

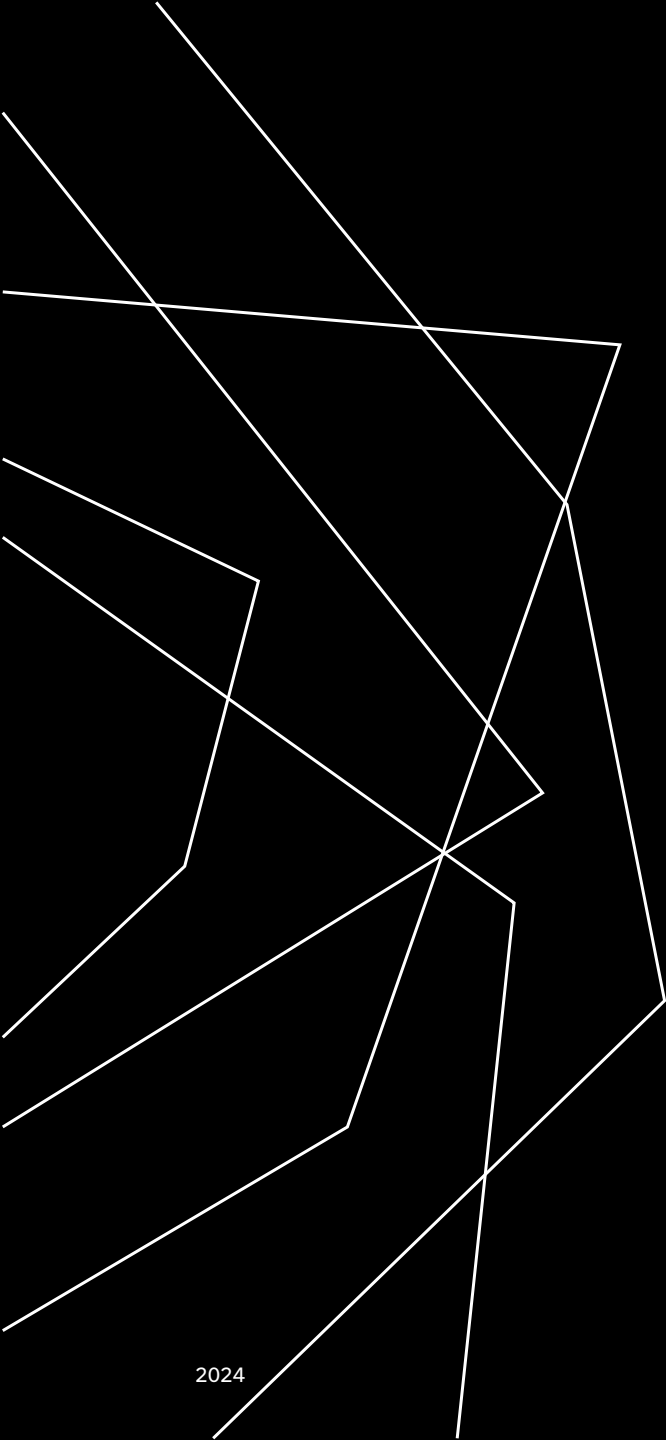
# SCOPUS AUTHOR ID - HOW TO MERGE MULTIPLE IDs

Research and Information Services Division

2024

# SCOPUS AUTHOR IDENTIFIERS (IDS)

- Scopus Author ID is automatically assigned when you publish two or more works in a journal indexed by Scopus.
- The algorithm generates your ID based on your name, email, affiliation, subject area, citations and co-authors.
- You may have more than one ID generated if you have published with variant names and affiliations.
- Having a Scopus Author ID allows you to easily see a list of your publications and view citation metrics such as h-index measures, citation counts, publications and co-authors.
- Scopus Author ID can be linked to ORCID so publications can be imported into your ORCID.



# HOW TO ACCESS SCOPUS?

1



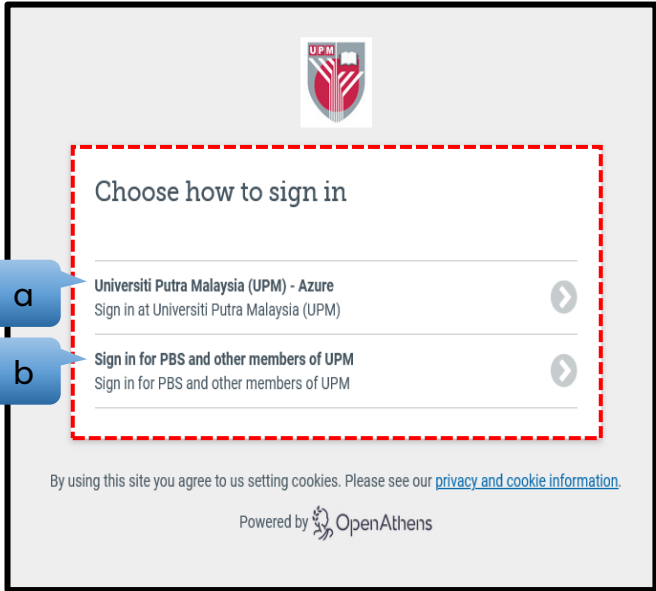
Go to the library website  
<https://lib.upm.edu.my>

