

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:

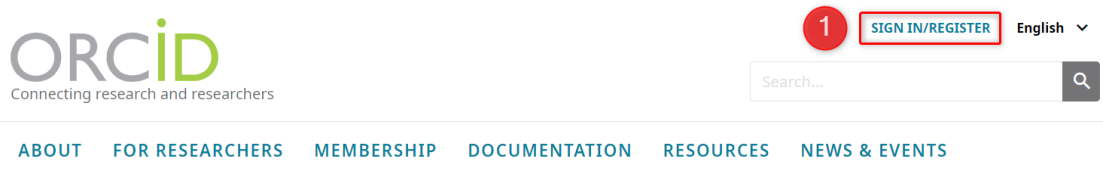
- improve confirmation of the researcher's identity,
- eliminate the problem of duplicate authors' names,
- eliminate different versions of name and surname,
- facilitate the collection of data on all publications of a given author in one place - it is necessary for people who want to keep their scientific 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/> by performing the following steps:

1. Enter the address <https://orcid.org/> in your browser and open the **ORCID** website.

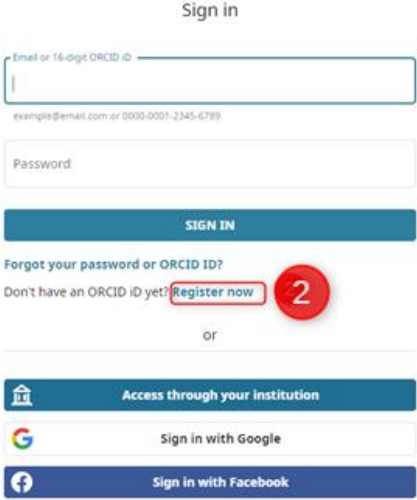
If you do not have an ID yet, you must complete the account creation procedure by selecting the **SIGN IN/REGISTER** **1** option.



2. When the login window appears, select **Register now** **2**, and provide the **data necessary to create an account** **3**, including the e-mail address, and select the **Next** **4** button.

Create your ORCID iD
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](#)



3

First name ?

Last name (Optional)

Primary email ?

Confirm primary email

Additional email (Optional) ?

+ Add another email

GO BACK **4** NEXT

- 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** **5**.

Could this be you?

We found some accounts with your name, which means you may have already created an ORCID iD using a different email address. Before creating an account, please confirm that none of these records belong to you. Not sure if any of these are you? [Contact us](#).

First Name	Last Name	Affiliations	View Record
Karolina		International Institute of Molecular and Cell Biology	View Record
Barbara			View Record
Piotr			View Record
Monika		Govt. Polytechnic College, International Centre Fro Radio Science, JIET Group of Institutions	View Record
Monika		Medical University of Bialystok	View Record
Monika		Seth Jai Parkash Mukand Lal Institute of Engineering and	View Record

5

I ALREADY HAVE AN ID, GO BACK TO SIGN IN **NONE OF THESE ARE ME, CONTINUE WITH REGISTRATION**

- You **set our own account password** **6** according to the given requirements. You **agree** **7**, then select the **NEXT** button **8**.

5. In the next steps, you mark **how records from the ORCID database should be visible** **9**, give **appropriate consent** **10**, confirm that **I am not a software robot** **11** and click the **REGISTER** button **12**.

Create your ORCID iD
This is step 2 of 3

Password ?

6

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

Confirm password

7 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
8
NEXT

Create your ORCID iD
This is step 3 of 3

Visibility settings

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?


9
 Everyone (87% of users choose this)
 Trusted Organizations (5% of users choose this)
 Only me (8% of users choose this)

[More information on visibility settings](#)

Terms of Use

10
 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.](#)

11
 I'm not a robot



GO BACK
12
REGISTER

6. After creating an account, an ORCID number **2** will be assigned and displayed **on the profile visible after logging in** **1**. You can also check how **the number and profile will be presented to the public** **3**.

1

Monika

English

Search

ABOUT
FOR RESEARCHERS
MEMBERSHIP
DOCUMENTATION
RESOURCES
NEWS & EVENTS

Thank you for registering. We have sent verification messages to each of your registered email addresses. You will need to verify your primary email address before you can begin adding information manually to your ORCID record.

[Resend verification email](#)

Monika

2
ORCID iD

3
https://orcid.org/0000-0002-0202-7...

View public version

Biography ?

