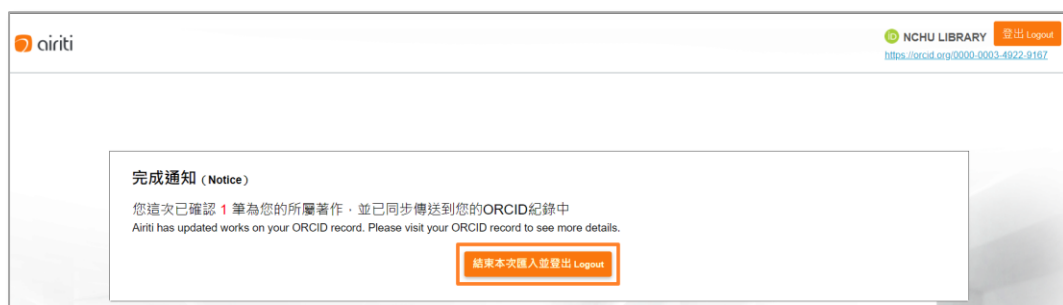
- ③ 網頁自動帶出作者檢索結果，勾選個人著作，點選「匯入勾選作品 Add to ORCID」；若查無資料，可利用上方檢索欄位修改檢索條件；若檢索結果太多，可利用左側篩選