2

Scroll down to the bottom right side and click **OpenAthens** icon



3



a

Universiti Putra Malaysia (UPM) - Azure  
Sign in at Universiti Putra Malaysia (UPM)

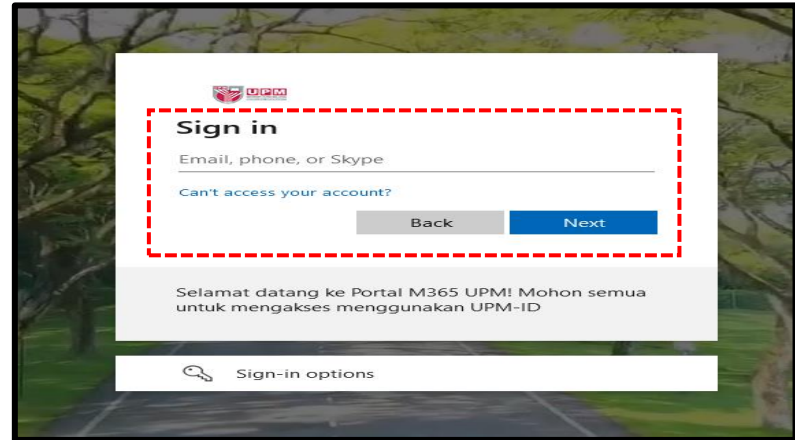
b

Sign in for PBS and other members of UPM  
Sign in for PBS and other members of UPM

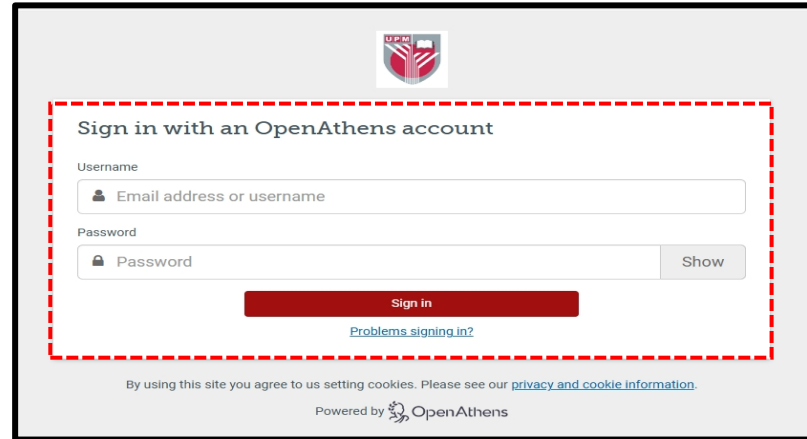
Choose how to sign in:

- a. for UPM's student & staffs
- b. for students of Putra Business School (PBS) and other members of UPM

