### CLAIMING OR REJECTING SUGGESTED AUTHOR IDENTIFIERS

Elements will suggest author identifiers based on your name-based search settings, including identifiers from ORCID, Dimensions, Scopus, ResearcherID, arXiv, figshare and SSRN. You will need to approve or reject the identifiers using the Yes and No buttons so that Elements can automatically retrieve publications in databases using these identifiers and place them in the 'Mine' or 'Not Mine' folders.

• Click the hamburger icon in the top left corner of the page.

**Elements** 

	LSU	
ය	Homepage	
2	MY ACTIONS (1 of 8)	:
alla	+ Add your ORCID iD	
	Adding your ORCID ID can help us find your publications across the web.	>

• Then, in the Settings menu, select Automatic Claiming.

My Profile	Assessment	Open Access	Reporting	Category Admin
My Work		About Me		Settings
> Publications		> Edit Profile		> Automatic Claiming
> Grants				> Name-based Search
> Professional Activities				> Account Settings
> Teaching Activities				> Configure Homepage
> Pieces of Equipment				> Manage Delegates
> Projects				
> Organisation	al Structures			

• For each of the suggested author identifier, click on the link for the associated publications. Look at the publications associated with that ID to check that they belong to you.

# LSU Elements

## FACULTY ACTIVITY REPORTING Claiming or Rejecting Identifiers

#### Automatic claiming

Please tell us about the identifiers that are used to identify you in external data sources.	
The more you can tell us, the less often you will be asked to verify which items are yours.	
<b>Do these identify you?</b> We'd like to use these to help clear your pending list, and possibly find more of your items online.	
Dimensions Researcher ID : ur.016217123657.50 Seen in 148 pending, 0 claimed, 1 rejected, and 0 other publications >	YES NO IGNORE
Dimensions Researcher ID : ur.013231221657.51 Seen in 110 pending, 0 claimed, 0 rejected, and 0 other publications »	YES NO IGNORE

 If the author ID belongs to you, click on the Yes button. If the author ID doesn't belong to you, click on the No button. Click on Ignore if you do not want Elements to automatically claim or reject publications belonging to this author ID.

Automatic claiming	
Please tell us about the identifiers that are used to identify you in ex The more you can tell us, the less often you will be asked to verify which items are you	ernal data sources. <sup>urs.</sup>
Do these identify you? We'd like to use these to help clear your pending list, and possibly find more of your iten	is online.
Do these identify you? We'd like to use these to help clear your pending list, and possibly find more of your iten Dimensions Researcher ID : ur.016217123657.50 Seen in 148 pending, 0 claimed, 1 rejected, and 0 other publications >	is online. YES NO IGNORE

## MANUALLY ADD AN AUTHOR ID TO YOUR PROFILE

It is possible that you could have an author ID that was not found by Elements. Follow the steps below to manually add your author IDs.

- On the same Automatic Claiming page as mentioned above, scroll down to the Add external profiles box.
- Under Add external profiles, click on the link for the type of ID you would like to associate with your account.



• In the pop-up window, enter the ID associated with your publications and click the **NEXT** button.

Identifier Preferences
Add a new ResearcherID
Enter your ResearcherID author identifier, e.g. "C-4764-2008".
CANCEL

• On the Identifier Preferences screen, confirm that "Auto claim associated items" is selected and click **CONFIRM**.

Identifier Preferences
Add a new ResearcherID
AAY-6480-2021 What should we do with this ResearcherID?
<ul> <li>Auto claim associated items</li> <li>Auto suggest associated items</li> <li>Auto reject associated items</li> <li>Ignore this ResearcherID</li> </ul>
<ul><li>The selected action will:</li><li>Cause new items associated with this ResearcherID to be automatically claimed for you.</li><li>Allow the system to show this ResearcherID on your profile</li></ul>

• A confirmation window will appear confirming the items have been automatically claimed. Click OK.

Elements





• The ID should now appear under your External profiles list.

