PBN, ORCID i POL-on

INSTRUCTIONS FOR CREATING AN ACCOUNT IN THE POLISH BIBLIOGRAPHY SYSTEM SCIENCE (PBN) AND LINKING THE PBN ACCOUNT WITH THE ORCiD NUMBER AND IDENTIFIER IN THE POL-ON SYSTEM

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1. Creating an account in the ORCiD database and creating an international scientist number

**ORCiD number** (*Open Researcher and Contributor ID*) – a code created to clearly identify authors and co-authors of scientific and academic publications.

ORCID is a digital identifier that is used to find a scientist in electronic resources. Thanks to it, you can quickly identify the scientific achievements of a specific person, simplify the registration procedure when sending scientific articles to publishers and submitting grant applications.

The ORCID number has:

- improve confirmation of the researcher’s identity,
- eliminate the problem of duplicate authors' names,
- eliminate different versions of name and surname,
- facilitate the collection of data on all publications of a given author in one place - it is necessary for people who want to keep their scientific bibliography in the PBN system,
- allow another person to review the author’s scientific achievements,
- facilitate automatic data exchange between the scientist’s profile in ORCiD and profiles in the Web of Science database.

Each scientist whose publication achievements are to be taken into account in the evaluation is required to have an ORCiD identifier and to link his PBN account and data in the POL-on system to it.

The only institution that can issue an ORCiD ID is the ORCiD organization. You can register an account directly on the home page: [https://orcid.org/](https://orcid.org/) by performing the following steps:

1. Enter the address [https://orcid.org/](https://orcid.org/) in your browser and open the ORCiD website.

   If you do not have an ID yet, you must complete the account creation procedure by selecting the **SIGN IN/REGISTER ❶** option.

2. When the login window appears, select **Register now ❷**, and provide the **data necessary to create an account ❸**, including the e-mail address, and select the **Next ❹** button.
3. A list of accounts created with the same name and surname or only the surname or first name and assigned affiliation will be displayed. Before creating an account, after verifying the displayed list, you must confirm that you have not previously created an account visible on the list. To do this, select the **NONE OF THESE ARE ME, CONTINUE WITH REGISTRATION**.

4. You set our own account password according to the given requirements. You agree, then select the **NEXT button**.
5. In the next steps, you mark **how records from the ORCiD database should be visible** ❶, give appropriate consent ❷, confirm that I am not a software robot ❸ and click the **REGISTER** button ❹.

6. After creating an account, an ORCiD number ❺ will be assigned and displayed **on the profile visible after logging in** ❶. You can also check how the number and profile will be presented to the public ❷.
Creating an account in the Polish Scientific Bibliography (PBN) system

2. If you do not have an account in PBN, select the **Zarejestruj się** (Register) option ❶.
3. When creating an account, provide the required data and click the **Zarejestruj się** (Register) button ❷. When creating an account, please provide an e-mail address in the domain usz.edu.pl.

4. A message will appear on the page informing you that a message has been sent with instructions on how to activate your account ❸. You open the message and click on the link that was sent in the email content.

5. Then log in to your PBN account at https://pbn.nauka.gov.pl/auth/login. Enter your login (e-mail address provided during registration), password and click **Zaloguj** (Log in) ❹.
3. Linking the PBN account with the ORCiD system account

2. Expand your profile information and select Twoje konto (Your account) menu ❶.

3. In the author’s profile, in the Integracje zewnętrzne (External integrations) block, select Stwórz lub podłącz ORCID button (Create or connect ORCID button) ❷.
4. After clicking the link, the website [https://orcid.org](https://orcid.org) will open, where:
   a) if you do not have an ID yet, go through the procedure of creating a Register now account ❶;
   b) if you already have an ORCiD ID, Sign in ❷.

![Sign in](image)

5. After registering an account in ORCiD, click the Authorize access button ❸.

![Authorize access](image)

6. The page will automatically return to the PBN account and the linked ID will be visible in the ORCiD field.
4. Connecting the POL-on ID with the PBN account associated with the ORCiD number

2. On the page with profile user data [menu Twoje konto (Your Account menu)], in the Podłącz konto do danych z POL-on (Connect account to POL-on data block), click the POL-on button ❶. A window will open in which you must enter your PESEL number. In the case of foreigners who do not have a PESEL number, please provide the ID document number preceded by the two-letter country code without spaces ❷. Confirm the entered data by clicking the Podłącz (Connect) button ❸.
3. Correct linking of the PBN account with the ORCID number and identifier in the POL-on system will appear on the PBN website (public website) as presented below. The ORCID number and the unit with which the employee or doctoral student is associated will appear next to the personal data.