4

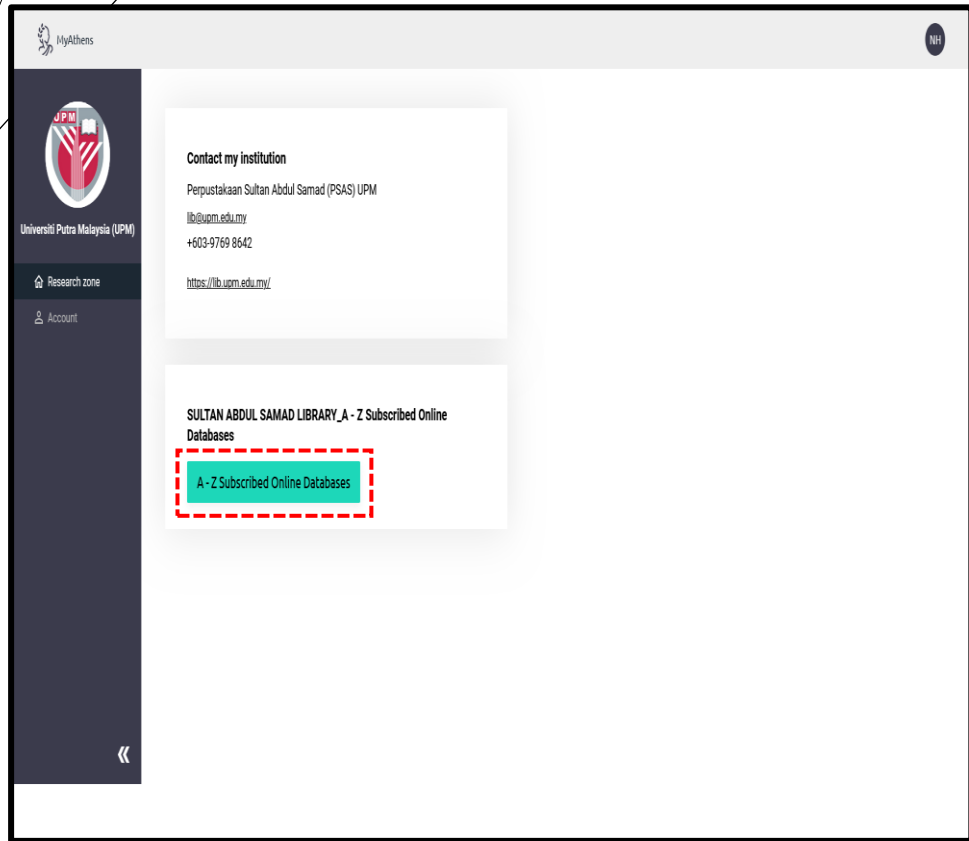


for UPM's student & staffs  
sign in using your UPM email and UPM ID password



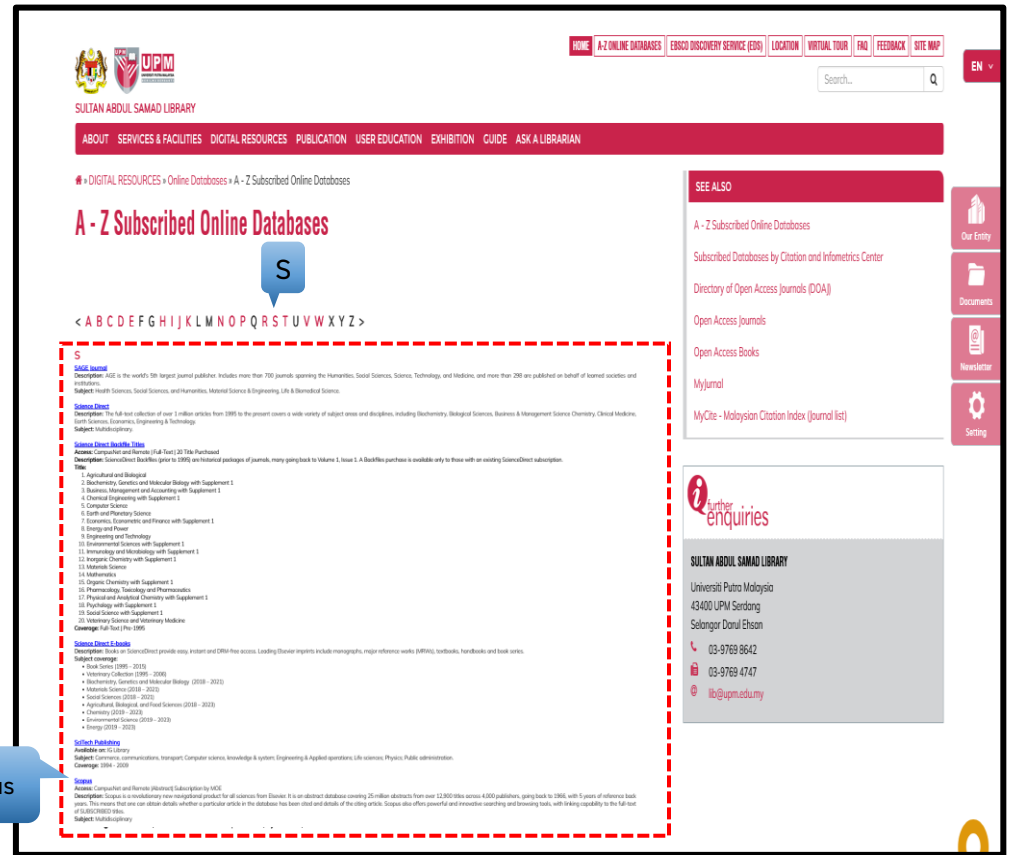
for students of Putra Business School (PBS)  
username: upmpbsnumber  
password: UPM\_passportnumber

5




Click on **A-Z Subscribed Online Databases** menu to get the list of all subscribed journals and databases.

6




Scopus

Click the letter 'S' or you can scroll down to search **SCOPUS** and click **Scopus**.



# HOW TO MERGE SCOPUS MULTIPLE IDs ?

Brought to you by Universiti Putra Malaysia



Search Lists Sources SciVal ? ? Create account Sign in

### Start exploring

Documents Authors Researcher Discovery <sup>New</sup> Organizations Search tips ?

Search within: Article title, Abstract, Keywords

Search documents \*

No search terms entered. Enter one or more search terms and click Search.

+ Add search field + Add date range Advanced document search > Reset Search

Search History Saved Searches

Start searching and your history will appear here. If you need help to start searching, see our [search tips](#).

