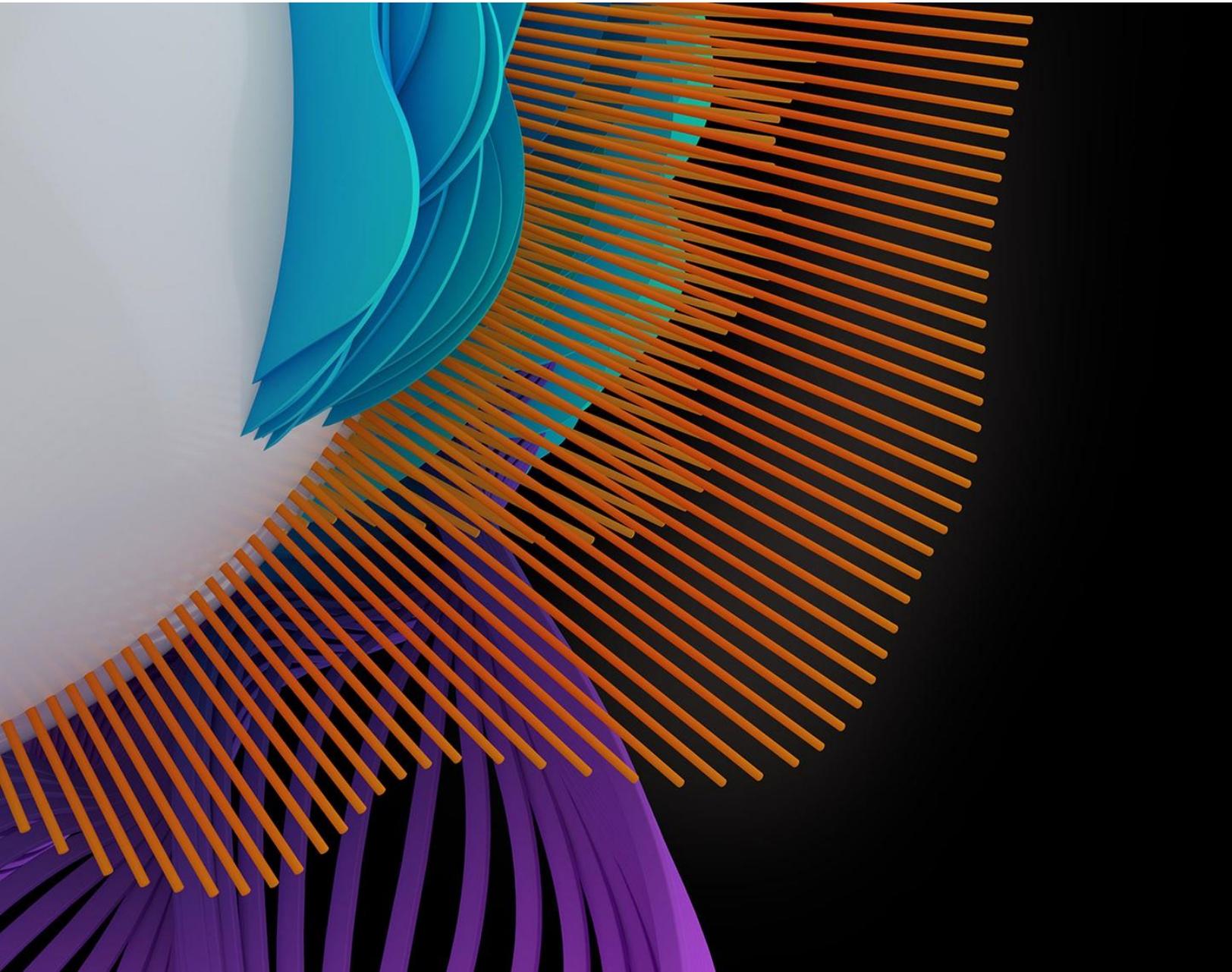


Quick Reference Guide

Web of Science Platform

Account Registration



Web of Science: register an email

With a registration on the *Web of Science* platform users gain access to many useful features that are not available to anonymous users.