- ④ 再次確認勾選清單，點選「確認」，並同步上傳到 ORCID Confirm and add/update on ORCID」



- ⑤ 點選「結束本次匯入並登出 Logout」完成匯入

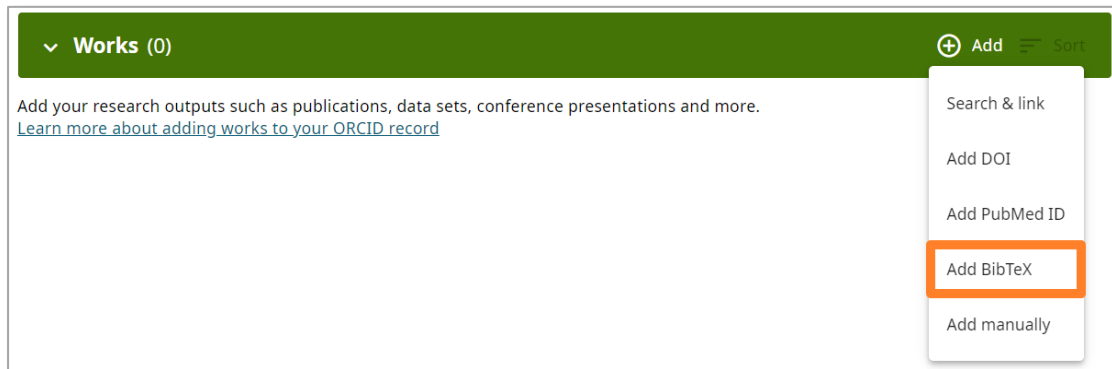


返回 ORCID 頁面查看已成功匯入之著作清單：



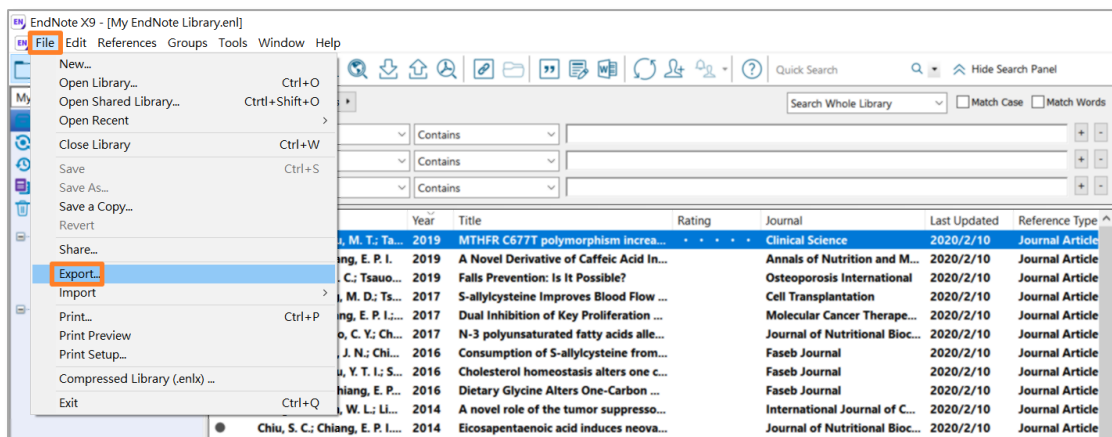
2. Add BibTeX 匯入個人著作清單

若已在 Endnote 或 Google Scholar 建立個人著作清單，可匯出書目檔，再利用 Add BibTeX 功能匯入 ORCID。



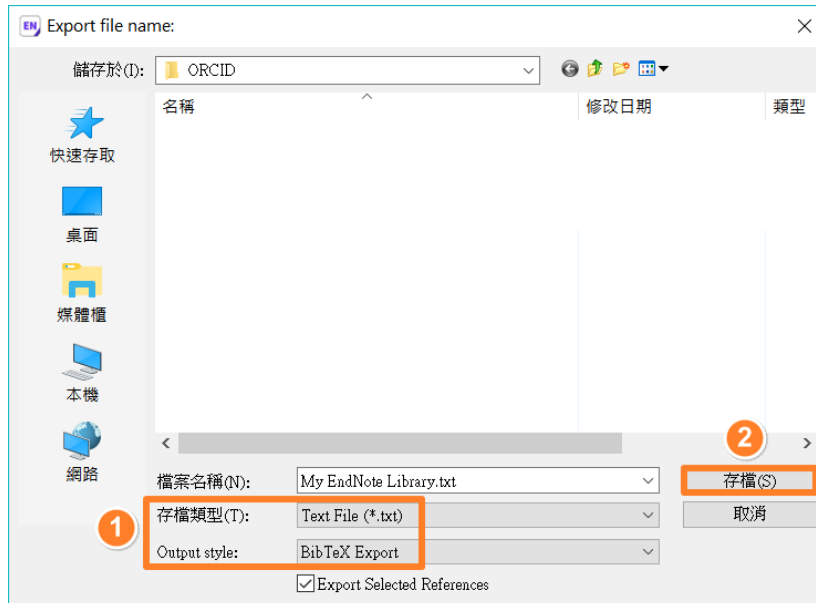
2-1. Endnote

❶ 開啟 Endnote，選擇要匯出的書目，點選「File」、點選「Export」



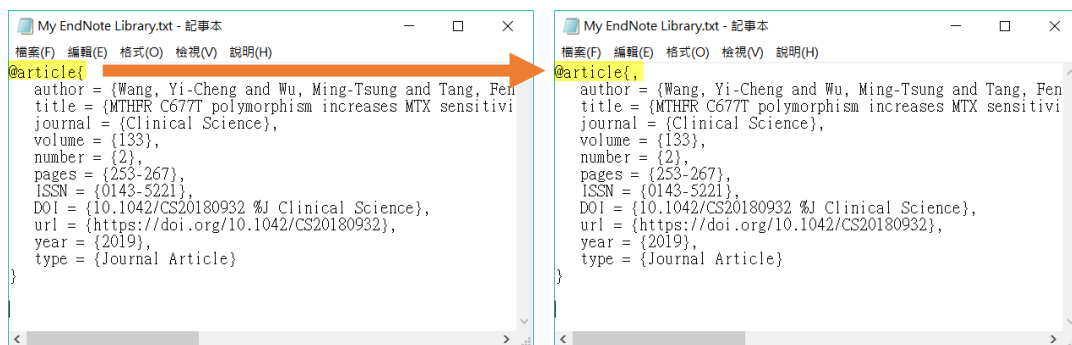
- ❷ 存檔類型選擇「Text File」、Output style 選擇「BibTeX Export」後，點選「存檔」

