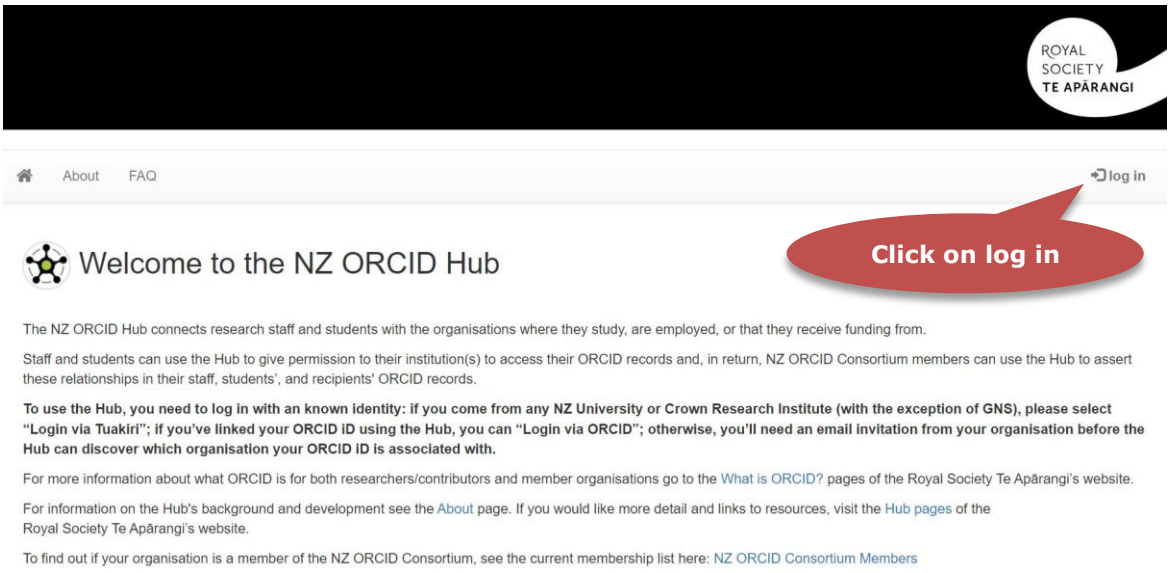
NZ ORCID Hub sign up

Staff and students can use the NZ ORCID Hub to give permission to their institution to access their ORCID records to assert their relationship to their institution as an NZ ORCID Consortium member. **The Royal Society Te Apārangi** is the product owner of the NZ ORCID Hub, built by a team of programmers at The University of Auckland, with guidance from ORCID (see background). The steps below will sign you up to the **NZ ORCID Consortium,** while also authenticating your employment status and formal affiliation to The University of Auckland.

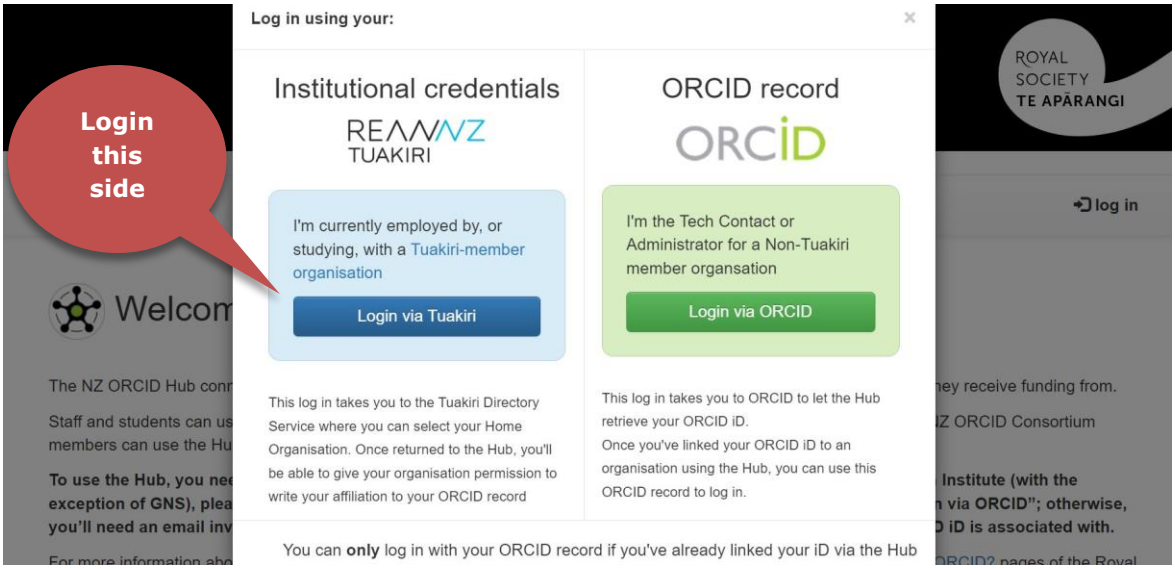
Frequently Asked Questions: https://orcidhub.org.nz/faq

