

ResearcherID: Creating and Managing Your Account

1. Create a ResearcherID Account

- Access ResearcherID at <http://www.researcherid.com> and click on 
- Enter your name and email address and click on . You will receive an email inviting you to register.
- Copy and paste the link they will send you in the email into your browser and then enter your details in the registration form.
- Click on  and accept the terms and conditions. Your unique ResearcherID number is now displayed on the screen. You will also receive it by email.
- Click on the link to log in to ResearcherID. You will be presented with a page that displays your profile information and a URL which you can put into webpages to provide a link to a list of your publications once you have added them to your profile.
- Click on the **Manage Profile** link if you wish to add an additional institution or other information to your profile such as keywords and URLs to your professional website, etc., and also to set your public / private preferences, i.e., which information is available for public view.

2. Add Your Publications to Your Profile

- From your profile home page, click on the **Add** link under **My Publications** to the left of the screen. (do not confuse with the *Publication Lists*, which are for you to compile lists of other people's publications, e.g. colleagues)

TIP: You are advised to retrieve publication details from **Web of Science** or **Web of Knowledge** in order to include citation information and your h-index in your ResearcherID profile. Citation counts will *only* accumulate and display for references retrieved from **Web of Science** or **Web of Knowledge**.
- Click on **Search Web of Knowledge**, **Search Web of Science** or **Search Web of Science Distinct Author Sets** (the last option is particularly useful if you have a common name or lots of publications).
- Fill out the search criteria and click on the **Search** button.

- Select the articles that are your publications and click on **Add selections to: My Publications:** 
- To go back to your profile click on  at the top of the page.
- If you have made a mistake, to delete publications from your profile page click on **Manage**, select the incorrect publication and click on the **Delete** button
- If you have publications that do not exist in **Web of Knowledge / Web of Science**, you can upload references directly from EndNote Web or upload a file in RIS format. Note, however, these references will not include citation information and therefore will not make a difference to your citation metrics.

TIP: You can export your references in EndNote to an RIS file. In EndNote, select the desired references; then select **File** → **Export**; choose **RefMan (RIS) Export** as an output style. Once the RIS file is created, it can be imported into ResearcherID.

3. Searching ResearcherID

- Researcher ID is a freely available website - you can search for and view other researchers' profiles. Connect to: <http://www.researcherid.com>
- To search for an author, enter their surname in the quick search box on the ResearcherID home page.
- To include an author's initial or first name in your search or to search for authors at a particular institution, or from a particular discipline, click on **more options**. **Note:** You will only be able to view profiles where researchers have allowed them to be public.
- Click on the author's name to view their full profile.
- The **Publication List** shows a list of the researcher's publications with the most highly cited first. You can change the order of the display using the drop-down menu. Click on **Citation Metrics** to view bibliometric information, including the sum of the times cited, average citations per article and h-index.

Contact Nancy Schiller, schiller@buffalo.edu, or Ben Wagner, abwagner@buffalo.edu, if you have questions.