



# Manage your figshare profile

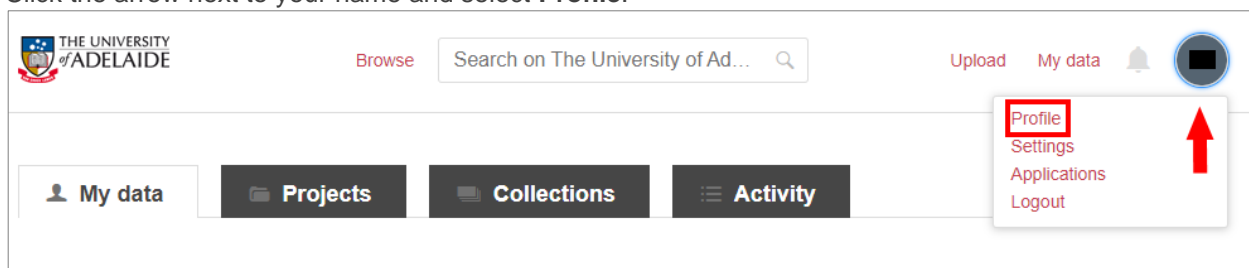
## Introduction

When you first log in to figshare, it is recommended that you update your figshare profile. This is your public facing profile page.

The **First name** and **Last name** fields are mandatory and will already be populated.

## Procedure

1. Click the arrow next to your name and select **Profile**.



## Sync your ORCID

Note: If you haven't got an ORCID, please see the [Sync your ORCID](#) guide for full instructions. [\[link this\]](#)

1. Click on **CONNECT** next to the ORCID field and **Add account**.
2. Enter your ORCID or email address and ORCID password and click **Authorize** to sync your ORCID and figshare profile.

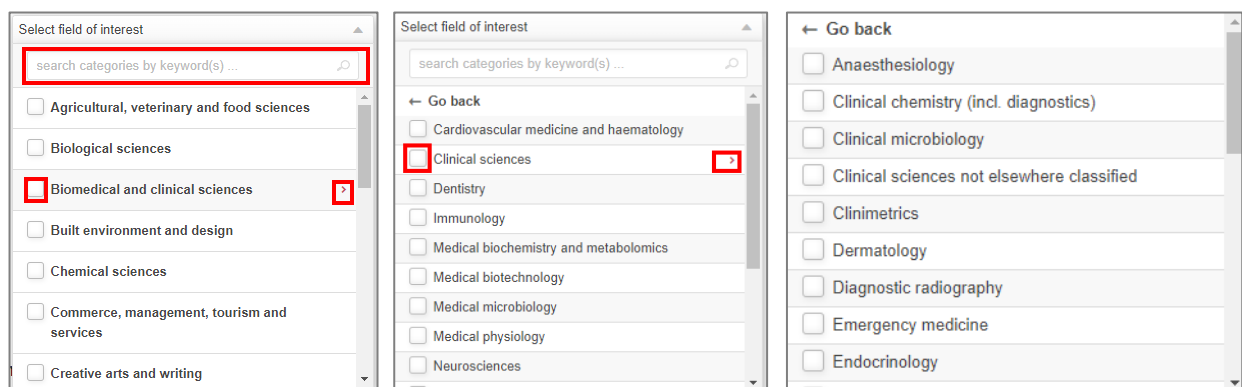
A screenshot of the ORCID sign-in form. It has a title "Sign in". There are two input fields: "Email or 16-digit ORCID iD" with a placeholder "example@email.com or 0000-0001-2345-6789" and "Password". Below the fields is a blue "SIGN IN" button. At the bottom, there are links for "Forgot your password or ORCID ID?" and "Don't have an ORCID iD yet? Register now".A screenshot of the ORCID "Authorize access" form. It shows the user is signed in as a specific user with an ORCID iD. Below that, it says "figshare" has asked for the following access to your ORCID record: "Add/update your research activities (works, affiliations, etc)". There are two buttons: "Authorize access" (highlighted with a red box) and "Deny access".

3. Your ORCID should now appear on your figshare profile page.




## Edit your profile

1. Click the drop down arrow next to **Field of interest**. Select the most appropriate field. To select a more specific field of interest, you can search the categories by keyword or hover your mouse over a category to reveal a red arrow to the right of the option. Click the arrow to reveal the sub-categories and tick the most appropriate option. There are three levels of category and subcategories available, with each level becoming more specific.



2. Upload a picture of yourself by clicking **Change picture** under the picture placeholder. Browse to your desired picture and click **Open**.
3. Add any **social media links** you may have and want to share.
4. Enter some information about yourself in the **Biographical information** box.
5. Click on the **Preview your public profile** link to see how your information will appear.
6. Click **Save Changes** button at the bottom of your profile page to save changes or **Cancel** to discard changes.

 **Hot tip:** it is recommended that you leave the Publications field blank and instead use your [Researcher Profile](#) to list publications as these will be automatically harvested from Aurora.

## Aurora integration

University of Adelaide figshare is automatically integrated with Aurora, so metadata associated with your published items, collection or projects will appear on your Aurora profile and, from there, will flow through to your University of Adelaide researcher profile.

## Contact Us

For further support or questions, please contact ITDS on +61 8 8313 3000 or <https://uniadelaide.service-now.com/myit>