Steps to signing up to the NZ ORCID Hub

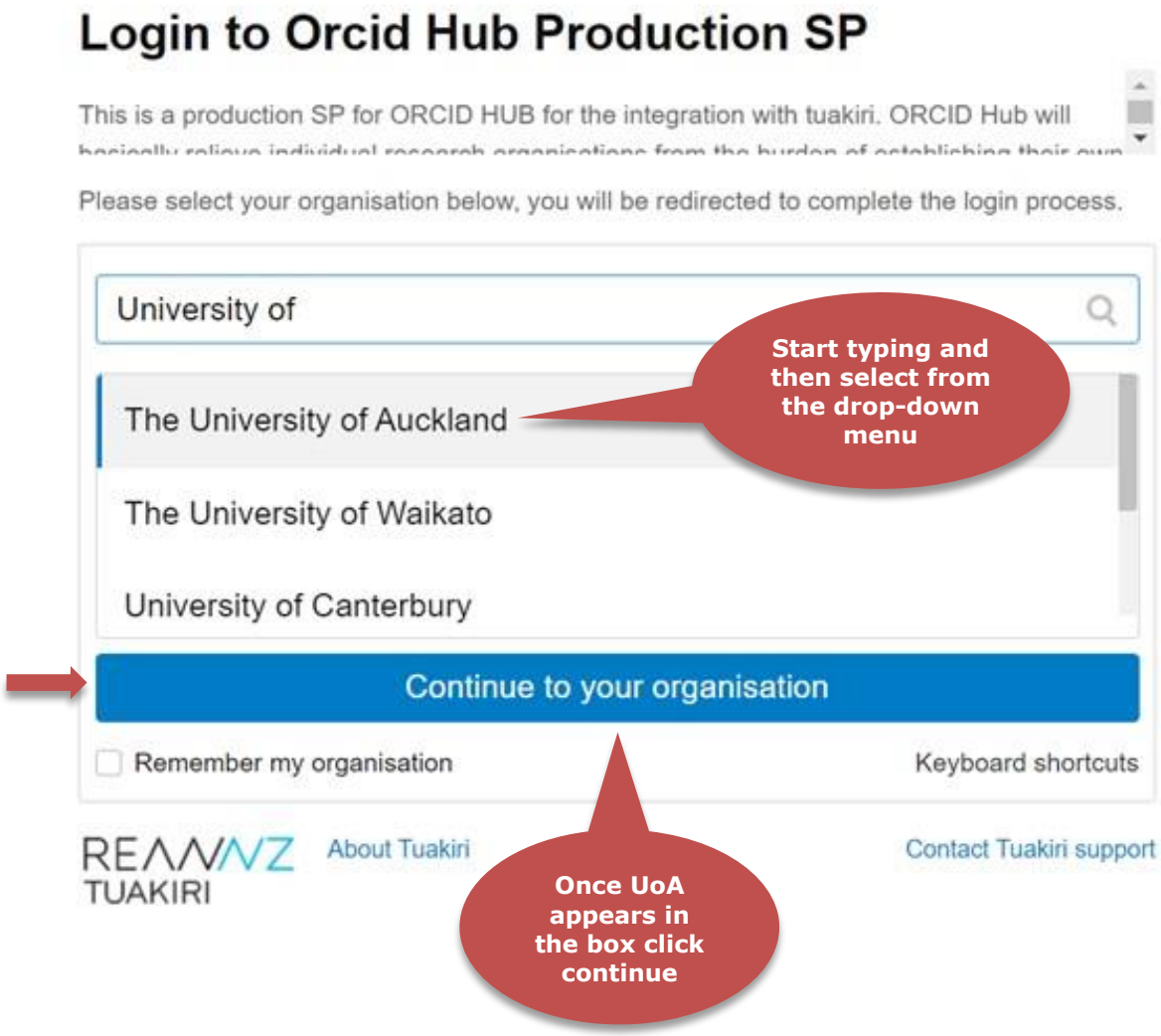
Step 1: Go to https://orcidhub.org.nz/



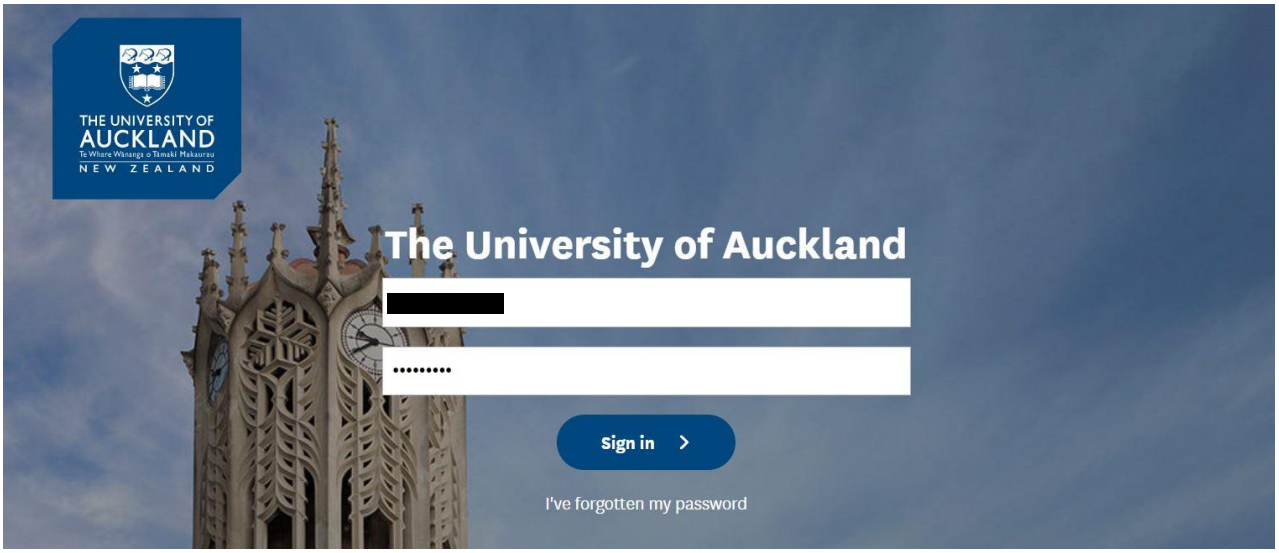
Step 2: Login via Tuakiri Institutional credentials.