※ 若下拉清單沒有 BibTeX Export，請選擇「Select Another Systel」尋找



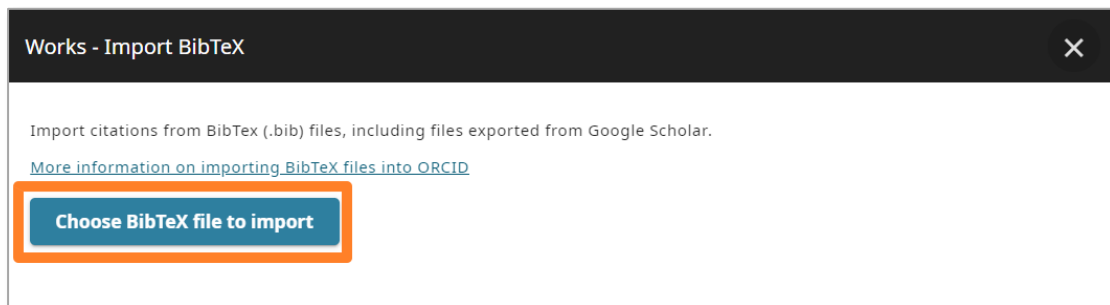
- ❸ 開啟書目檔，修改每筆黃色標明資料後儲存，才能成功匯入 ORCID

@article{ 修改為 @article{,

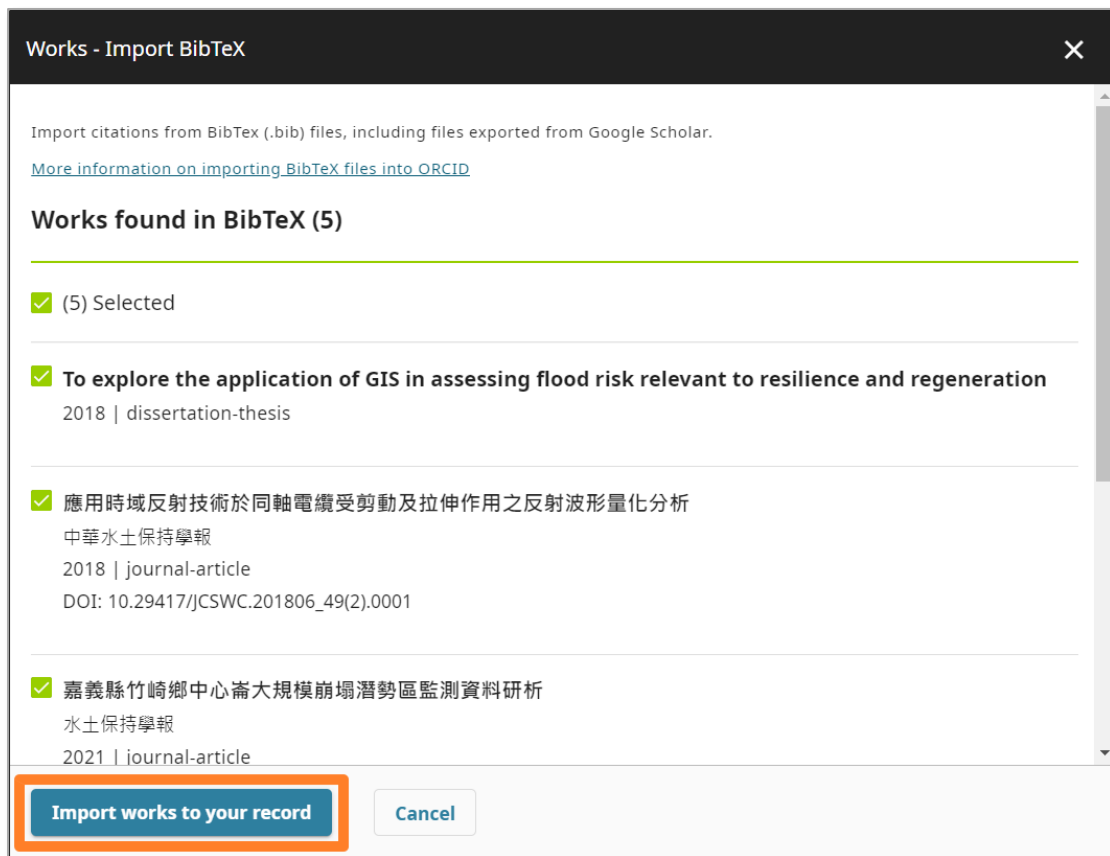


✎ 不想花費時間逐筆修改？可利用台大圖書館提供的 BibTeX Export_ORCID.ens 套用 Output style 即可省略編輯。
下載連結：http://www.lib.ntu.edu.tw/doc/cs/BibTeX_Export_ORCID.zip

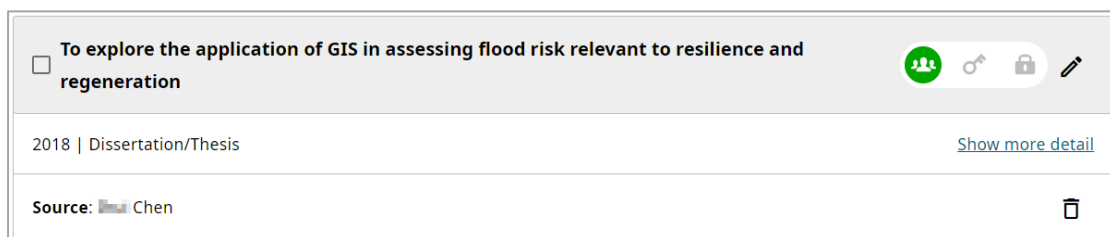
- ④ 登入 ORCID 後，於 Works 點選「Add」、點選下拉選單「Add BibTeX」後，點選「Choose BibTeX file to import」匯入書目檔