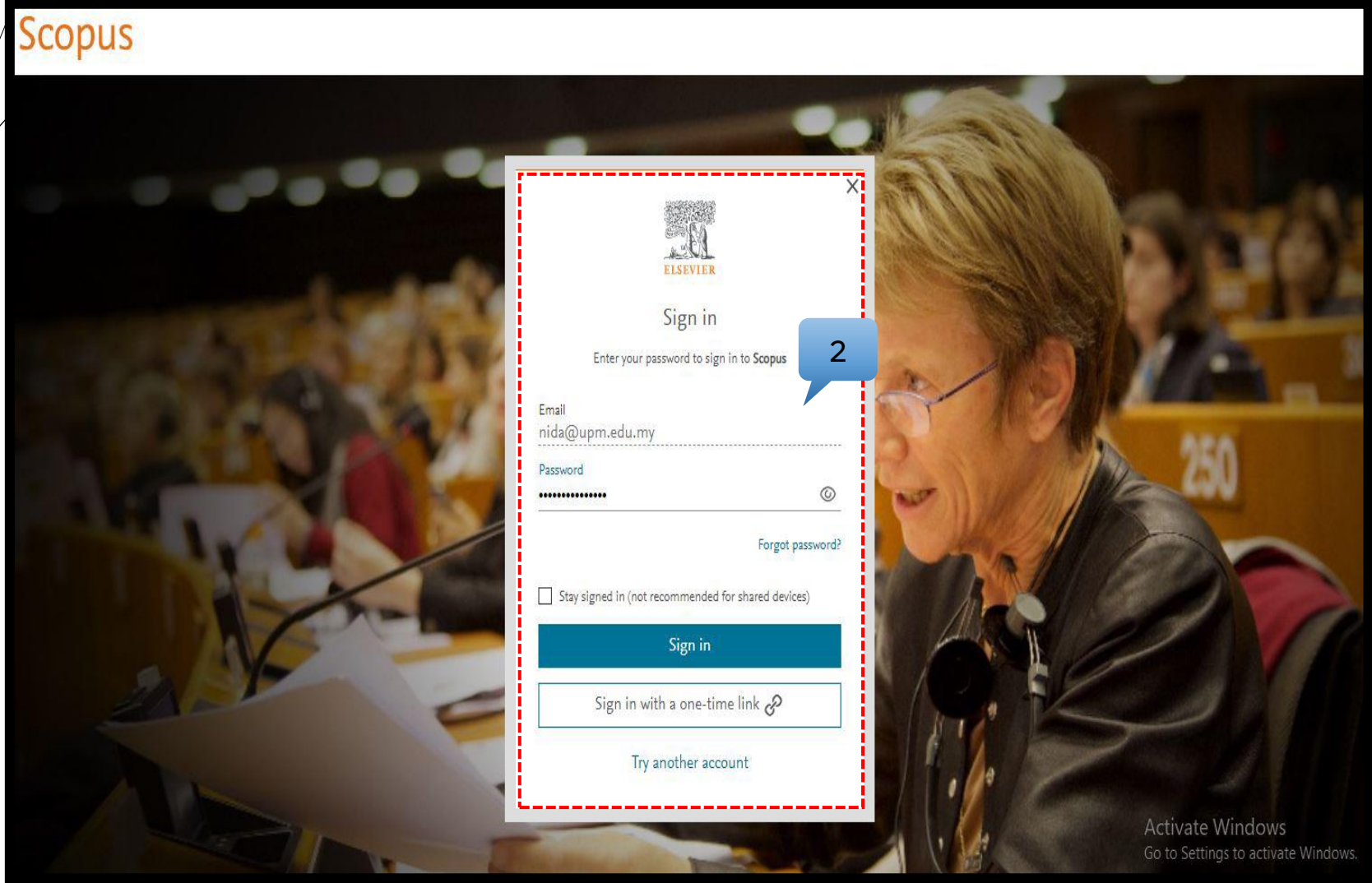
About Scopus Language Customer Service

Activate Windows  
Go to Settings to activate Windows.

1

1. Sign in / Sign up with Scopus using your organization email






## 2. Type your Email and Password

**Example:**

Email:  
nida@upm.edu.my  
Password:  
abc\_123

Brought to you by Universiti Putra Malaysia

 Scopus

Search Sources SciVal ? ? ? ? ? NG

Start exploring **3**

Documents Authors **3** Researcher Discovery <sup>New</sup> Organizations **4** Search tips

Search authors using:  Author name  ORCID  Keyword <sup>New</sup>


Enter last name \* Bahar

Enter first name Ida Baizura

Enter affiliation name Universiti Putra Malaysia

Search **5**

Search History Saved Searches

 Start searching and your history will appear here. If you need help to start searching, see our [search tips](#).