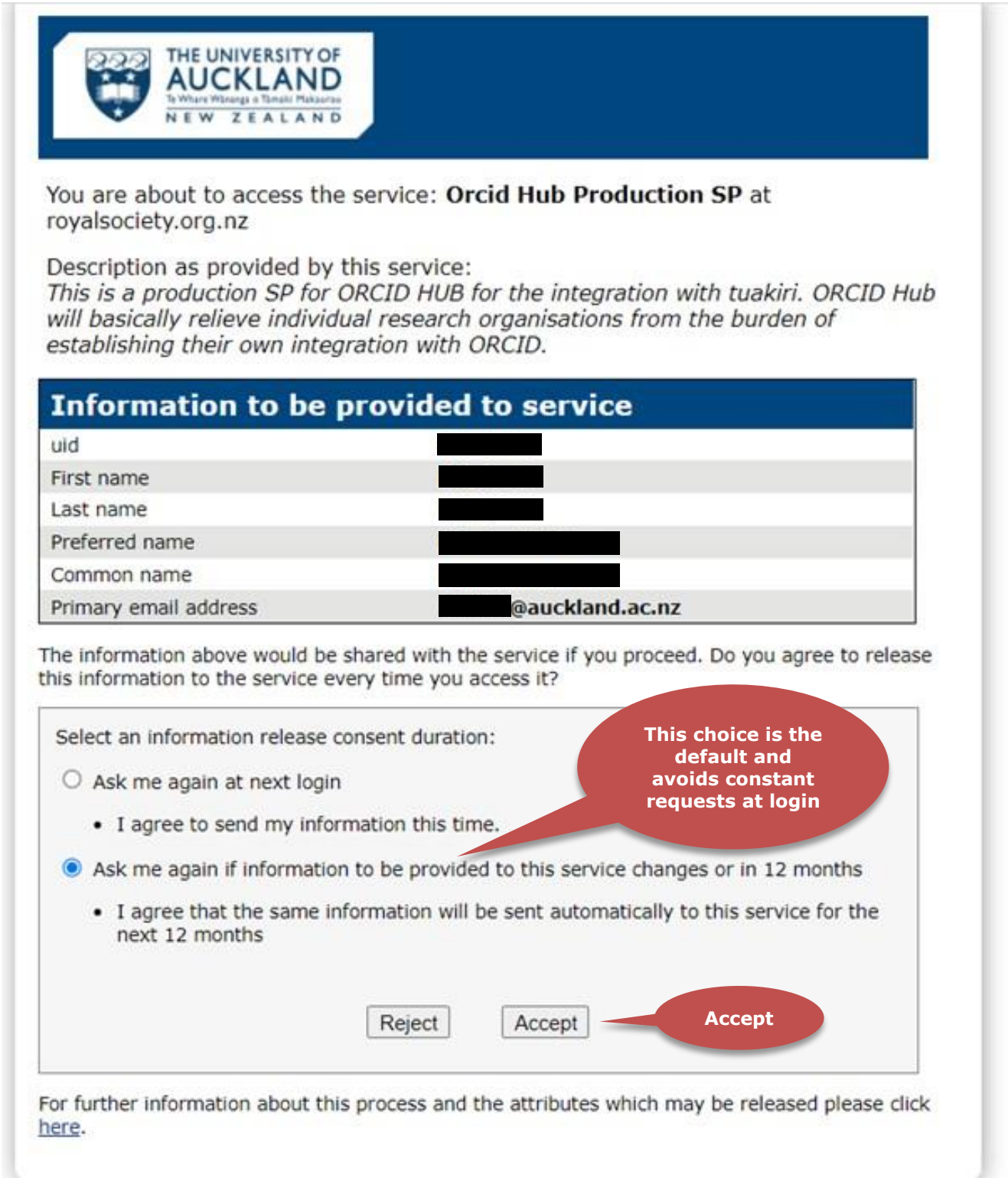
Step 3: This page requires you to search for The University of Auckland.



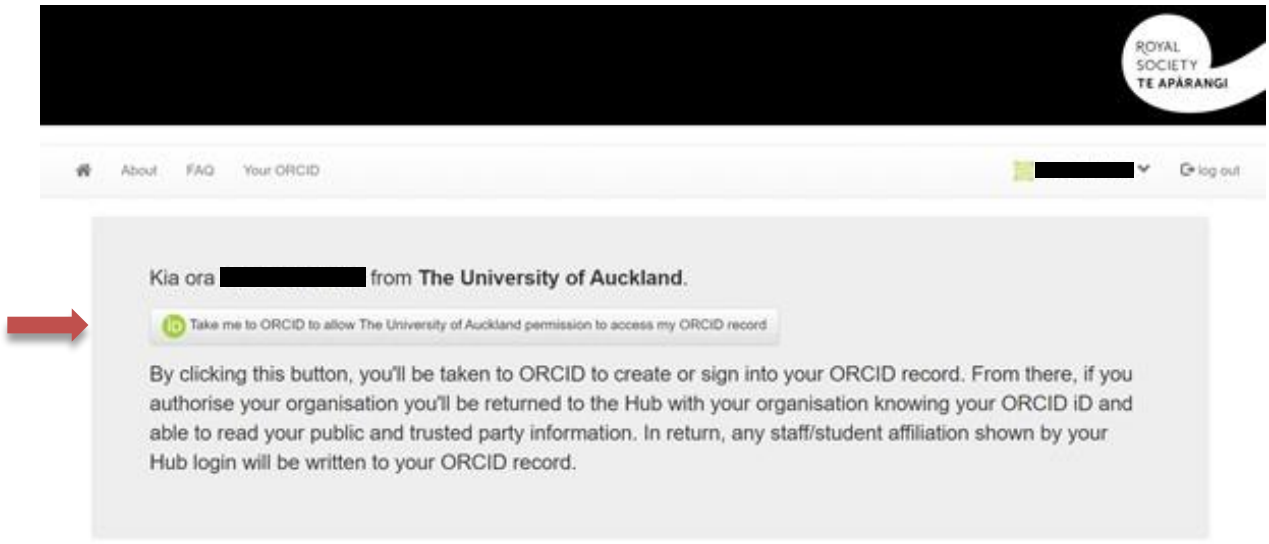
You will then be prompted to log in via the Single Sign-On page.



Step 4: Connect the NZ ORCID Hub with The University of Auckland.