- ⑤ 確認無誤後，點選「Import works to your record」完成匯入



返回 ORCID 頁面查看已成功匯入之著作清單：



2-2. Google Scholar

- 1 登入 Google Scholar，點選「我的個人學術檔案」

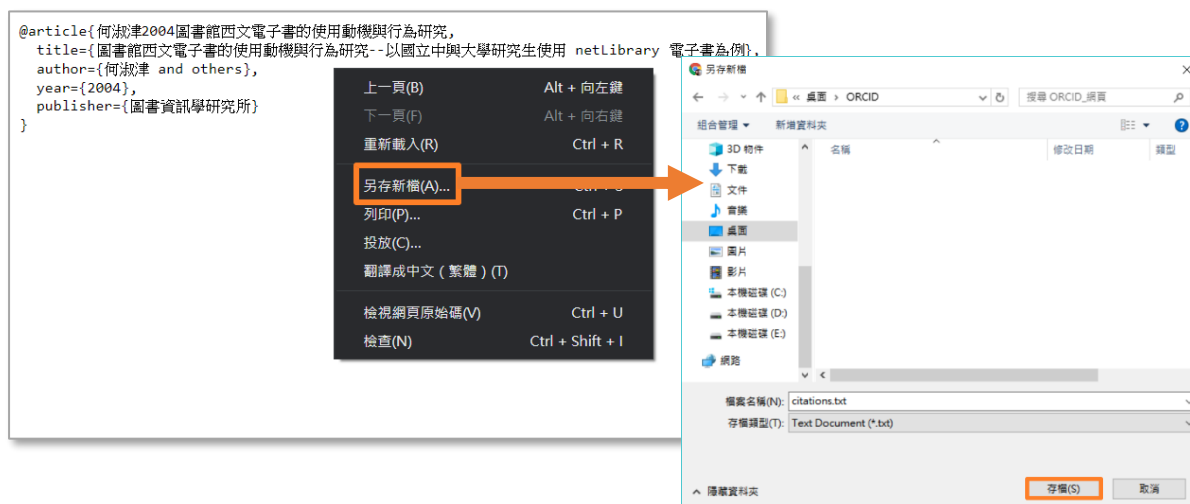


- 2 若尚未建立個人檔案，請依提示建檔完成設定

- ③ 勾選要匯出的著作，點選「匯出」、點選下拉選單「BibTeX」



- ④ 滑鼠按右鍵，點選「另存新檔」後，點選「存檔」

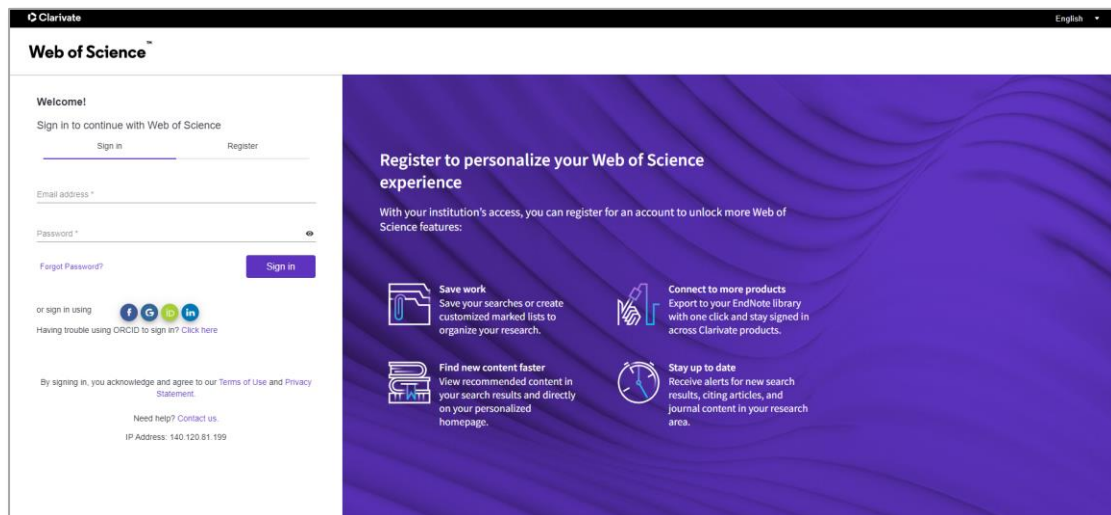


- ⑤ 登入 ORCID 後，於 Works 點選「Add」、點選下拉選單「Add BibTeX」後，點選「Choose BibTeX file to import」匯入書目檔

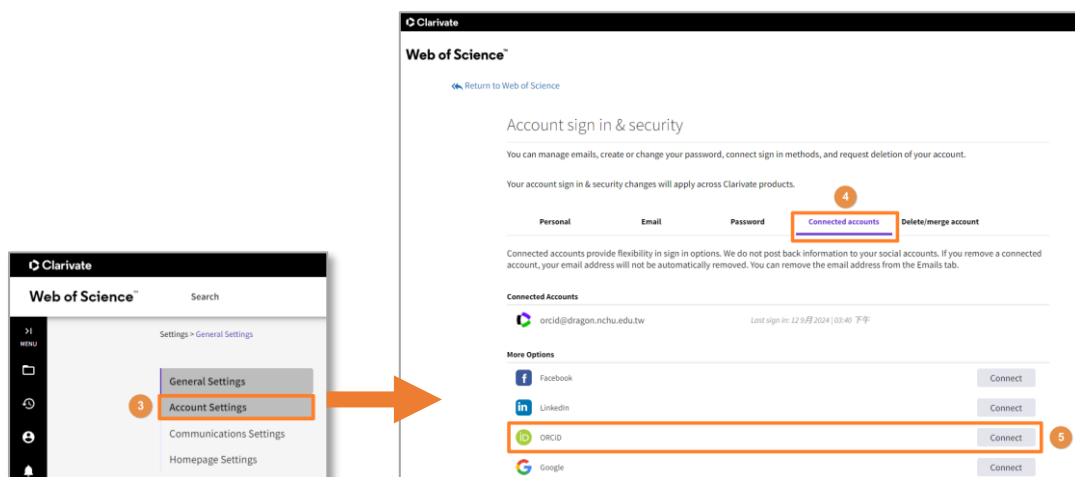
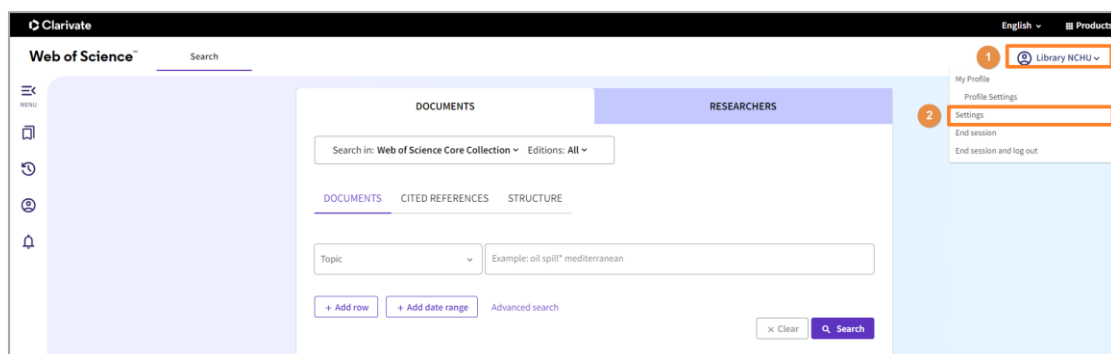
3. ResearcherID

