



U.S. Department of Transportation
Federal Railroad Administration

Creating an ORCID ID



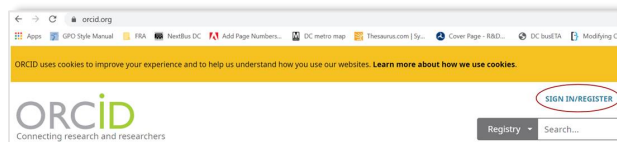
Authored by: Medallio Green & Andrew Duffin
Office of Research, Development and Technology (RD&T)

What is an ORCID ID?

ORCID IDs are used to store all published material under the author's name and all names associated to those authors. All information is confidential. The account creation process is also easy and free.

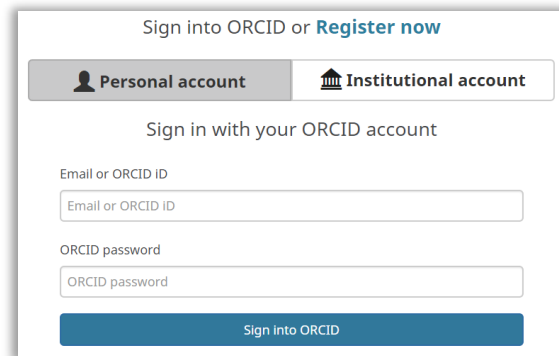
Step 1

First go to <https://orcid.org/> and select the SIGN IN/REGISTER button at the top right-hand of the page.



Step 2

Choose the 'Personal account' option when creating an account. You can login under an institution or organization, but that particular institution will need an existing account.



Step 3

Fill out the form:

First name

Last name (Optional)

Primary email

Additional email (Optional)

+ Add another email

Password

8 or more characters

1 letter or symbol

1 number

Confirm Password

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. [More information on visibility settings.](#)

By default, who should be able to see information added to your ORCID Record?

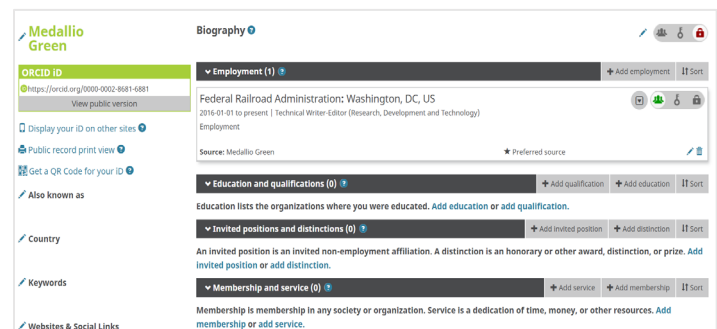
☐ Everyone (87% of users choose this)

☐ Trusted parties (5% of users choose this)

☐ Only me (8% of users choose this)

Step 4

A unique number is automatically generated and can be seen within the profile (see [0000-0002-8681-6881](#)). Here, each author can add all important information, including, nicknames, institutions, employment, education, etc.



Helpful notes: When authoring Technical Reports for the Federal Railroad Administration's RD&T, the ORCID ID is required on the Report Documentation Page for ALL authors.

Only individual accounts can be created for the ORCID ID.

All other sites featuring the author's work and similar profiles as the ORCID ID (e.g., ResearchGate) can be linked to their ORCID ID profile.