Quick Start Guide: Auto-Claiming in Elements

CU Boulder Elements (CUBE) supports the automatic claiming of publications when certain author identifiers are found on publications. While CUBE will continue to use name-based searching for publications, the identifier-based automatic claiming will save users time in adding publications flowing through automated data sources. CUBE can auto-claim publications based on the following identifiers:

- ORCID iD iD
- ResearcherID
- Email addresses

Including identifiers such as ORCID iDs on your manuscript submissions allow Automatic Claiming in Elements to work best.

Setting Up Automatic Claiming:

To begin, click on the tribar (≡) icon on the top-left corner of the window. Navigate to My Profile, then Settings, and Automatic Claiming.
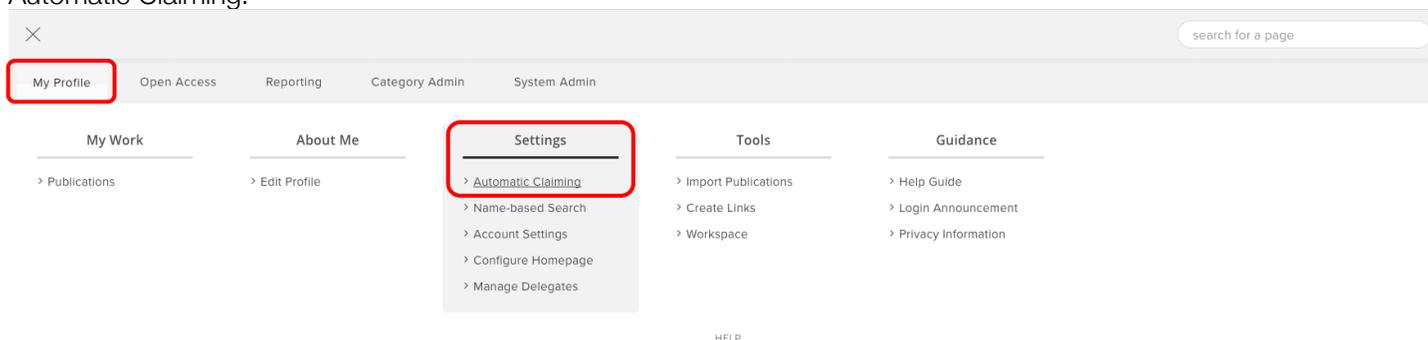
On the "Automatic Claiming" page, you may see a list of data sources under the "Does this identify you?" section.
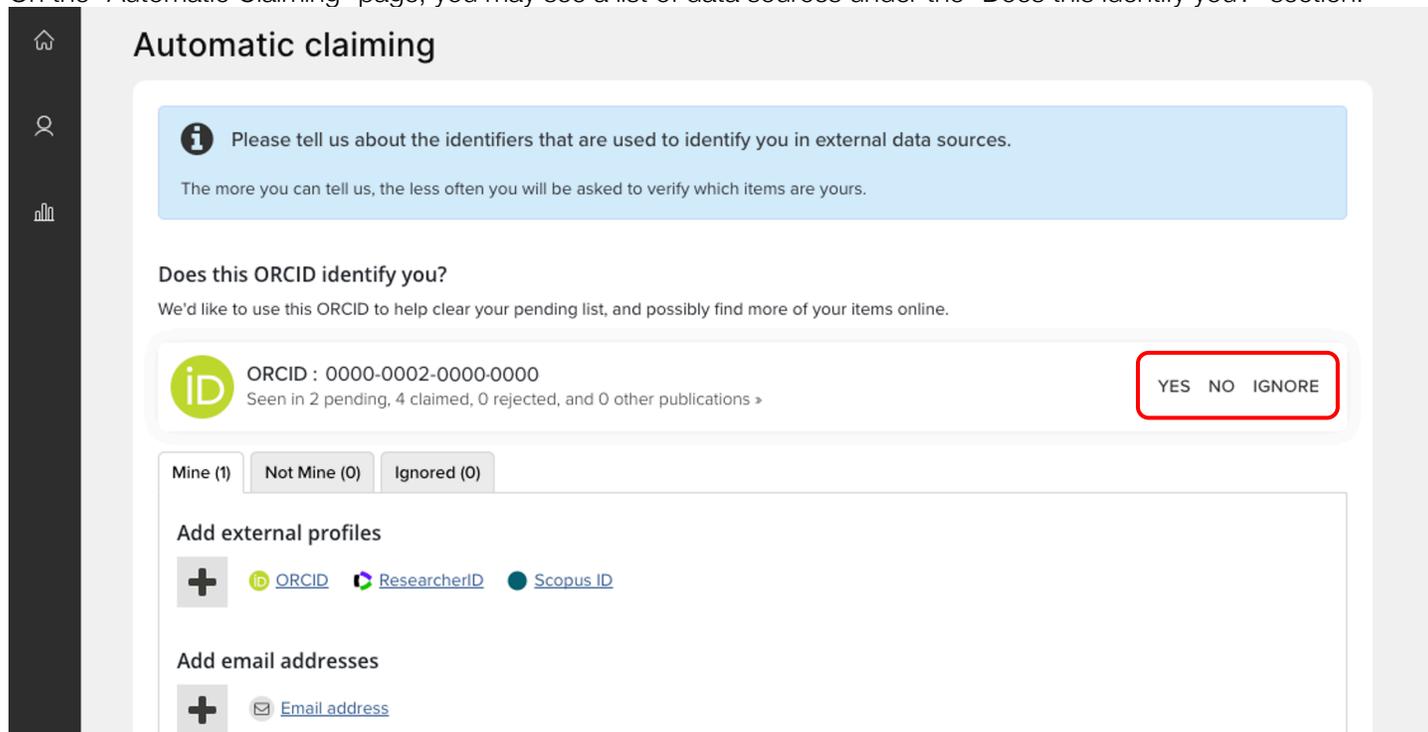
CUBE has harvested the identifiers from publications that have flowed in through the automated data sources. Click the **Yes, No,** or **Ignore** buttons beside each identifier to tell CUBE what to do if it finds this identifier in a publication.