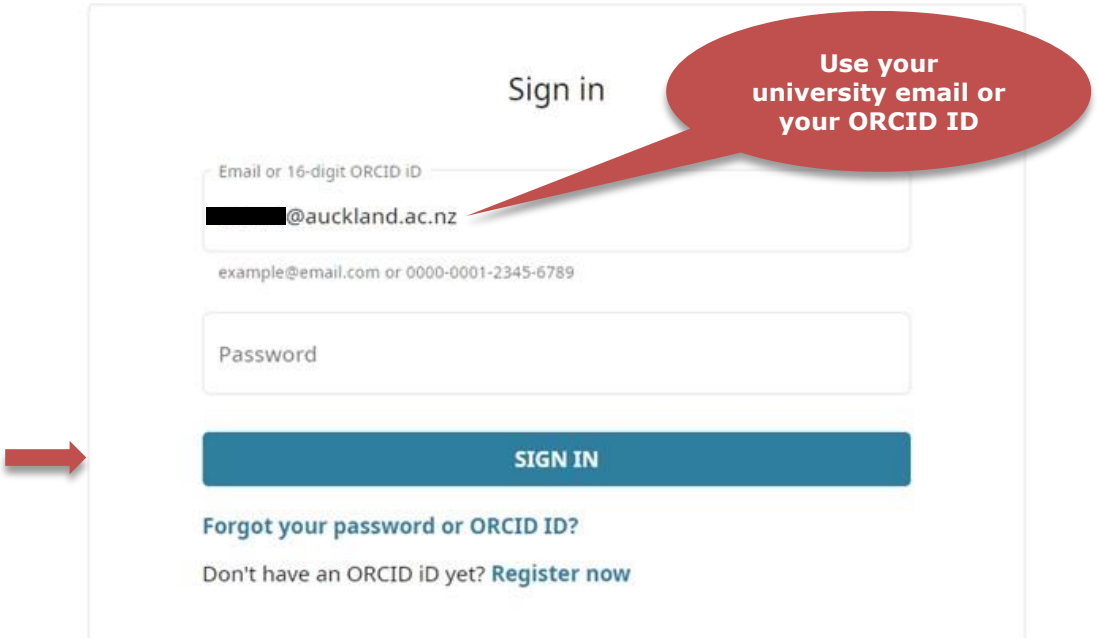
Step 5: This is the crucial button to click on to continue.



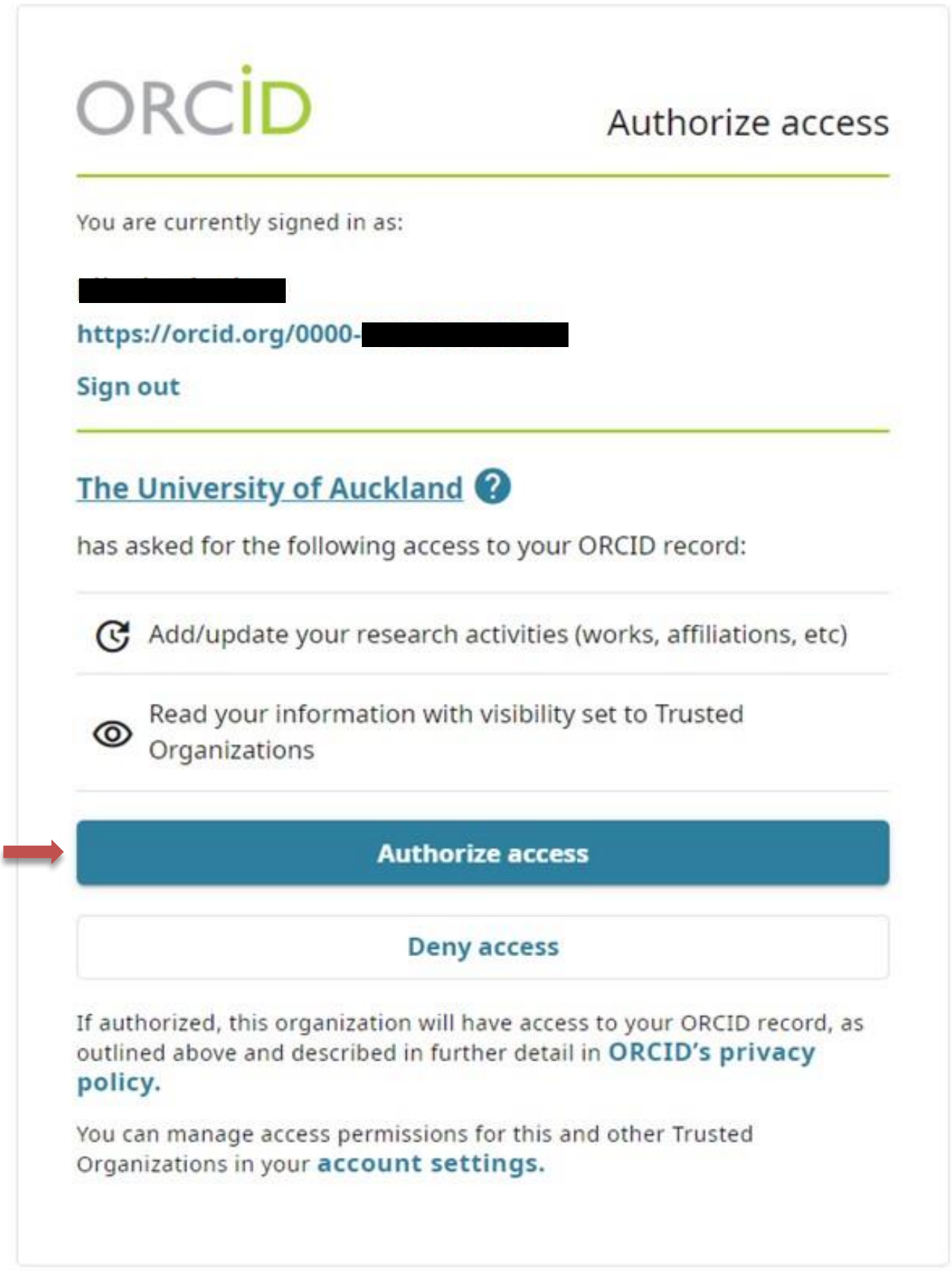
Important:

- The following steps 6-9 are for those who already have an ORCID iD and are connecting to the NZ ORCID Hub. At page 6 the process is complete.
- For those creating a **new ORCID account**, as part of the process of connecting to the NZ ORCID Hub, please **skip to page 7** and continue the **steps 6a-10**. At page 10 the process is complete.

Step 6: Sign in to your ORCID account using your UoA email or ORCID iD.