透過 ResearcherID 匯入 Web of Science 資料庫之期刊論文等著作清單。

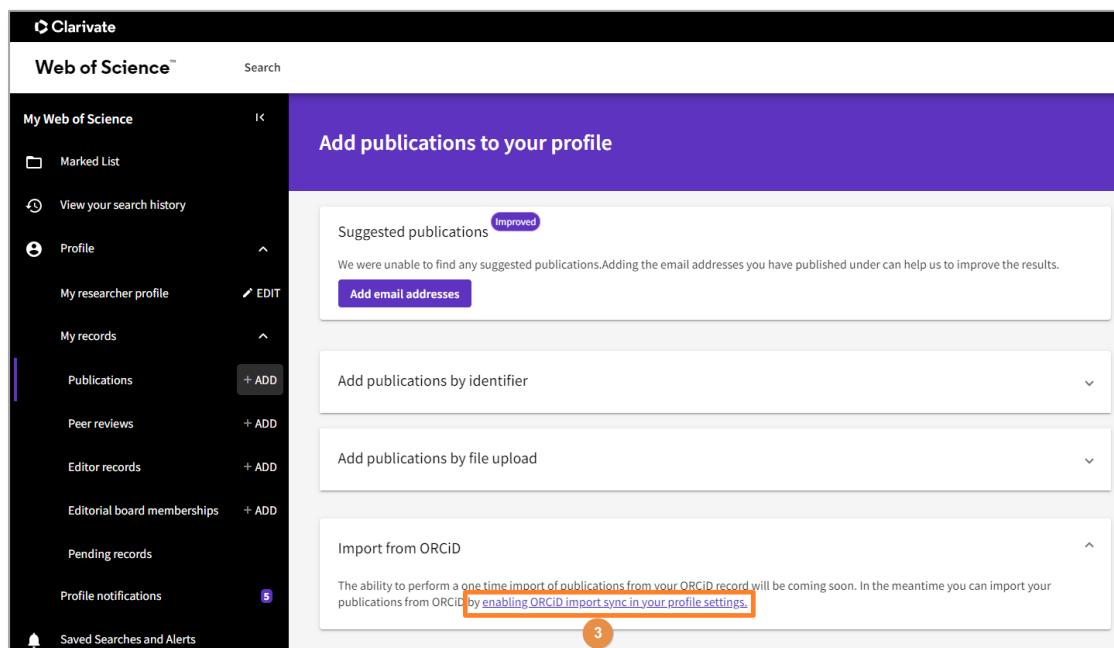
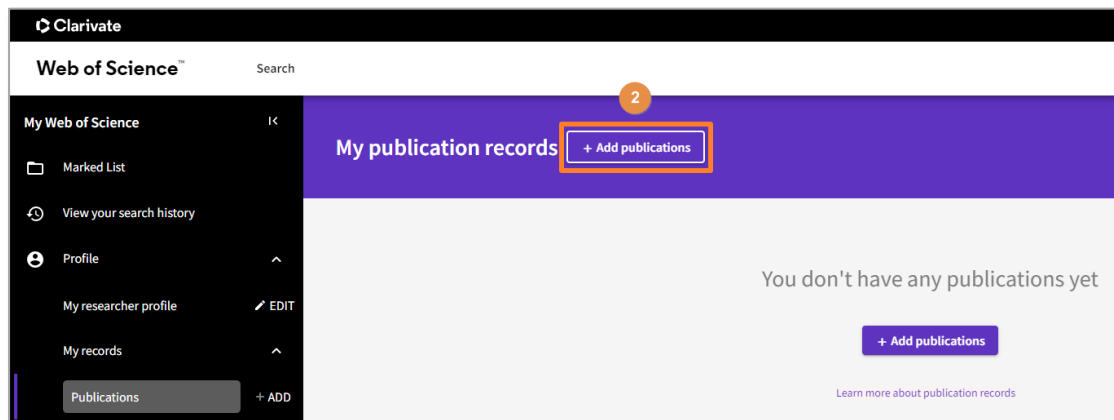
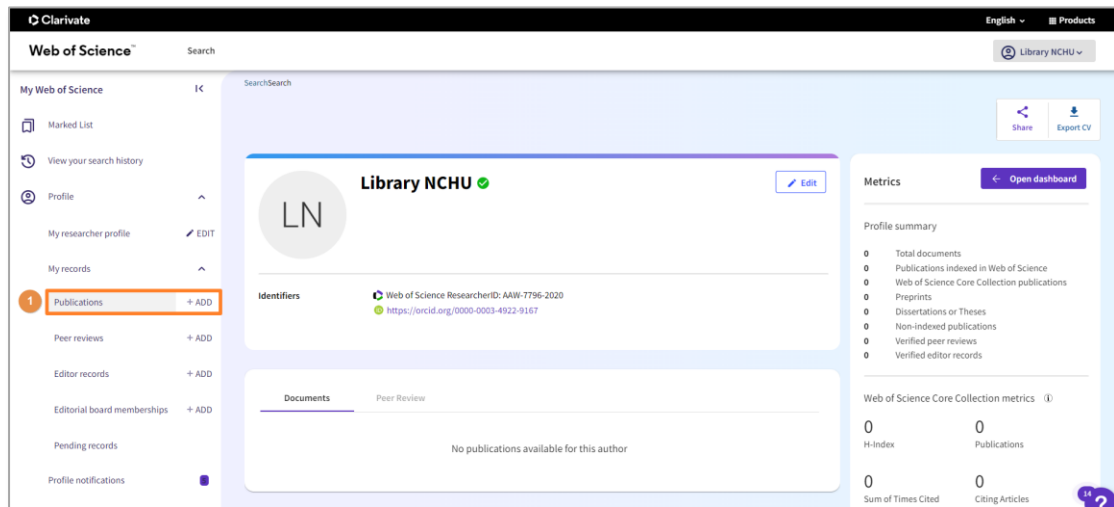
- 1 連線並登入：<https://access.clarivate.com/login?app=wos&locale=en-US>



- 2 連結您的 ORCID，參考下圖進行設定：




3 從 ORCID 匯入著作清單至 ResearcherID，參考下圖進行設定：



Profile Settings

Edit Profile Publication Preferences Peer Review Preferences **ORCID Syncing**

Linked ORCID account:
 <https://orcid.org/0000-0003-4922-9167>

Automatically sync ORCID and Web of Science
 Easily keep both profiles up to date and in sync.