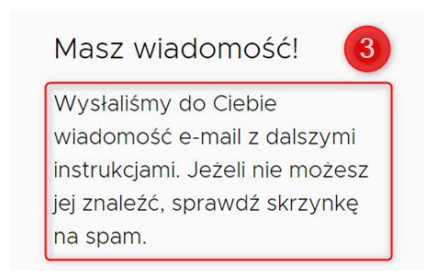
Employment (0)

Employment lists organizations where you have been professionally affiliated. [Add employer.](#)

2. Creating an account in the Polish Scientific Bibliography (PBN) system

1. To register an account, go to <https://pbn.nauka.gov.pl/auth/login>
2. If you do not have an account in PBN, select the **Zarejestruj się** (Register) option **1**.
3. When creating an account, provide the required data and click the **Zarejestruj się** (Register) button **2**. 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 **3**. 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) **4**.

3. Linking the PBN account with the ORCID system account

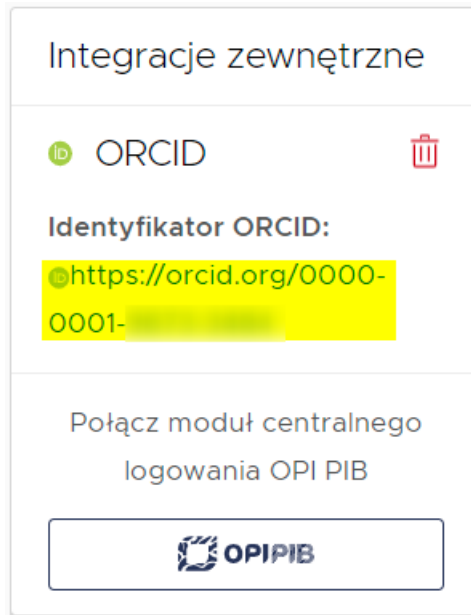
1. Go to <https://pbn.nauka.gov.pl/auth/login> and log in.
2. Expand your profile information and select **Twoje konto** (Your account) menu **1**.

3. In the author's profile, in the **Integracje zewnętrzne** (External integrations) block, select **Stwórz lub podłącz ORCID** button (Create or connect ORCID button) **2**.

4. After clicking the link, the website <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 **1**;
 - b) if you already have an ORCID ID, **Sign in** **2**.

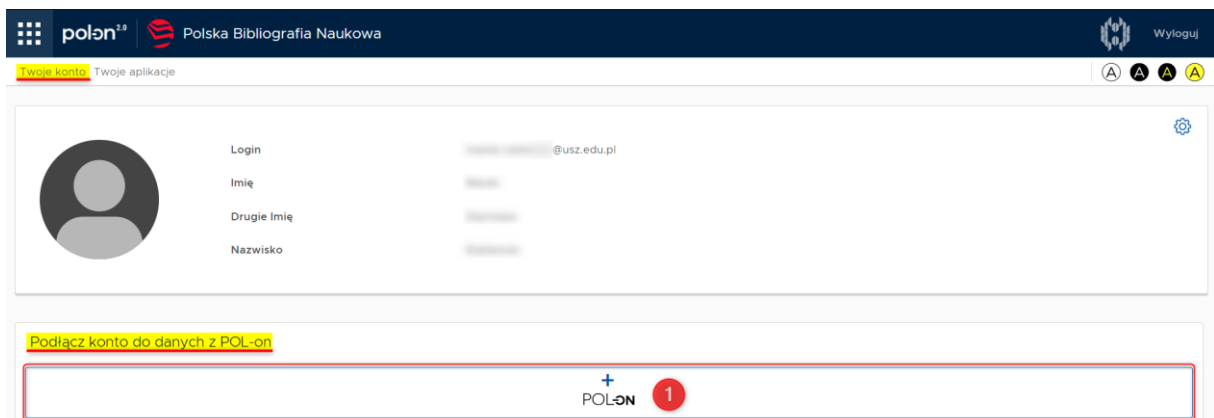
5. After registering an account in ORCID, click the **Authorize access** button **3**.

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

1. Log in to your PBN account at <https://pbn.nauka.gov.pl/auth/login>
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 **1**. 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** **2**. Confirm the entered data by clicking the **Podłącz** (Connect) button **3**.



Podłącz do danych z POL-on

Wpisz swój numer PESEL albo kod kraju i numer dokumentu - na tej podstawie wyszukamy Cię w bazie POL-on i podłączymy dane do Twojego konta i stworzymy Profil Autora. Jeżeli nie znajdujesz się w bazie POL-on, utworzymy Ci profil autora niepowiązany z bazą.

Utworzenie profilu autora - powiązanego z POL-on czy nie - pozwala na zweryfikowanie numeru ORCID w bazie oraz zarządzanie swoimi publikacjami, także wysyłaniem ich do ORCID.

PESEL/Kod kraju i nr dokumentu

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.