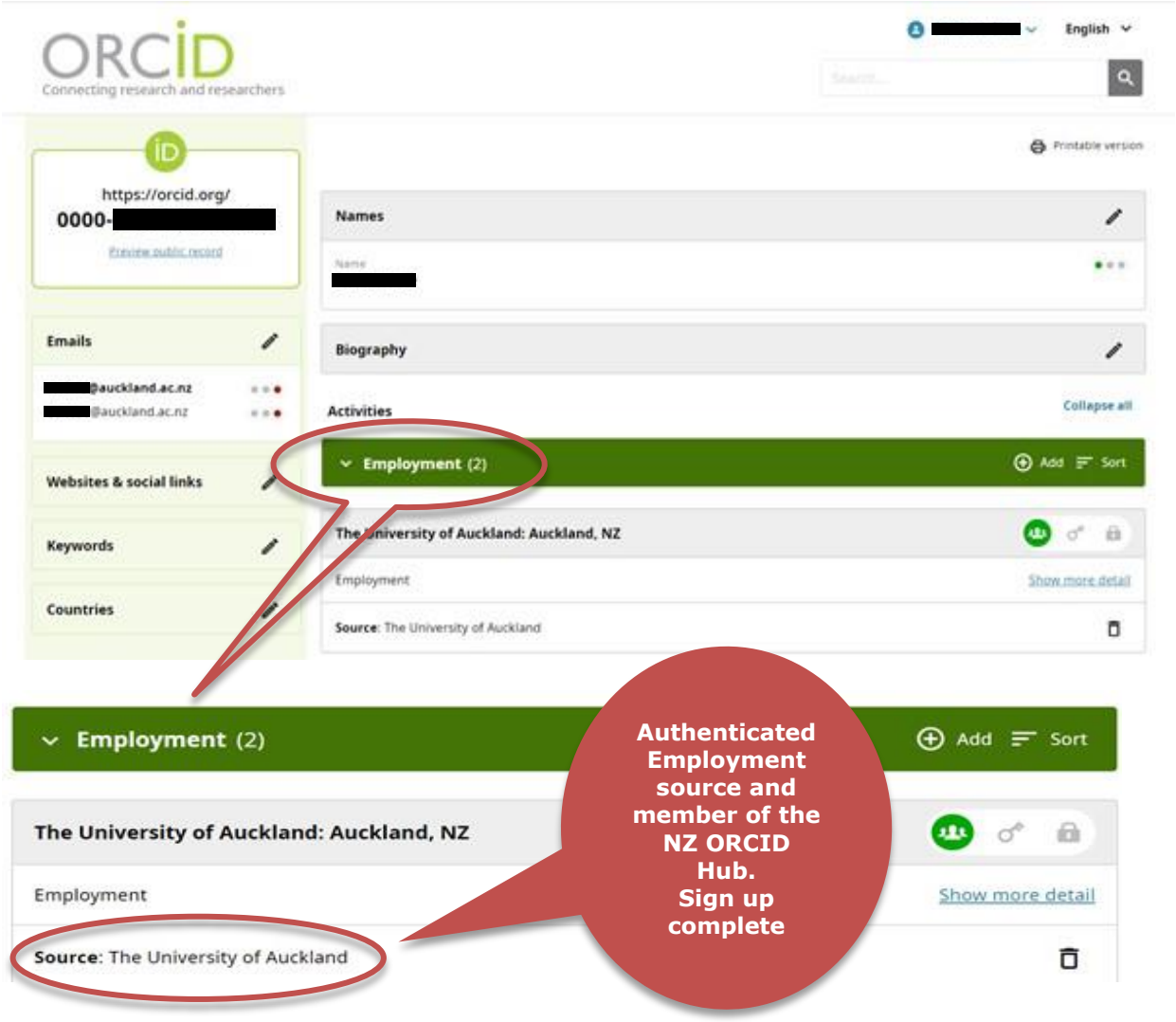


Step 7: Authorise The University of Auckland to access your ORCID account.



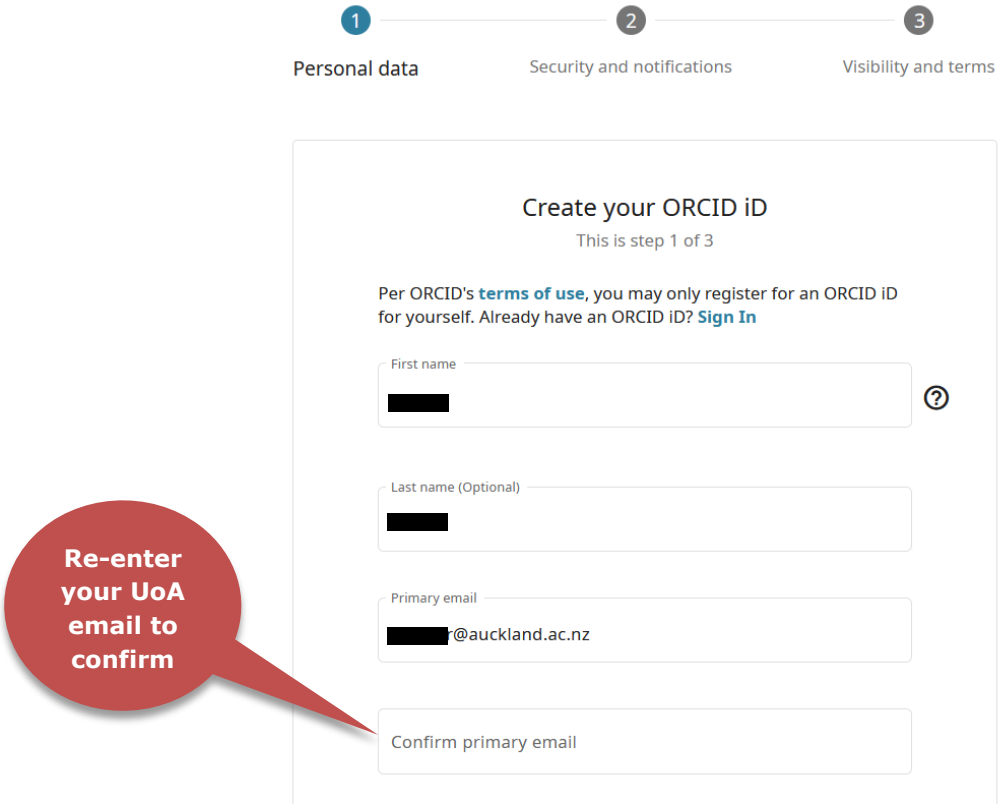
Step 8: You will see confirmation of being logged in to the NZ ORCID Hub.