4 ☒ ON Export publications to Orcid from the Web of Science
☒ ON Export peer reviews to Orcid from the Web of Science
☒ ON Export records to the Web of Science from Orcid

Permissions
 You have granted Web of Science permission to update your publications and peer review on ORCID. [Revoke Permission](#)
 You have granted Web of Science permission to update your profile data on ORCID. [Revoke Permission](#)

5
 Cancel Save **Save & Close**


+ 完成 ResearcherID 連結 ORCID 後，ORCID 頁面「Other IDs」將顯示

ResearcherID



Library NCHU ✓

Identifiers

Web of Science ResearcherID: AAW-7796-2020
 <https://orcid.org/0000-0003-4922-9167>

Jia-Jing Jiang

 <https://orcid.org/0000-0003-4922-9167>

Personal information

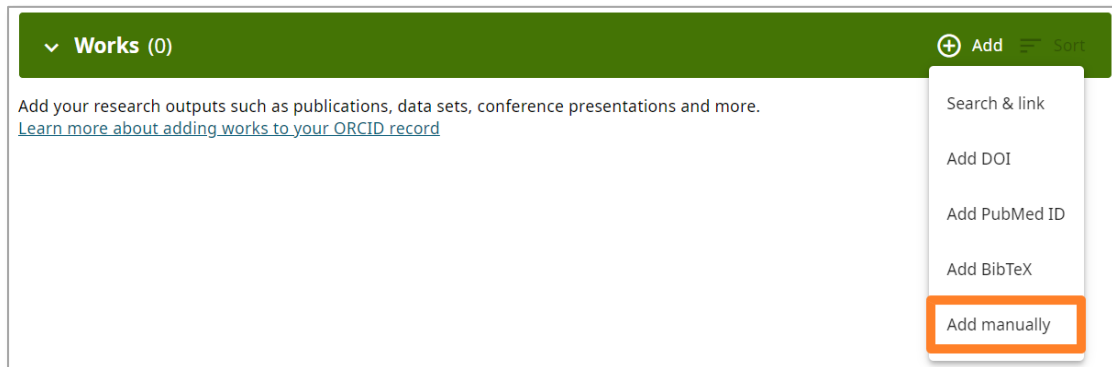
Emails >
 orcid@dragon.nchu.edu.tw

Websites & social links >
 NCHU ORCID service

Other IDs >
 ResearcherID: AAW-7796-2020

4. Add manually 手動輸入個人著作

- 1 登入 ORCID 後，於 Works 點選「Add」、點選下拉選單「Add manually」
逐筆手動輸入個人著作



- 2 逐欄輸入資料(*為必填)，點選「Save changes」完成新增

A screenshot of the 'Work details' form in ORCID. The form has several input fields: 'Work type*' (a dropdown menu), 'Title*' (a text box), 'Add translated title' (a plus icon), 'Work Subtitle' (a text box), 'Journal title' (a text box), and 'Publication date' (a date picker). On the right side, there's a sidebar with links: 'Work details', 'Identifiers', 'Citation', 'Other information', and 'Visibility'. At the bottom left, the 'Save changes' button is highlighted with an orange border, next to a 'Cancel' button.