---

<b>About Scopus</b> <ul style="list-style-type: none"><li><a href="#">What is Scopus</a></li><li><a href="#">Content coverage</a></li><li><a href="#">Scopus blog</a></li><li><a href="#">Scopus API</a></li><li><a href="#">Privacy matters</a></li></ul>	<b>Language</b> <ul style="list-style-type: none"><li><a href="#">日本語版を表示する</a></li><li><a href="#">查看简体中文版本</a></li><li><a href="#">查看繁體中文版本</a></li><li><a href="#">Просмотр версии на русском языке</a></li></ul>	<b>Customer Service</b> <ul style="list-style-type: none"><li><a href="#">Help</a></li><li><a href="#">Tutorials</a></li><li><a href="#">Contact us</a></li></ul>
--	--	---

3. Click Authors

4. Type your last name, first name and affiliation name

5. Click Search

**Example:**

Last name: Bahar  
First name: Ida Baizura  
Affiliation name: Universiti Putra Malaysia

(Dr. Ida Baizura Bahar)

Brought to you by Universiti Putra Malaysia

Scopus

6

2 author results

About Scopus Author Identifier >

Author last name "Bahar", Author first name "Ida Baizura"

Edit

Show exact matches only

Refine results

Limit to Exclude

Affiliation

Universiti Putra Malaysia (2) >

City

Serdang (2) >

Country/territory

Malaysia (2) >

Limit to Exclude

7

8

Sort on: Document count (high-low) ▾

All ▾ Show documents View citation overview Request to merge authors Save to author list

Author	Documents	h-index	Affiliation	City	Country/Territory
1 Bahar, Ida Baizura Binti Bahar, Ida Baizura Bahar, I. B.	13	2	Universiti Putra Malaysia	Serdang	Malaysia
View last title ▾					
2 Binti Bahar, Ida Baizura	1	0	Universiti Putra Malaysia	Serdang	Malaysia
View last title ▾					

Display: 20 results per page 1 Top of page

6. Author results found

7. Click All to select or you can tick the box one by one

8. Click request to merge authors

Brought to you by Universiti Putra Malaysia

Scopus

← Back to author selection

Merging 2 author profiles

About the Author Feedback Wizard

Author details

Documents

Preprints

Awarded grants

Is this your own profile?

Is this your own profile? "Bahar, Ida Baizura Binti"

Yes, this is my profile

No, I am requesting changes on behalf of someone else

Cancel Continue

Review request

About Scopus

Language

Customer Service

What is Scopus

Content coverage

Scopus blog

日本語版を表示する

查看简体中文版本

查看繁體中文版本

Help

Tutorials

Contact us

9

10

## 9. Select option:

i) If you are editing your own Scopus Author ID, then select 1st option (Yes, this is my profile)

ii) If you are editing on behalf of someone else, then select 2nd option (No. I'm requesting changes on behalf of someone else)

## 10. Click Continue

The screenshot shows a Scopus search results page. On the left, there is a navigation menu with options: Author details, Documents, Preprints (highlighted), and Awarded grants. At the top right, there are navigation links for '< Previous', '1 2', and 'Next >', along with a 'Display 10 results' dropdown. A light blue banner contains an information icon and the text 'Are any documents missing? Search for missing documents in Scopus'. Below this, it shows '0 Preprints' and '0 Awarded grants'. A modal window titled 'Search for a missing document' is open, containing a search input field with the text 'Search documents \*', a 'Search within' dropdown set to 'All Fields', and 'Cancel' and 'Search' buttons. A blue callout bubble with the number '11' points to the modal window. The footer includes the Elsevier logo, links for 'Terms and conditions' and 'Privacy policy', a copyright notice for 2024 Elsevier B.V., and the RELX logo.

11. If you have a missing document, you can search and add related document

Brought to you by Universiti Putra Malaysia

Scopus

← Back to author selection

Merging 2 author profiles

About the Author Feedback Wizard

Bahar, Ida Baizura Binti; Binti Bahar, Ida Baizura

Author details

Preferred Name: Bahar, Ida Baizura Binti

Current organization: Universiti Putra Malaysia

14 Documents

All Bahar, Ida Baizura Binti (13) Binti Bahar, Ida Baizura (1)

Review and remove any documents that do not belong to this merge

Sort by Year (newest)

Document title	Authors	Source	Year
Yin-Yang Concept of Healing in Tan Twan Eng's Trauma Fictions	Bahar, I.B., Hou, X., Omar, N., ...Kaur, H.	World Journal of English Language	2023
X Remove from merge			
Unearthing the Social Oppression of Muslim Identity under American Imperialism in The Submission by Amy Waldman	Bahar, I.B., Fakhrulddin, S.R.N., Zainal, Z.I., ...Awang, M.E.	International Journal of Arabic-English Studies	2023
X Remove from merge			


Review request

12. Review documents / publications for each profile. You can review or remove unrelated document

13. Click Review request

\*This is to ensure that only your publication will appear under your profile

Brought to you by Universiti Putra Malaysia

 Scopus

14

Review and submit merge of  
2 author profiles

**Author details**

The preferred name will be Bahar, Ida Baizura Binti [Edit](#)

The current organization is Universiti Putra Malaysia [Edit](#)

No profile changes are requested as a part of this merge.