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If you are not sure about the identifier, click the link to be taken to the identifier in question.

If you select **Yes**, a menu will pop up with two options and a description of outcomes:
- **Auto claim associated items** – Select this option if this identifier always identifies you, and you want CUBE to claim all publications that contain it.
- **Auto suggest associated items** – Selection this option if the identifier sometimes identifies you, or when you still want to manually claim or reject publications.

If you select **No** or **Ignore**, a menu will pop up with the two options and a description of outcomes:
- **Auto reject associated items** – Select this option if the identifier never belongs to you; this option is useful if you are erroneously offered IDs belonging to other authors with similar names, or IDs belonging to frequent collaborators.
- **Ignore this identifier** – Select this option if you want CUBE to take no action when it finds this identifier in a publication. You may still be offered publications containing this identifier through the name-based search.

Click "Confirm" to apply your selection.

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If no identifiers are suggested, you may also add your own identifier or external profile by clicking on the add (+) icon under the "Add external profiles" section:
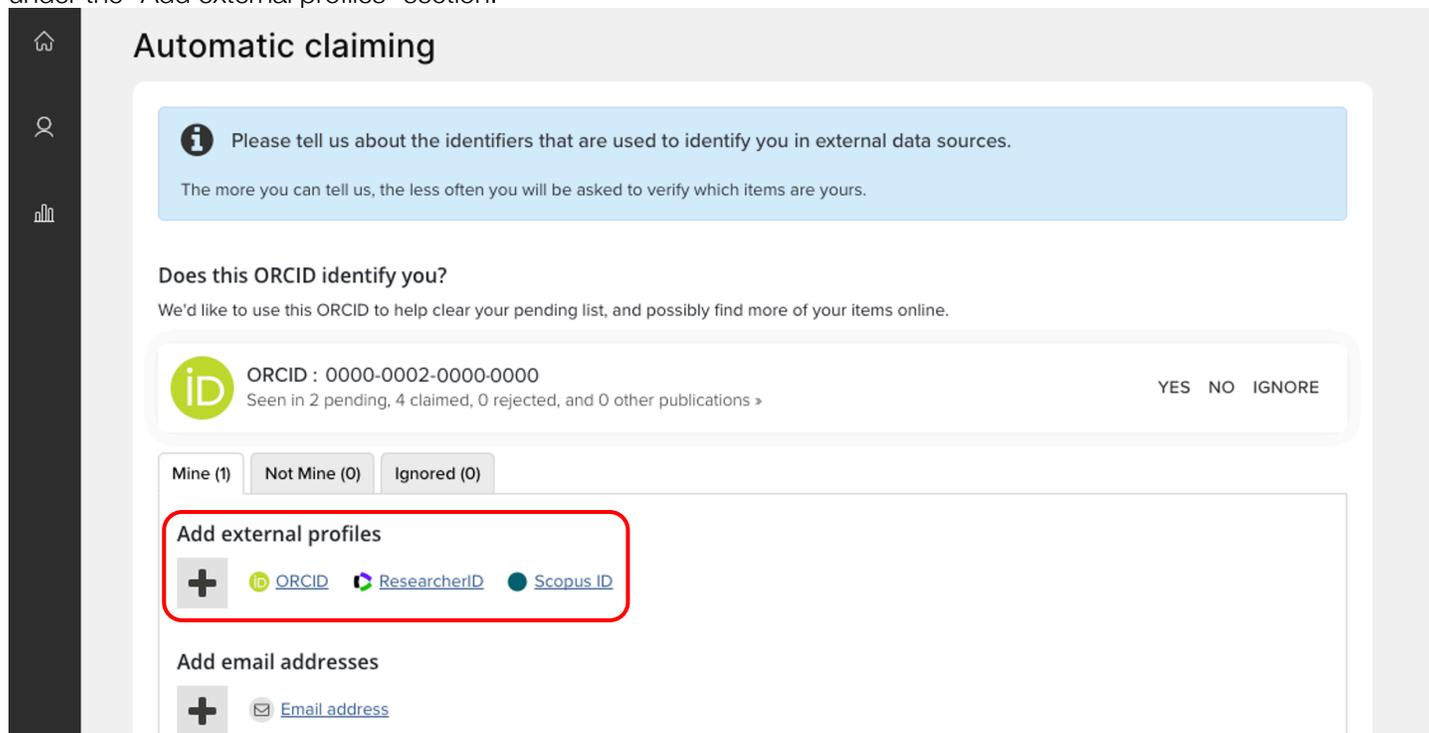
Automatic Claiming via Email:

Email addresses can also be used to auto-claim publications. Click the link "Email address" or the add (+) icon under the "Add email addresses" section, and enter any other email addresses you use on publications.
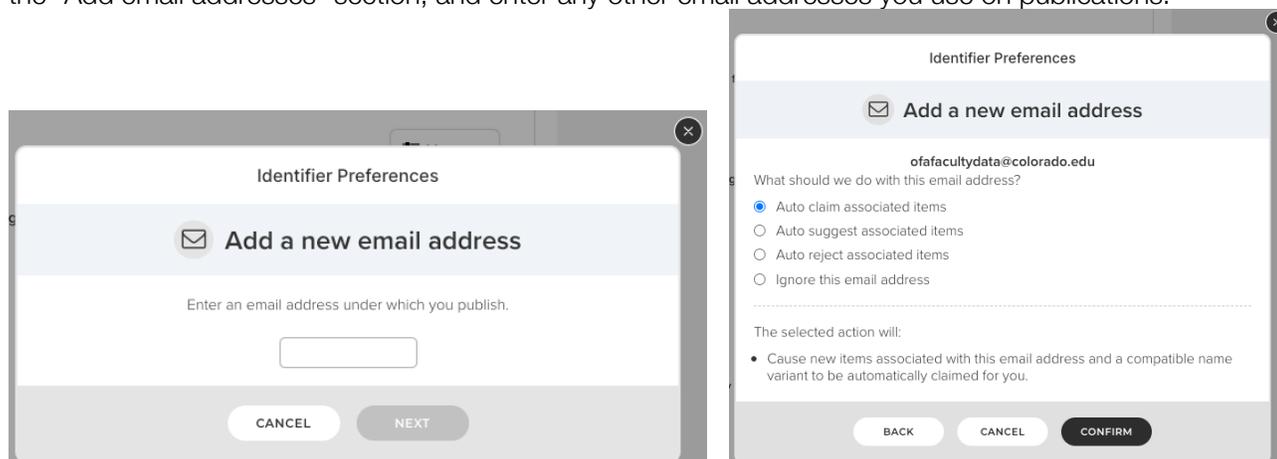
CUBE will review the metadata in your other publications and suggest other email addresses. As with publication identifiers, you will have the option to automatically claim or automatically suggest publications that match the email addresses in CUBE. Click "Confirm" to save the email address.

Additional Note:
- ResearcherID is the unique identifier for the Clarivate Web of Science index. If you have a ResearcherID, you can add it and either Auto-Claim or Auto-Suggest publications coming through from the Web of Science.
- ScopusID and SSRN IDs may be added, but these are not currently enabled in CUBE and will not return any results at this time.

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