

UWC ORCID Account Authorisation Guide

1. Go to <https://intembeko.orcid.ac.za/> to open the Intembeko ORCID Hub webpage below and click on **Log In** on the right



Welcome to Intembeko, the South African ORCID hub

The Intembeko ORCID Hub will connect research staff and students with the organisations where they study, are employed, or that they receive funding from.

Staff and students can use the Hub to give permission to their institution(s) to access their ORCID records and, in return, South African ORCID Consortium members can use the Hub to assert these relationships in their staff, students', and recipients' ORCID records.

If you are new to ORCID and would like to find out the benefits you can get from creating an ORCID record, you can read about the [benefits for researchers](#).

For information about the South African ORCID Consortium see [TENET's website](#).

FOR RESEARCHERS

The Intembeko ORCID Hub will help connect affiliation to your ORCID profile. So there is one less thing to type.

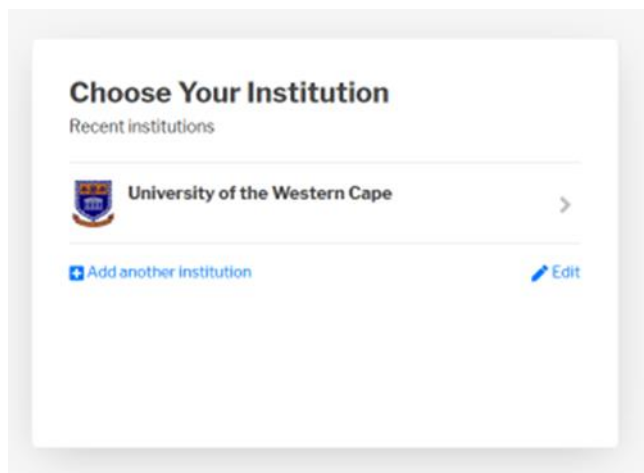
[Read more](#)

FOR INSTITUTIONS

The Intembeko ORCID Hub will help you connect trusted affiliation to your researchers' ORCID profile.

[Read more](#)

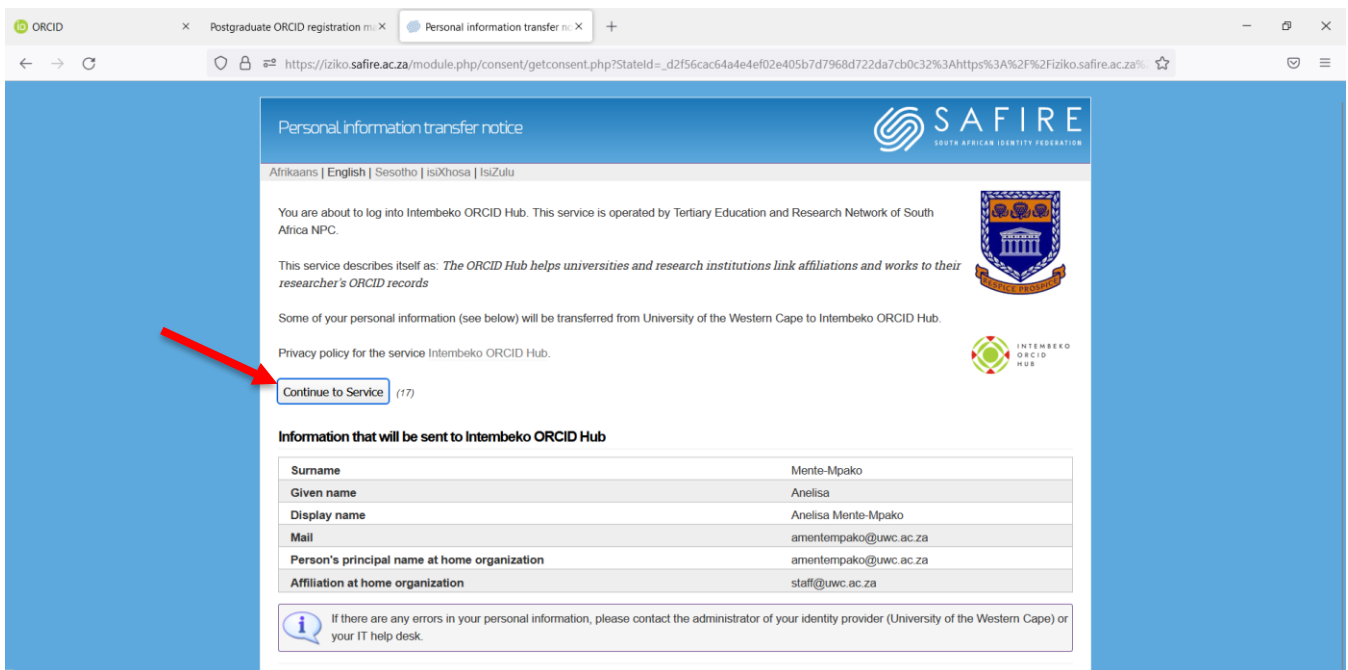
2. On the following screen, select **University of the Western Cape**