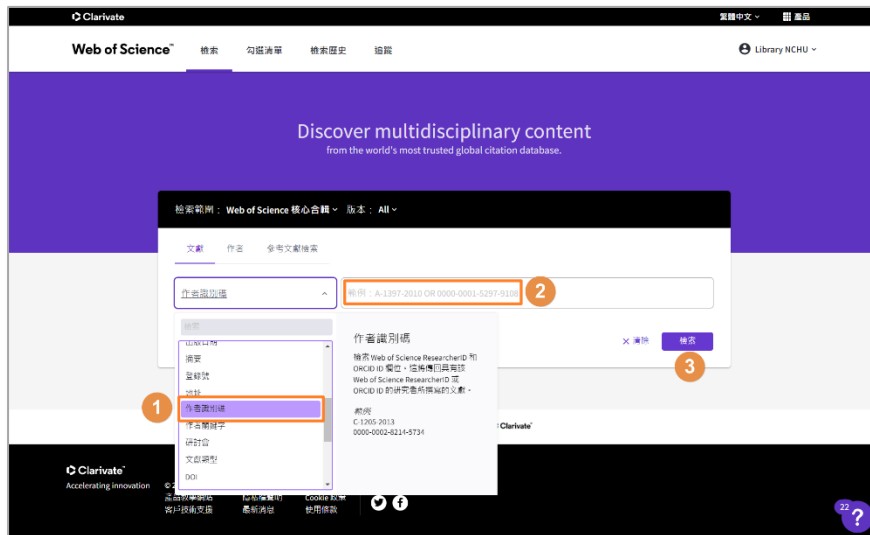
返回 ORCID 頁面查看已成功新增之著作清單：



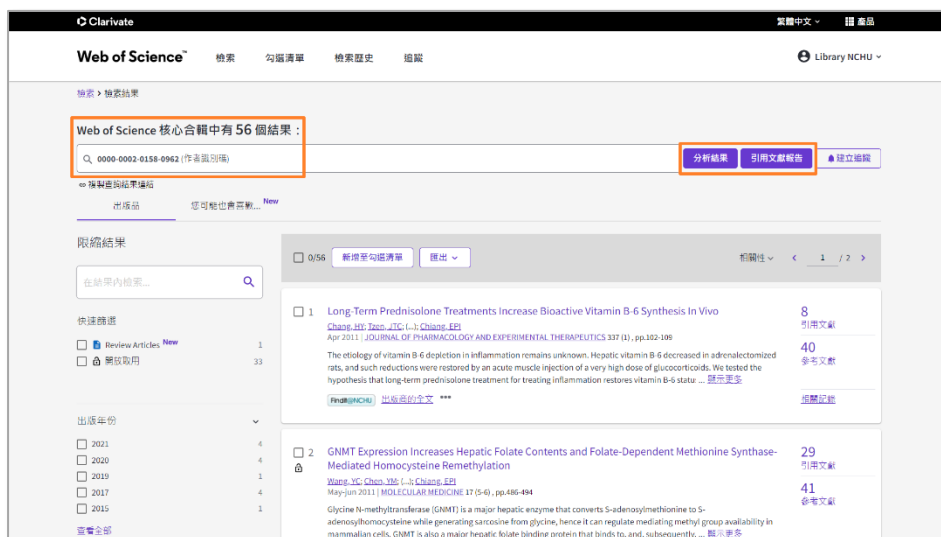
三、 ORCID 應用

1. 查詢 WOS 被引用次數與 h-index


- ① 連線 WOS 資料庫，檢索條件下拉選單選擇「作者識別碼」，輸入 ORCID iD 後點選「檢索」。

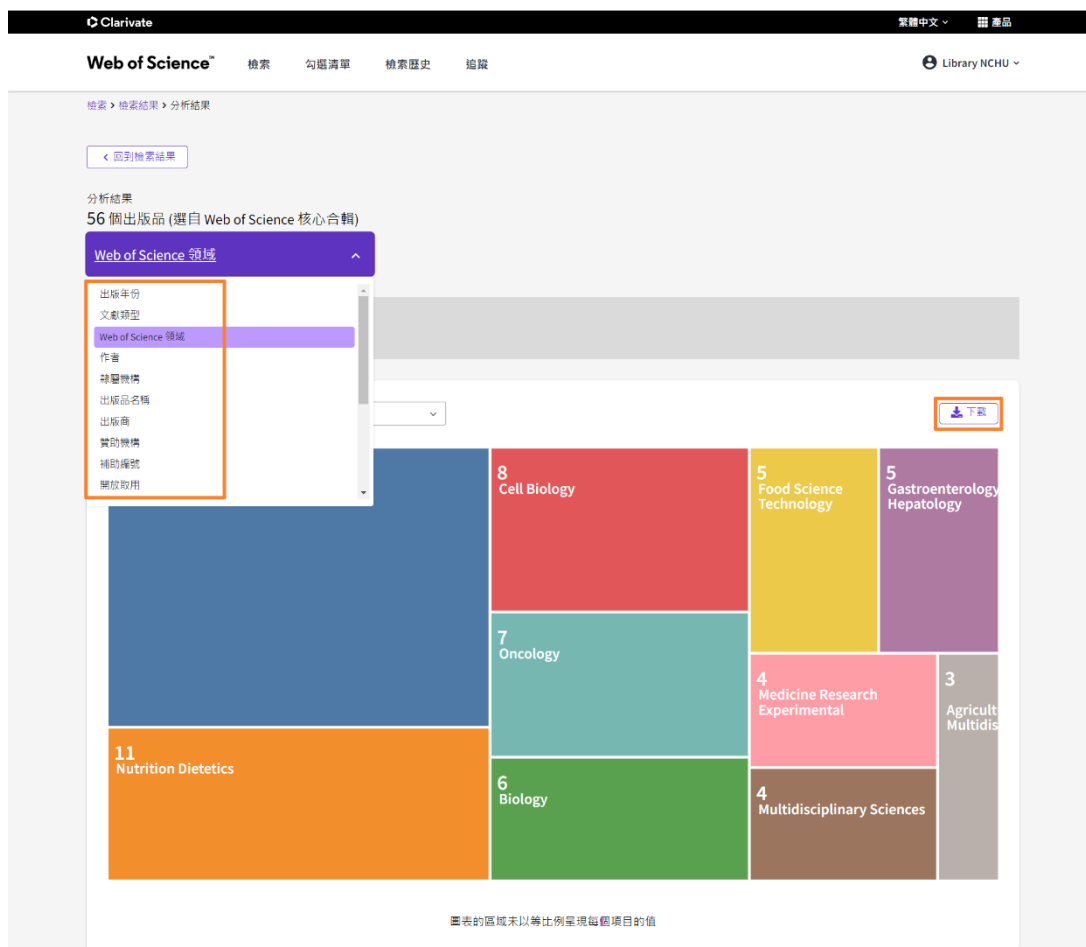


- ② 檢索結果顯示作者在 WOS 的著作清單，透過「分析結果」及「建立引用文獻報告」功能得到相關數值。

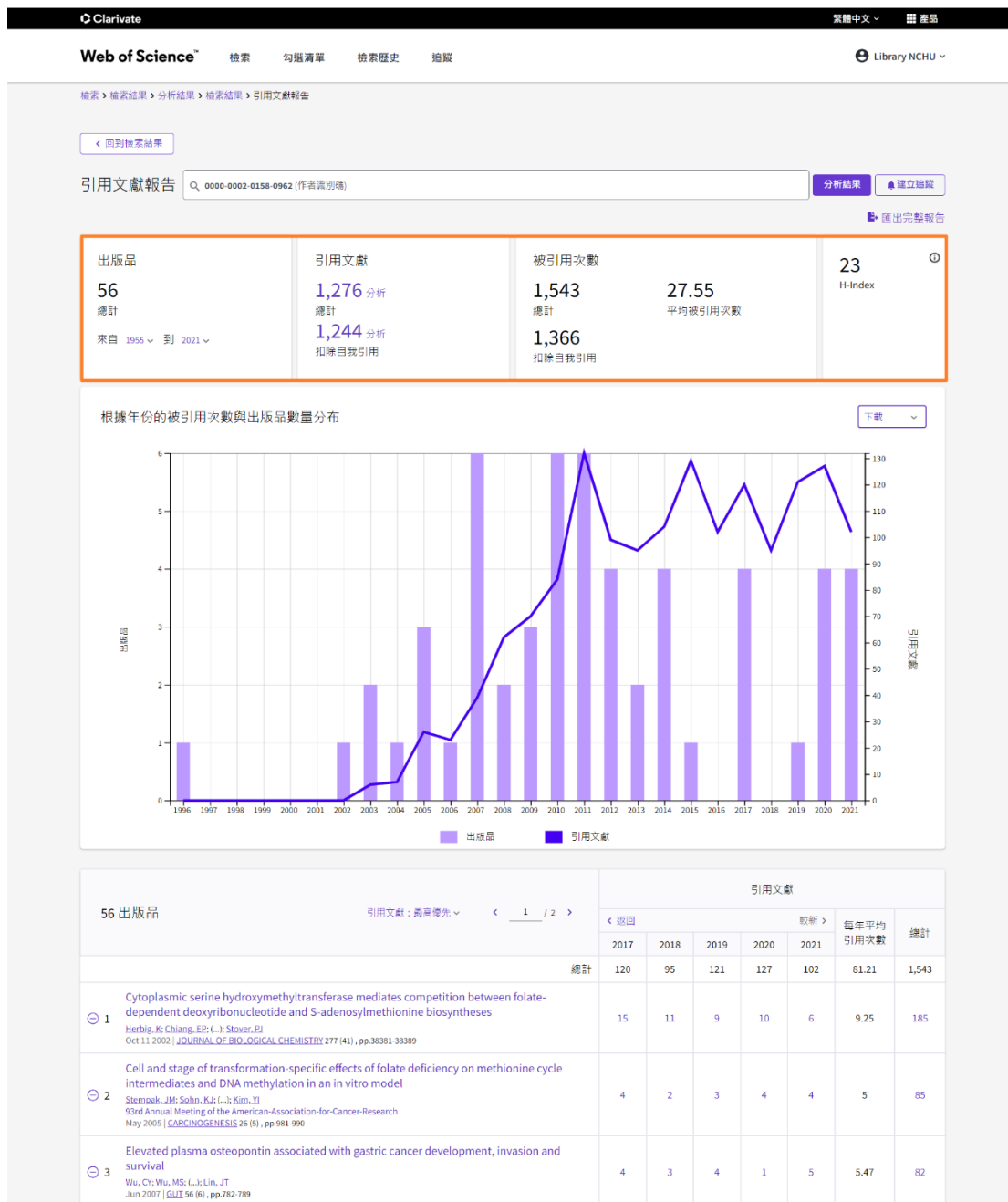


- 若要讓他人能在 Web of Science 使用您的 ORCID iD 查詢您的著作，您需登入 ResearcherID 在 