Step 9: Employment source authenticated to The University of Auckland.

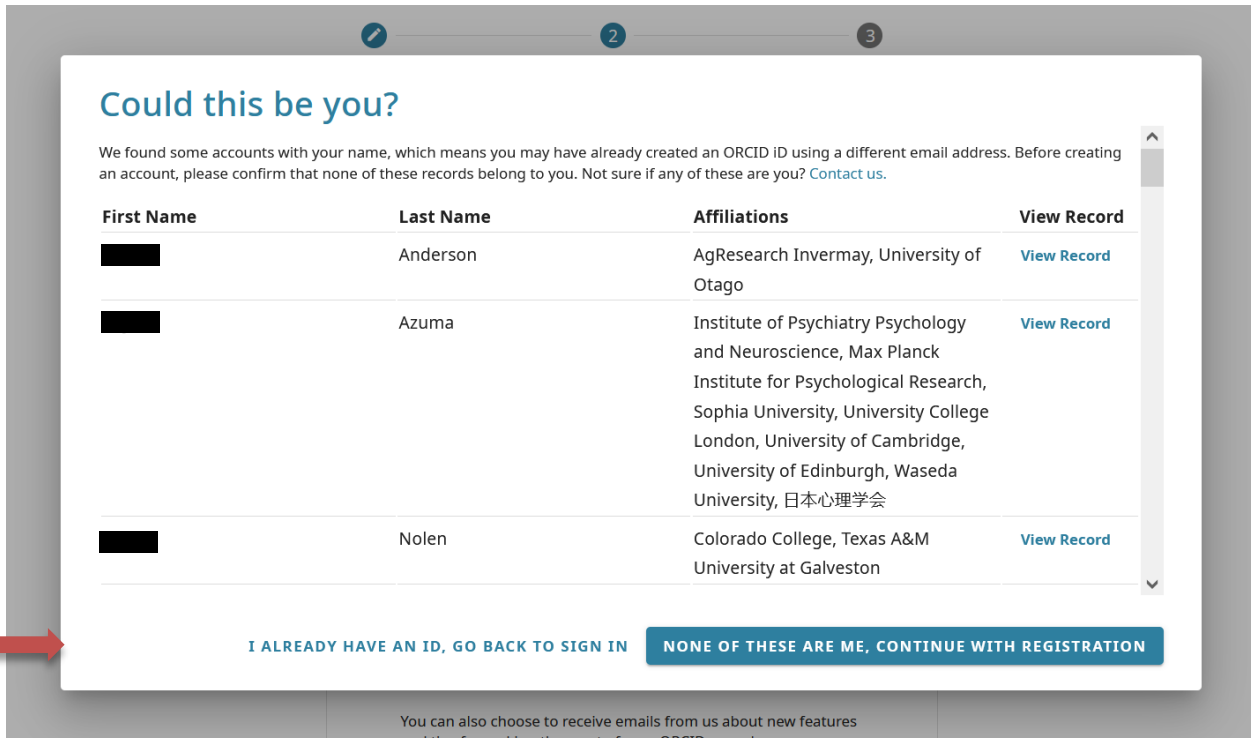


The following steps are for completing a new ORCID account while also connecting to the NZ ORCID Hub:

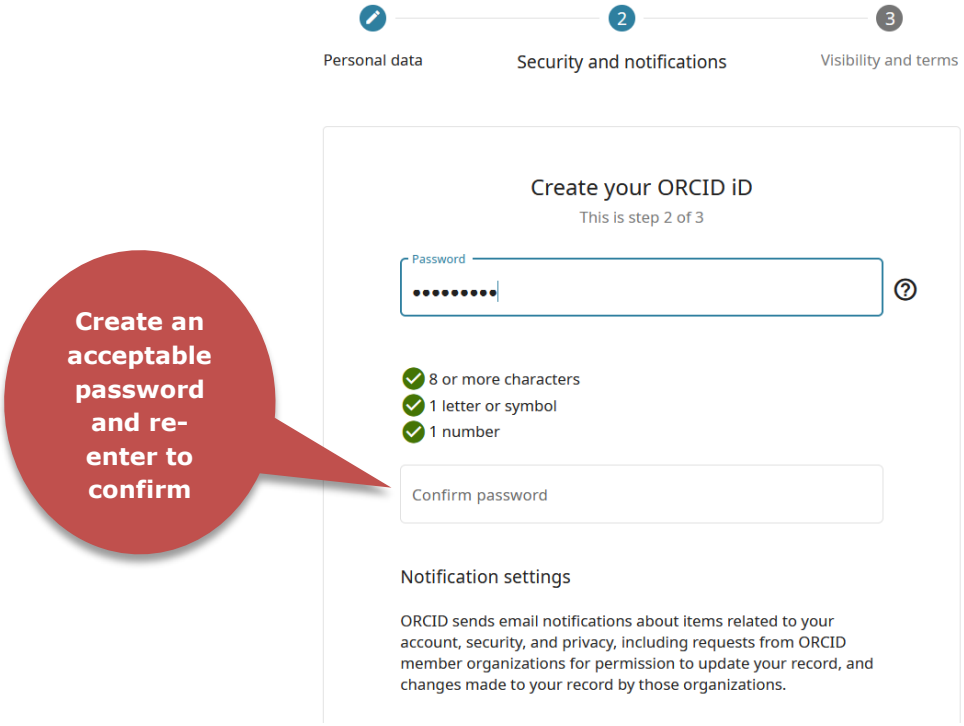
Step 6a: Create your ORCID iD using your UoA email.



