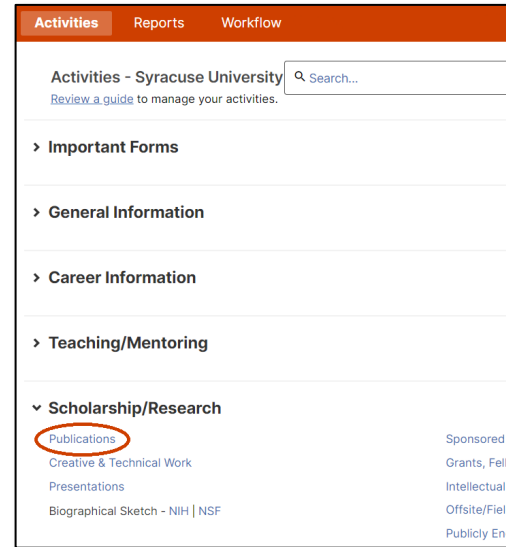
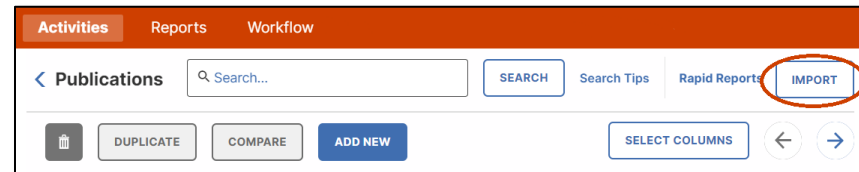


How to Link your ORCID Account with the Faculty Portfolio System

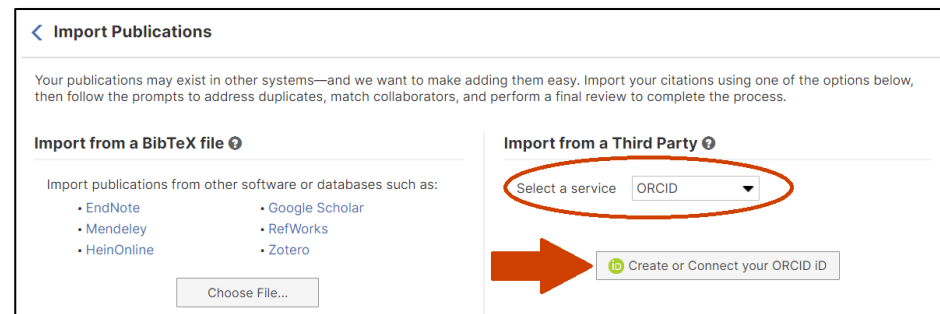
1. Log into the Faculty Portfolio System (<https://facultyportfolio.syr.edu>) and navigate to the Publications screen from your main Activities area.



2. Select the Import button in the upper right corner.

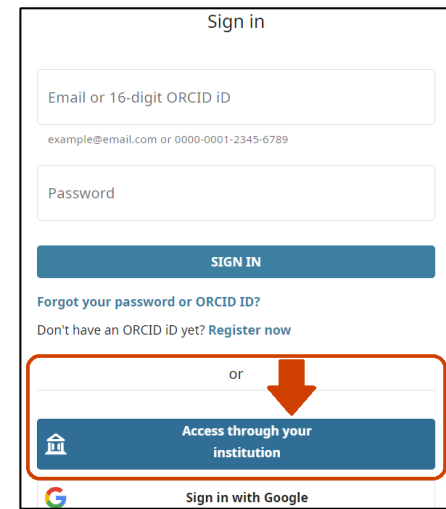


3. Select "ORCID" from the Select a service drop-down menu and click the Create or Connect your ORCID ID button.

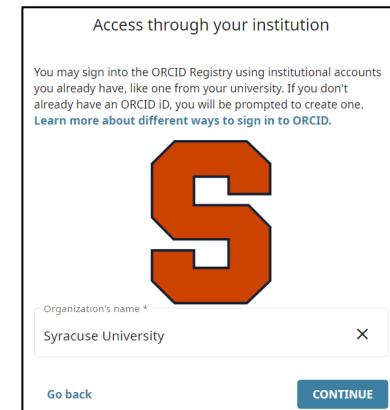


4. You'll need your ORCID id or email and password to sign in and complete the syncing OR you can log in through Syracuse University's institutional account if you have already linked them.

If you have not already done so, this is also a great opportunity to link your ORCID account to Syracuse University's institutional account. To do this, select the "Access through your institution" button.



5. Begin typing Syracuse University into the Organization's name and select the option when it appears. Then, click Continue.



6. If you have already linked your ORCID and Syracuse accounts, you're all set! If not, you will be prompted to log in to your ORCID account to complete the syncing.