Manage Profile 將 ResearcherID 顯示狀態設定為 Public，並在 My Publications 將作品清單列齊，待系統更新(14 天)後才可被查詢。

 **分析結果：**可利用下拉選單進行分析，了解被引用狀況，並以視覺圖表方式呈現並提供下載功能。

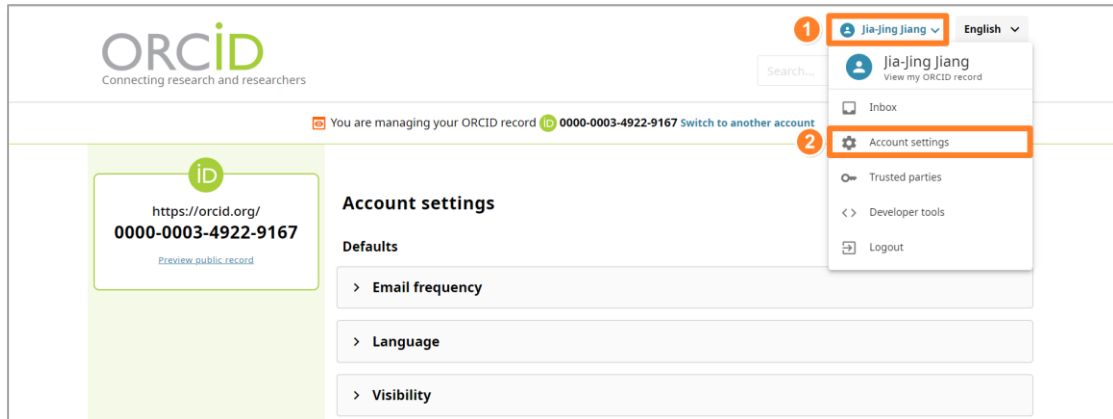


建立引用文獻報告：針對任何一組少於 10,000 筆紀錄的結果，提供引用總覽報告，包含出版品總數、h-index、被引用次數總和及引用文獻等統計資料。



2. ORCID QR Code

❶ 登入 ORCID，點選右上角下拉選單「Account settings」



❷ 找到「Get a QR code for your ORCID iD」後，點選「Click to download your QR code」下載，可應用於個人網頁、簡報或名片