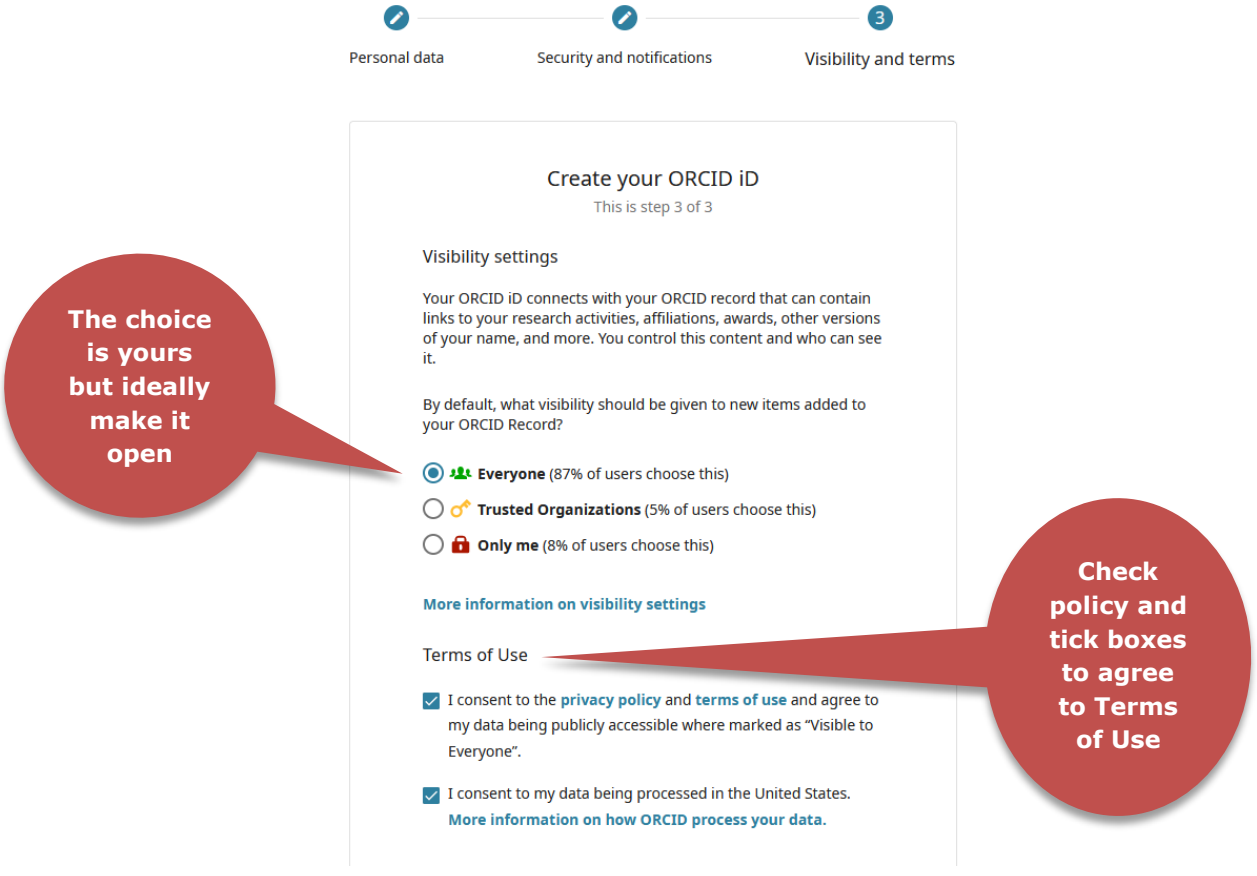
Step 6b: Check list to be sure that you do not already have an ORCID iD.



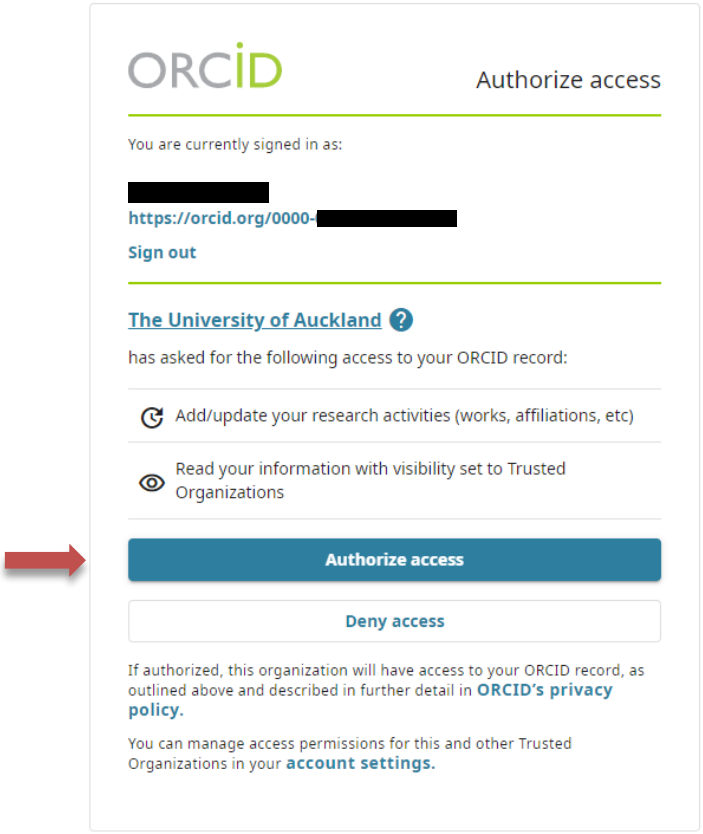
Step 6c: Give your account an acceptable password and confirm.



Step 6d: Set your preferences and tick Terms of Use boxes to Register.