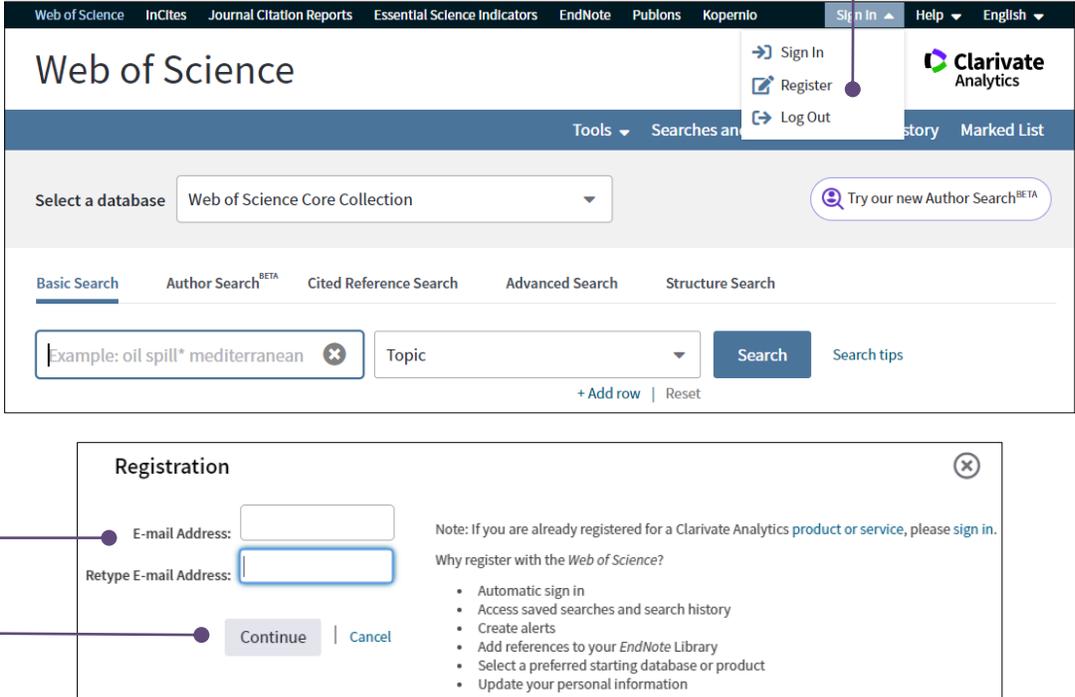
As a registered user, you can take advantage of these convenient features:

- Automatically sign in every time you access *Web of Science*.
- Update your personal information including username and password.
- Personalize *Web of Science* platform.
- Save Settings and information.
- Set up alerts for searches, citations and journals.
- Save customized lists of publications as a Marked Lists.
- Create and maintain custom journal lists that you frequently read. This feature requires a subscription to *Current Contents Connect*.

Use the same username and password to register for the *Web of Science*, *EndNote* online and *Publons*. It will connect all the applications.

Register as a new user

1



The image shows a screenshot of the Web of Science homepage. A purple circle with the number '1' is connected by a line to the 'Register' button in the top right navigation menu. Below the homepage, a 'Registration' form is shown. A purple circle with the number '2' is connected to the 'E-mail Address' input field, and another purple circle with the number '3' is connected to the 'Continue' button. The registration form includes a 'Retype E-mail Address' field, a 'Continue' button, a 'Cancel' button, and a list of benefits for registering.

Web of Science InCites Journal Citation Reports Essential Science Indicators EndNote Publons Kopernio Sign In Help English

Web of Science

Sign In Register Log Out

Clarivate Analytics

Tools Searches and Search History Marked List

Select a database Web of Science Core Collection Try our new Author Search^{BETA}

Basic Search Author Search^{BETA} Cited Reference Search Advanced Search Structure Search

Example: oil spill* mediterranean Topic Search Search tips

+ Add row | Reset

Registration

E-mail Address:

Retype E-mail Address:

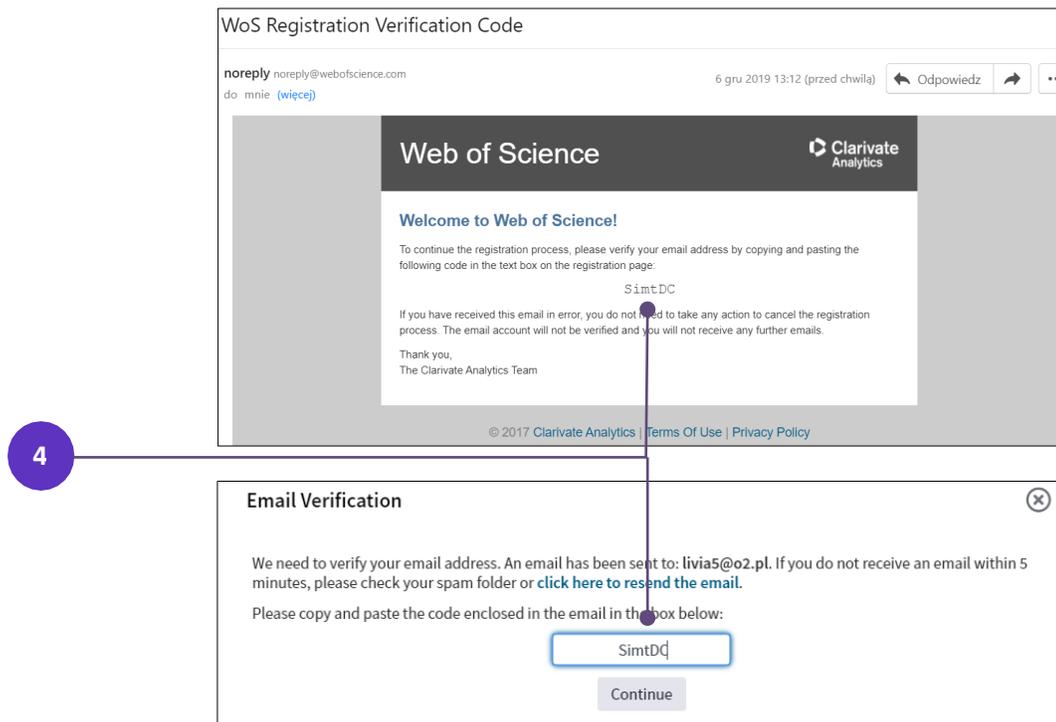
Continue | Cancel

Note: If you are already registered for a Clarivate Analytics product or service, please [sign in](#).

Why register with the *Web of Science*?

- Automatic sign in
- Access saved searches and search history
- Create alerts
- Add references to your *EndNote* Library
- Select a preferred starting database or product
- Update your personal information

1. Click **Register** from the Sign In menu that appear at the top of the page.
2. On the Registration form, enter your e-mail address in the **E-mail Address** and **Retype E-mail Address** fields.
3. Click **Continue**.



4. A verification message will be sent to the email address you entered. That message contains a code that you must copy and paste into the verification box.
5. After your email address has been verified, complete the User Registration form.

The image shows a 'Registration' form with the following fields and options:

- 5A** points to the **E-mail Address** field, which is marked with an asterisk (*).
- 5B** points to the **Password** field, which is marked with an asterisk (*). A tooltip for 'Password Guidelines' is visible, stating: 'Must be 8 or more characters (no spaces) and contain: - at least 1 numeral: 0 - 9 - at least 1 alpha character, case-sensitive - at least 1 symbol: ! @ # \$ % ^ * () ~ ' { } [] & _ Example: 1sun%moon'.
- 5C** points to the **Opt In/Opt Out** section, which has two radio button options: 'Receive training materials, notifications, announcements, and other materials by e-mail.' and 'Do not receive training materials, notifications, announcements, and other materials by e-mail.'
- 5D** points to the **Automatic Sign In** section, which has two radio button options: 'Sign me in automatically. (Select this if you want to be signed in automatically each time you access Web of Science. This feature uses cookie technology.)' and 'I am using a public computer or do not wish to be signed in automatically (Users of public computers should select this option.)'
- 5E** points to the **Terms and Conditions** section, which includes a scrollable text area with the text: 'WEB OF SCIENCE TERMS OF USE: You are entitled to access the product, download or extract reasonable amounts of data from the product that are required for the activities you carry out individually or as part of your employment, and include insubstantial portions of extracted data in your work documents and reports, provided that such documents or reports are for the benefit of (and belong to) your organization, or where such documents or reports are intended for the benefit of third parties (not your organization), extracted data is immaterial in the context of such documents or reports and used only for illustrative/demo purposes. Clarivate Analytics determines a "reasonable amount" of data to download by comparing...'. Below the text is a checkbox labeled 'I have read and agree to these terms and conditions.'

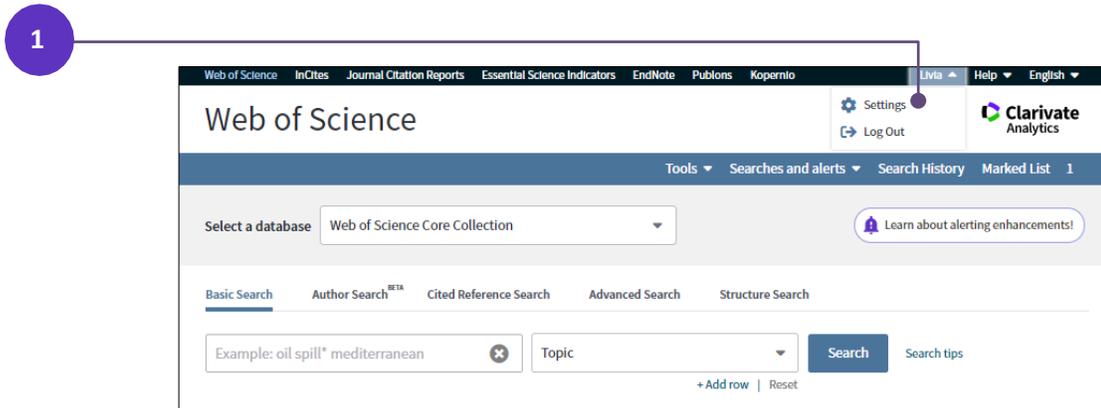
At the bottom of the form, there are two buttons: 'Submit Changes' and 'Cancel'.