3. You will be prompted to sign into the UWC Single Sign On authentication page, use your Novell details (**same details you use to access iKamva**)

A screenshot of the UWC Single Sign On authentication page. The header features the University of the Western Cape logo and the text 'UNIVERSITY of the WESTERN CAPE'. The main heading is 'Enter your username and password'. Below this, a message states: 'A service has requested you to authenticate yourself. Please enter your username and password in the form below.' A paragraph of terms and conditions follows, with a link to a policy document. The form contains two input fields: 'Username' and 'Password'. A 'Login' button is positioned to the right of the password field. At the bottom, there is a link for 'Help! I don't remember my password.' and a paragraph of instructions: 'Please visit the password portal at https://mypassword.uwc.ac.za if you wish to change your password. Should further assistance be required, please contact the ICS ServiceDesk at servicedesk@uwc.ac.za or 021 9592000.'

4. Click on **Continue to Service** on the below screen



Personal information transfer notice

Afrikaans | English | Sesotho | isiXhosa | IsiZulu

You are about to log into Intembeko ORCID Hub. This service is operated by Tertiary Education and Research Network of South Africa NPC.

This service describes itself as: *The ORCID Hub helps universities and research institutions link affiliations and works to their researcher's ORCID records*

Some of your personal information (see below) will be transferred from University of the Western Cape to Intembeko ORCID Hub.

Privacy policy for the service Intembeko ORCID Hub.

[Continue to Service](#) (17)

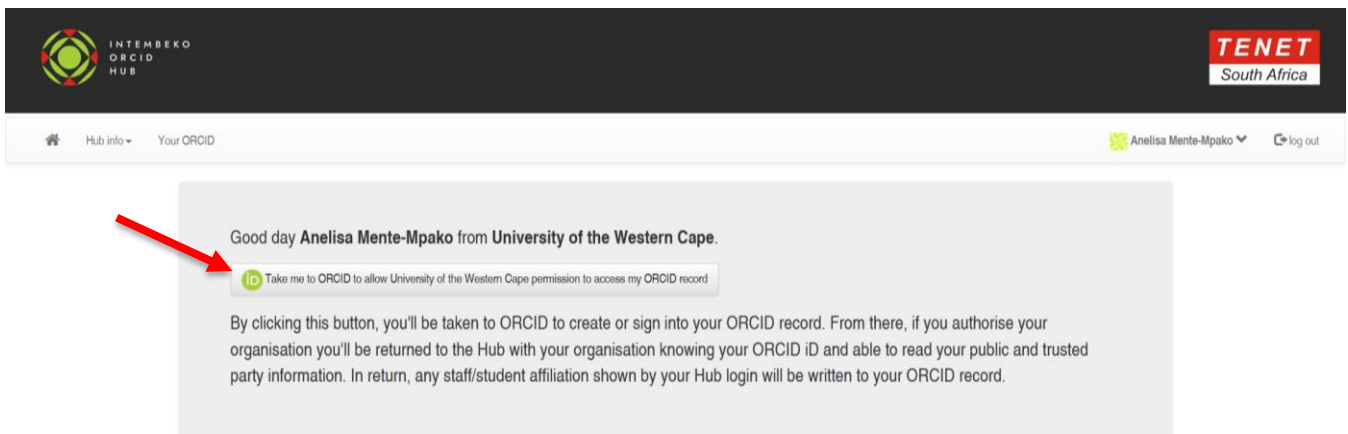
Information that will be sent to Intembeko ORCID Hub