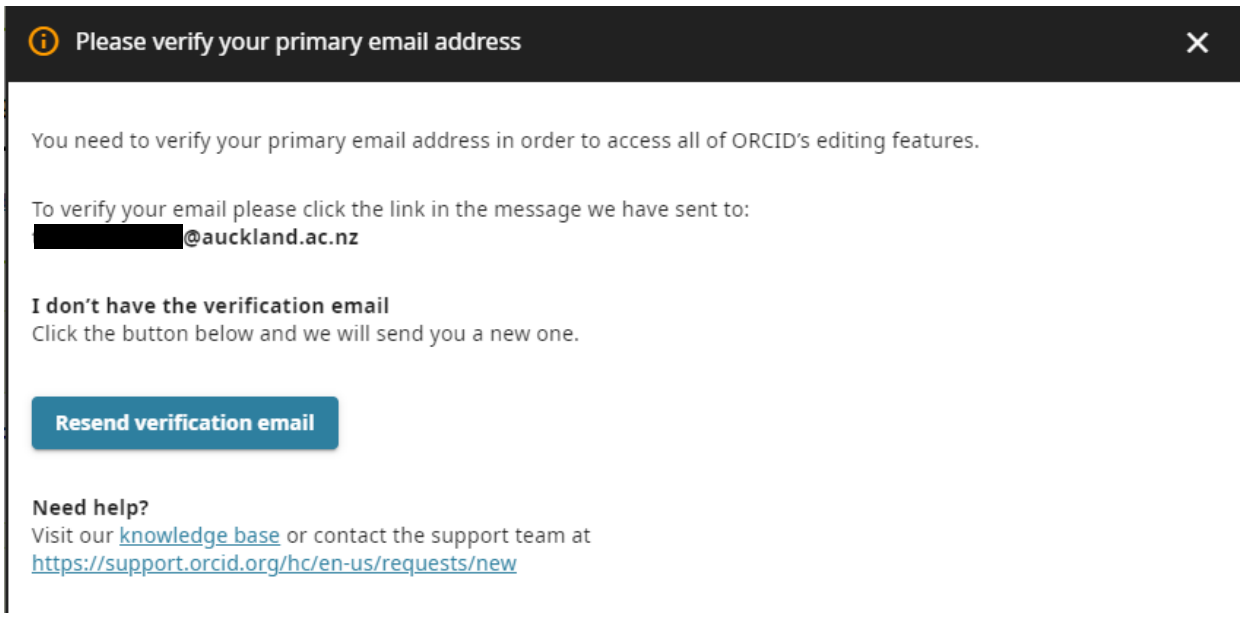
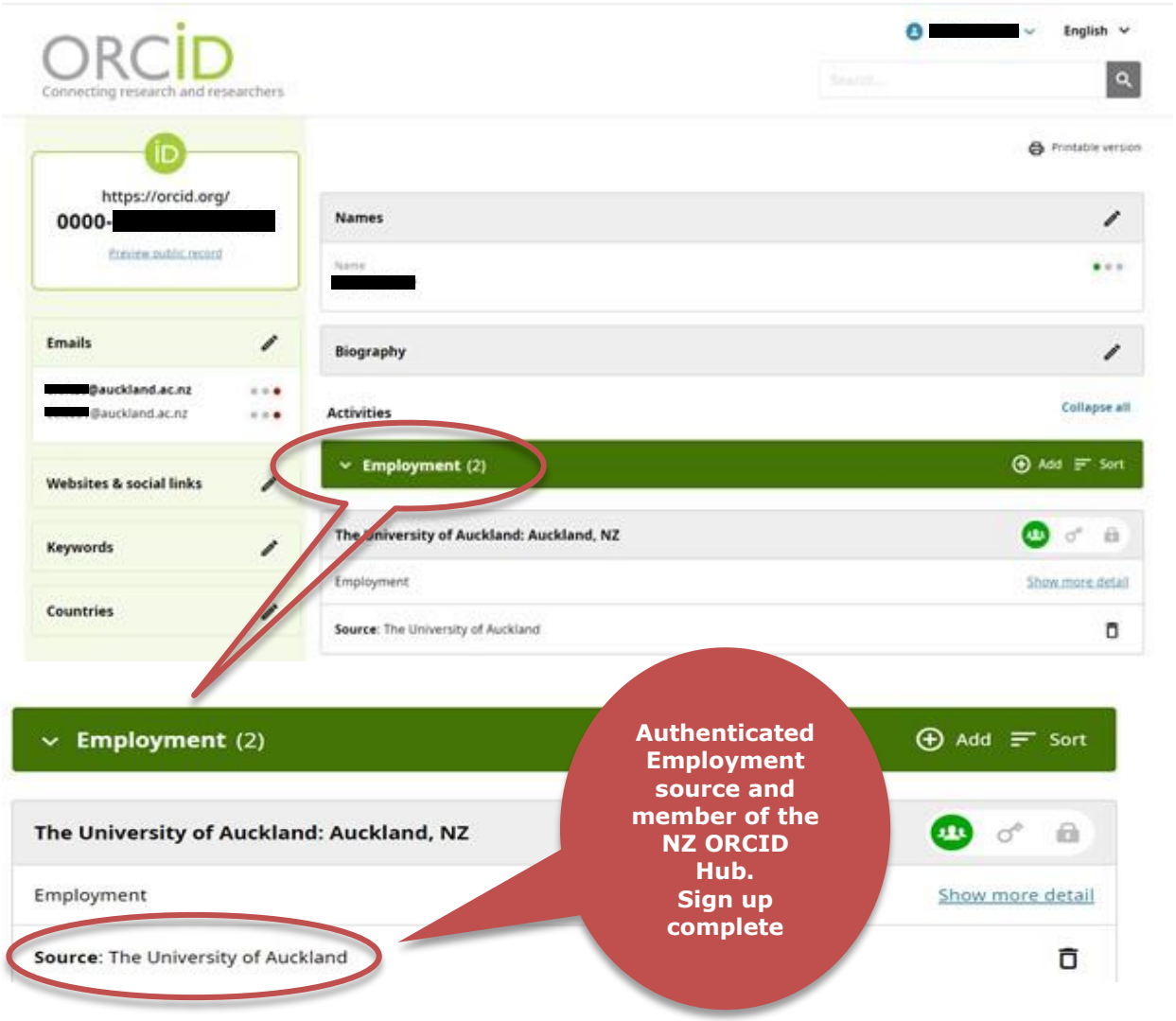


Step 7: Authorise The University of Auckland to access your ORCID account.



Step 8: You will see confirmation of being logged in to the NZ ORCID Hub.

Step 9: You will be prompted to verify your UoA email.



Step 10: Employment source authenticated to The University of Auckland.