A. Required fields are marked by the asterisk (*) character.

- B. Choose **password** that follows the guidelines.
 - C. Decide if you want to receive training materials, notifications, announcements, and other materials by e-mail.
 - D. Select the option **Sign me in automatically**, if you want to be signed in automatically to your account each time you access *Web of Science*. If you are registering on a public computer, don't select this option.
 - E. Agree to the **Web of Science terms and conditions of use**.
6. Click the **Submit Changes** button to complete the registration process.

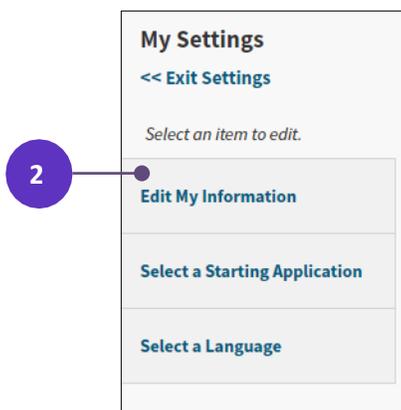
All personal information might be changed after registration in the **Settings**.

Update your personal information



Update your contact information (e-mail address, password, and name), change your preference for automatic sign-in.

1. Click on your **name** that appear at the top of the page after you **signed in** into your account and choose the option **Settings**.



2. Choose the option **Edit My Information** on the left.

Edit My Information

Use this form to change your sign-in e-mail, password, or name.

Enter your Current Password.
Only complete the fields of items you wish to change. Fields with an asterisk are required.
Click "Submit Changes" or "Cancel" below when done.

3 **Current Password:** (Required to submit changes)

Current E-mail: "klementyna.karlinska-batres@clarivate.com"

New E-mail:

This will be your user ID and used for correspondence.
Example: johndoe@isinet.com

Retype New E-mail:

New Password:

Password Guidelines
Must be 8 or more characters (no spaces) and contain:
- at least 1 numeral: 0 - 9
- at least 1 alpha character, case-sensitive
- at least 1 symbol: ! @ # \$ % ^ * () ~ ` { } |] & _
Example: 1sun%moon

Retype New Password:

* **First Name:**

* **Last Name:**

Middle Initial: (optional)

3. Enter your current password in the **Current Password** field (required to save the changes).
4. Enter the new or corrected information for only those items you want to change.

5 *** Opt In/Opt Out:**

Receive training materials, notifications, announcements, and other materials by e-mail.

Do not receive training materials, notifications, announcements, and other materials by e-mail.

6 **Automatic Sign In**

Sign me in automatically.
(Select this if you want to be signed in automatically each time you access Web of Science. This feature uses cookie technology.)

I am using a public computer or do not wish to be signed in automatically
(Users of public computers should select this option.)

7

5. If you require, change the **Opt In/Opt Out** preferences regarding the training materials and notifications.
6. If you require, change the **Automatic Sign In** preferences.
7. Click **Submit Changes** or **Cancel**, if don't want to save the changes.

Use the same username and password to register for *Web of Science*, *EndNote* online and *Publons*. The same username and password will connect all the applications.

Getting Help

Click the Help button on any page to get detailed help on features as well as detailed search tips and examples.

For more information for the *Web of Science Group* applications see [LibGuides](#).

For Video Tutorials see the [videos here](#).

About the Web of Science Group

The Web of Science Group, a Clarivate Analytics company, organizes the world's research information to enable academia, corporations, publishers and governments to accelerate the pace of research. It is powered by the Web of Science – the world's largest publisher-neutral citation index and research intelligence platform. Its many well-known brands also include Converis, EndNote, Kopernio, Publons, ScholarOne and the Institute for Scientific Information (ISI). The 'university' of the Web of Science Group, ISI maintains the knowledge corpus upon which the index and related information and analytical content and services are built; it disseminates that knowledge externally through events, conferences and publications and it carries out research to sustain, extend and improve the knowledge base. For more information, please visit webofsciencegroup.com.

Contact our experts today:

+1 215 386 0100 (U.S.)

+44 (0) 20 7433 4000 (Europe)

webofsciencegroup.com

© 2020 Clarivate Analytics. Web of Science Group and its logo, as well as all other trademarks used herein are trademarks of their respective owners and used under license.