[Submit request](#) [Continue editing](#)

15

**About Scopus**

- [What is Scopus](#)
- [Content coverage](#)
- [Scopus blog](#)
- [Scopus API](#)
- [Privacy matters](#)

**Language**

- [日本語版を表示する](#)
- [查看简体中文版本](#)
- [查看繁體中文版本](#)
- [Просмотр версии на русском языке](#)

**Customer Service**

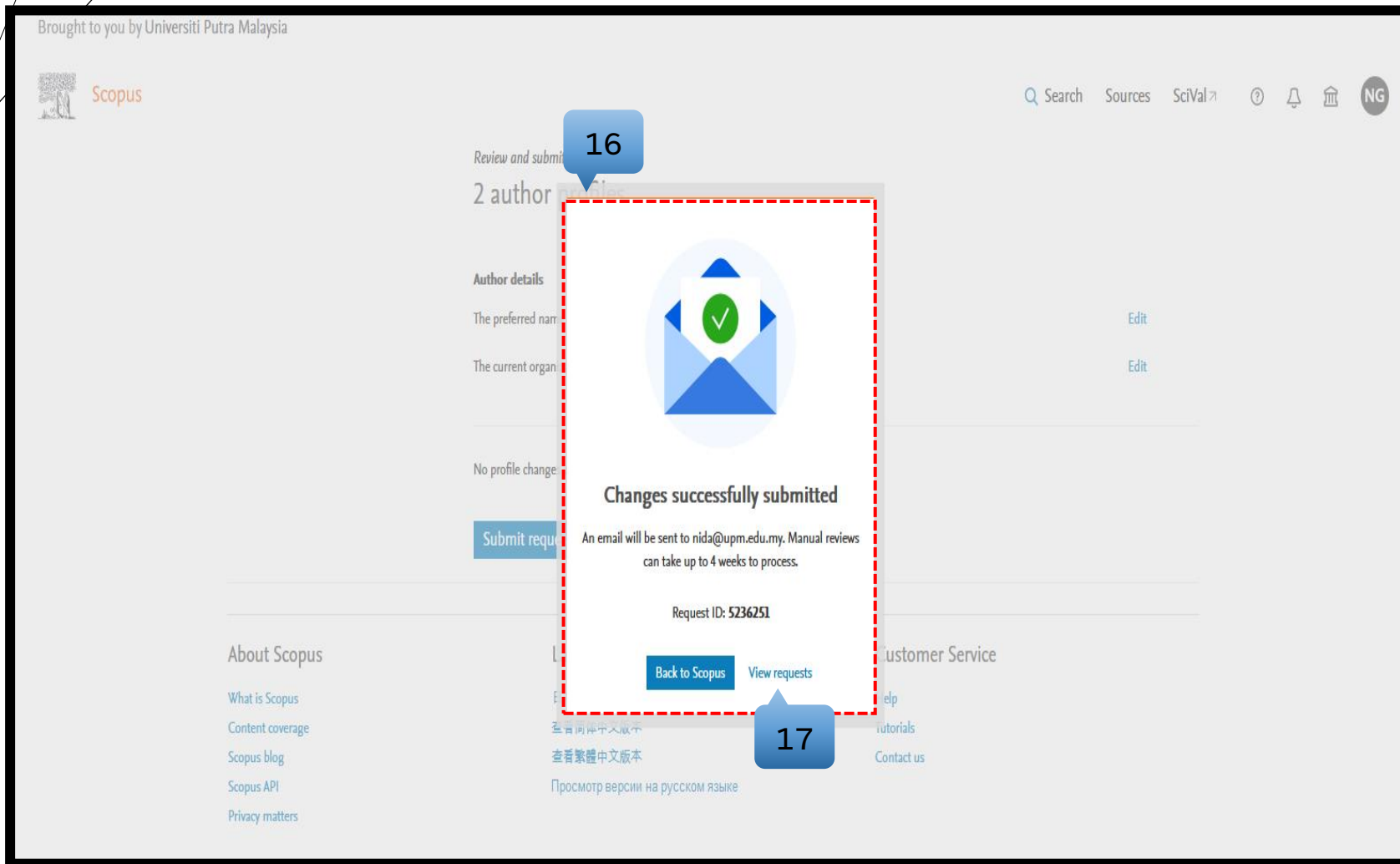
- [Help](#)
- [Tutorials](#)
- [Contact us](#)

Search Sources SciVal

NG

14. Review and submit merge of author profile

15. If no profile changes you can click submit request



16. Changes successfully submitted

17. Click View request

\* Manual reviews can take up to 4 weeks to process



Brought to you by Universiti Putra Malaysia

Scopus Search Sources SciVal ? ? ? ? ? ? ? ? NG

nida's dashboard 18

### Author Feedback correction requests

Status All ▼ Sort by Date created (latest first) ▼

Request ID	Author Profile name	Email address ?	Date created	Status
S236251	Bahar, Ida Baizura Binti	nida@upm.edu.my	08 Jan 2024	In Progress

< Previous 1 Next >

Display 5 results ▼

### Institution Profile Wizard correction requests

Status All ▼ Sort by Date created (latest first) ▼

Request ID	Institution Profile name	Email address ?	Request type	Date created	Status
There are no Institution Profile Wizard requests placed so far. You can create a new one from the <a href="#">Institution Profile Wizard</a>					