Surname	Mente-Mpako
Given name	Anelisa
Display name	Anelisa Mente-Mpako
Mail	amentempako@uwc.ac.za
Person's principal name at home organization	amentempako@uwc.ac.za
Affiliation at home organization	staff@uwc.ac.za

If there are any errors in your personal information, please contact the administrator of your identity provider (University of the Western Cape) or your IT help desk.

5. Click on **Take me to ORCID** to allow University of the Western Cape permission...

If you don't see this screen, click on caret down arrow next to your name and select "Profile"



INTEMBEKO ORCID HUB

TENET South Africa

Hub info Your ORCID

Anelisa Mente-Mpako log out

Good day **Anelisa Mente-Mpako** from **University of the Western Cape**.

[Take me to ORCID to allow University of the Western Cape permission to access my ORCID record](#)

By clicking this button, you'll be taken to ORCID to create or sign into your ORCID record. From there, if you authorise your organisation you'll be returned to the Hub with your organisation knowing your ORCID ID and able to read your public and trusted party information. In return, any staff/student affiliation shown by your Hub login will be written to your ORCID record.

6.1 **Sign in** with your ORCID login details if you **already have an ORCID profile**

6.2 Select **Register now** to create a **new ORCID account profile**

The screenshot shows the ORCID sign-in interface. At the top, it says "Sign in". Below this is a text input field for "Email or 16-digit ORCID ID" containing the text "amentempako@uwc.ac.za". A smaller example email "example@email.com or 0000-0001-2345-6789" is shown below. A password field is also present. A blue "SIGN IN" button is below the fields. Below the button, there are links for "Forgot your password or ORCID ID?" and "Don't have an ORCID iD yet? Register now". A horizontal line with "or" in the center separates the sign-in options from the social login options. There are three buttons: "Access through your institution" with a building icon, "Sign in with Google" with the Google logo, and "Sign in with Facebook" with the Facebook logo.

7. Click on **Authorize access** to connect your account to UWC Intembeko ORCID Hub

The screenshot shows the "Authorize access" page on ORCID. The ORCID logo is at the top left, and "Authorize access" is at the top right. Below the header, it says "You are currently signed in as:" followed by the name "ANELISA MENTE-MPAKO" and the URL "https://orcid.org/0000-0001-9382-8947". There is a "Sign out" link. Below this, it says "UWC Intembeko ORCID Hub" with a question mark icon. The text "has asked for the following access to your ORCID record:" is followed by a list of permissions: "Add/update your research activities (works, affiliations, etc)" and "Read your information with visibility set to Trusted Organizations". At the bottom of the list, there are two buttons: "Authorize access" (highlighted in blue) and "Deny access". Below the buttons, there is a disclaimer: "If authorized, this organization will have access to your ORCID record, as outlined above and described in further detail in ORCID's privacy policy." and a link to "account settings" for managing permissions.

8. Once you have authorized access, you will have connected your ORCID to the UWC Intembeko ORCID Hub. When your ORCID is connected, you should have the screen below.

Good day Anelisa Mente-Mpako,

You are logged into the Intembeko ORCID Hub through **University of the Western Cape**.

You have given the following permission(s) to your ORCID record using the Hub.

email address	ORCID permission(s)
amentempako@uwc.ac.za	University of the Western Cape can read and write information to your ORCID record <ol style="list-style-type: none">1. University of the Western Cape can read your trusted-party information.2. University of the Western Cape can create and update research activities.

No further action from you is needed; you're welcome to log out of the Hub.

To review and manage all your ORCID permissions, log into the settings page of your ORCID record here: <https://orcid.org/account> and review the "Trusted organisations" listed.

 Take me to my record in ORCID  Hub FAQ 

The authentication process is a once off process.

After this you should login to access your ORCID record from <https://orcid.org/>

For further support, email library-research@uwc.ac.za