< Previous 1 Next >

Display 5 results ▼

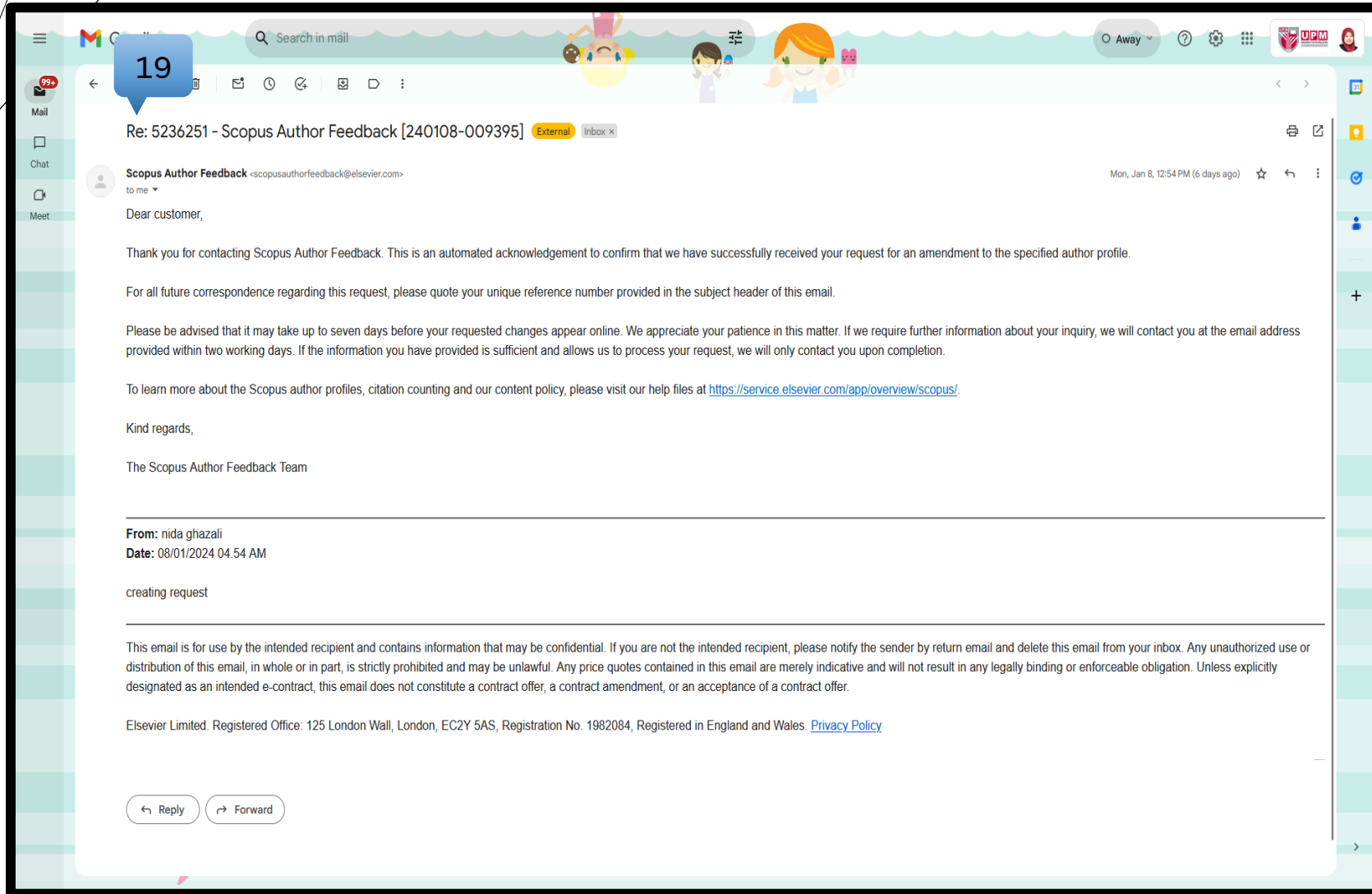
### Scopus support requests

Status All ▼ Sort by Date created (latest first) ▼

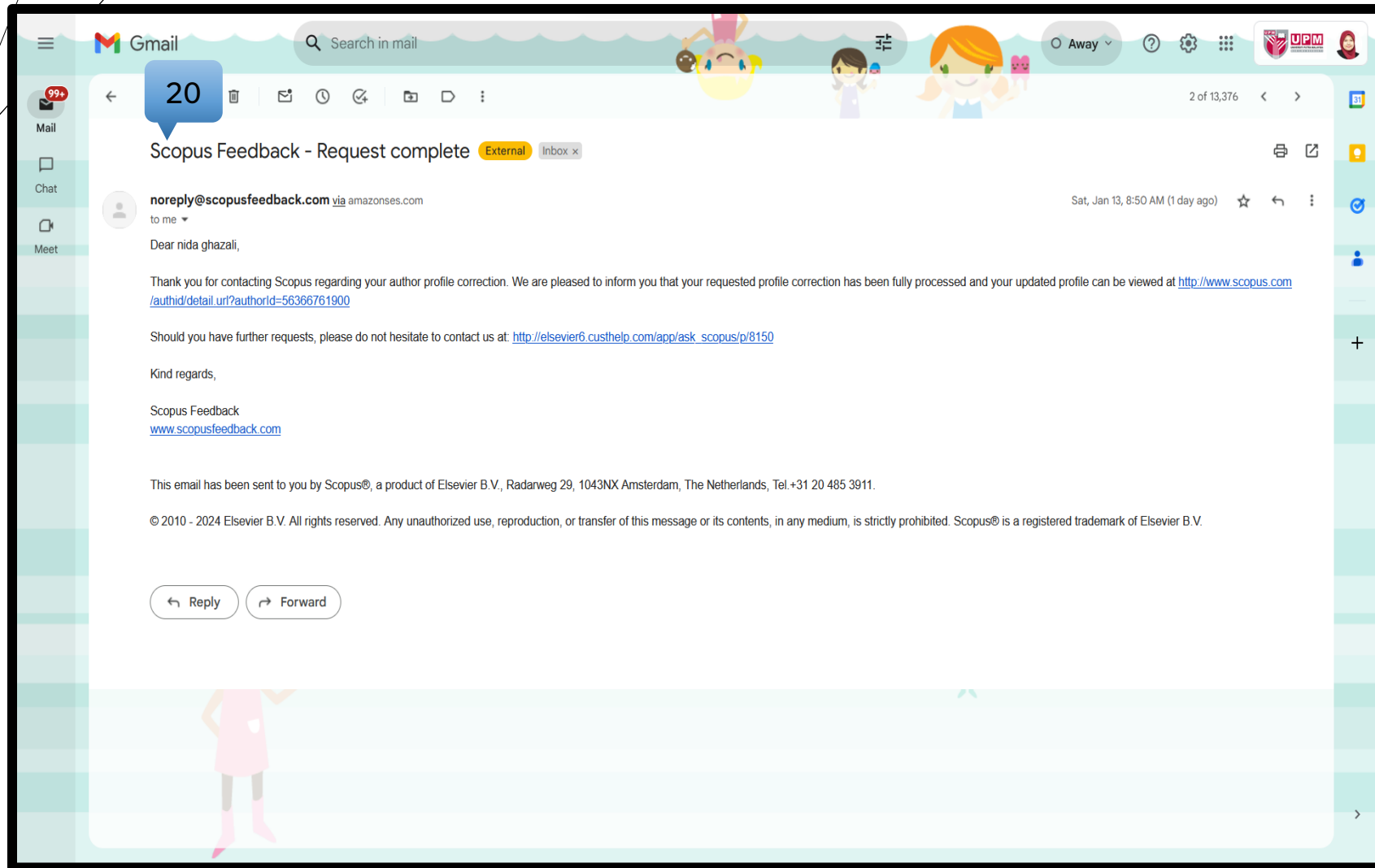
Reference Number	Subject	Date created	Status
------------------	---------	--------------	--------

18. View request

Status: In Progress



19. Scopus will send the feedback of your request through your email



20. Scopus will send the feedback when the request is complete through your email

Brought to you by Universiti Putra Malaysia

Scopus

1 author results

Author last name "Bahar", Author first name "Ida Baizura", Affiliation "Universiti Putra Malaysia"

Sort on: Document count (high-low)

21

Author	Documents	h-index	Affiliation	City	Country/Territory
1 Bahar, Ida Baizura Binti Bahar, Ida Baizura Binti Bahar, Ida Baizura Bahar, I. B.	14	2	Universiti Putra Malaysia	Serdang	Malaysia

Display: 20 results per page

Brought to you by Universiti Putra Malaysia

Scopus

This author profile is generated by Scopus. Learn more

### Bahar, Ida Baizura Binti

Universiti Putra Malaysia, Serdang, Malaysia 56366761900 Connect to ORCID Is this you? Connect to Mendeley account

25 Citations by 20 documents | 14 Documents | 2 h-index View h-graph | View all metrics >

Set alert Save to list Edit profile More

Document & citation trends

Most contributed Topics 2018–2022

- Peace; Sexual Abuse; Rape: 1 document
- Islam; British Muslims; Arabic Literature: 1 document
- Ecocriticism; Ecopoetry; Nature Writing: 1 document

14 Documents Author Metrics Cited by 20 documents 0 Preprints 23 Co-Authors 4 Topics 0 Awarded Grants

Export all Save all to list Sort by Date (newest)

Article • Open access  
Yin-Yang Concept of Healing in Tan Twan Eng's Trauma Fictions  
Hou, X., Omar, N., Kaur, H., Bahar, I.B.  
World Journal of English Language, 2023, 13(6), pp. 80–87

21. You are now successfully merging your Scopus Author ID



# THANK YOU

Research and Information Services Division

Sultan Abdul Samad Library

University Putra Malaysia

03 9769 4759

[psas\\_sp@upm.edu.my](mailto:psas_sp@upm.edu.my)