



عمادة الاشراف والتنسيق البحثي
Deanship of Research Oversight and Coordination

Maintain Scopus Profile

Guidance Document

Maintain your Scopus Profile

- A **Scopus Author ID/profile** is automatically generated the first time one of your publications is indexed in Scopus.
- If you do not have any publication indexed by Scopus yet, that means no Scopus ID/profile has been created for you.
- Due to the similarity in names, some publications could be incorrectly assigned to your profile or missing from your profile.
- Due to the usage of different name variants, multiple Scopus profiles could be created for the same researcher.
- This document has been created to guide you on how to **find your Scopus ID, check and update your Scopus profile, and merge your multiple Scopus profiles.**



Finding Scopus ID

1 Access Scopus Main Page

<https://www.scopus.com/>

The screenshot shows the Scopus website search interface. At the top left is the Scopus logo and 'Scopus Preview' text. At the top right are navigation links: 'Dashboard', 'Author search', and 'Sources'. There are also icons for help, a building, and a language selector set to 'NA'. The main heading is 'Search for an author profile'. Below this are three input fields: 'Author last name' with 'Ahmed', 'Author first name' with 'Mohamed', and 'Affiliation' with 'King Fahd University of Petroleum and Minerals'. There is a checkbox for 'Show exact matches only' and a 'Search Q' button. At the bottom left is an 'ORCID' field with a 'Search Q' button. Numbered callouts (1-5) highlight the search steps: 1. Access Scopus Main Page; 2. Author search; 3. Fill your last name and full name; 4. Fill the Affiliation 'King Fahd University of Petroleum and Minerals'; 5. Click the Button.

2

3 Fill your last name and full name

4 Fill the Affiliation "King Fahd University of Petroleum and Minerals"

5 Click the Button

All Request to merge authors

Author	Documents	<i>h</i> -index ⓘ	Affiliation	City	Country/Territory
<input type="checkbox"/> 1 Ahmed, M. A. Ahmed, Mohamed S.Mohamed Ahmed, M. A. Ahmed, Moala A.	19	9	King Fahd University of Petroleum and Minerals	Dhahran	Saudi Arabia


Display: _____ results per page

1



6

Click on your Name to Access your Scopus Profile

Note: Make sure to select your name (be aware of name variations) and check that the affiliation is correct.


← → ↻ scopus.com/authid/detail.uri?authorId=43324211111 



7 This is the Scopus ID
“After =“






Scopus Preview Dashboard Author search Sources  

This author profile is generated by Scopus [Learn more](#)

Ahmed, Mohamed

 King Fahd University of Petroleum and Minerals, Dhahran, Saudi Arabia

 <https://orcid.org/> 

 [Edit profile](#)  [Set alert](#)  [Save to list](#)  [Potential author matches](#)  [Export to SciVal](#)

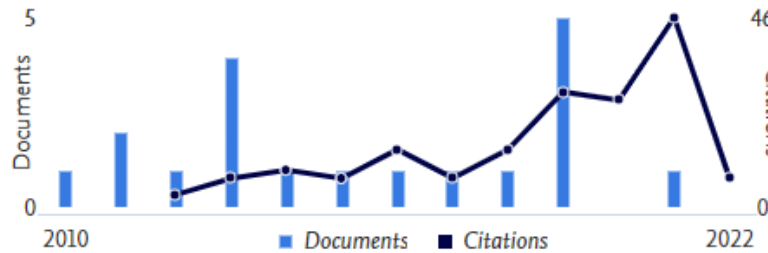
Metrics overview

19
Documents by author

168
Citations by **143** documents

9
h-index: [View h-graph](#)

Document & citation trends



Year	Documents	Citations
2010	1	0
2011	2	0
2012	1	1
2013	4	2
2014	1	2
2015	1	1
2016	1	2
2017	1	1
2018	1	2
2019	1	3
2020	5	40
2021	5	46
2022	1	10

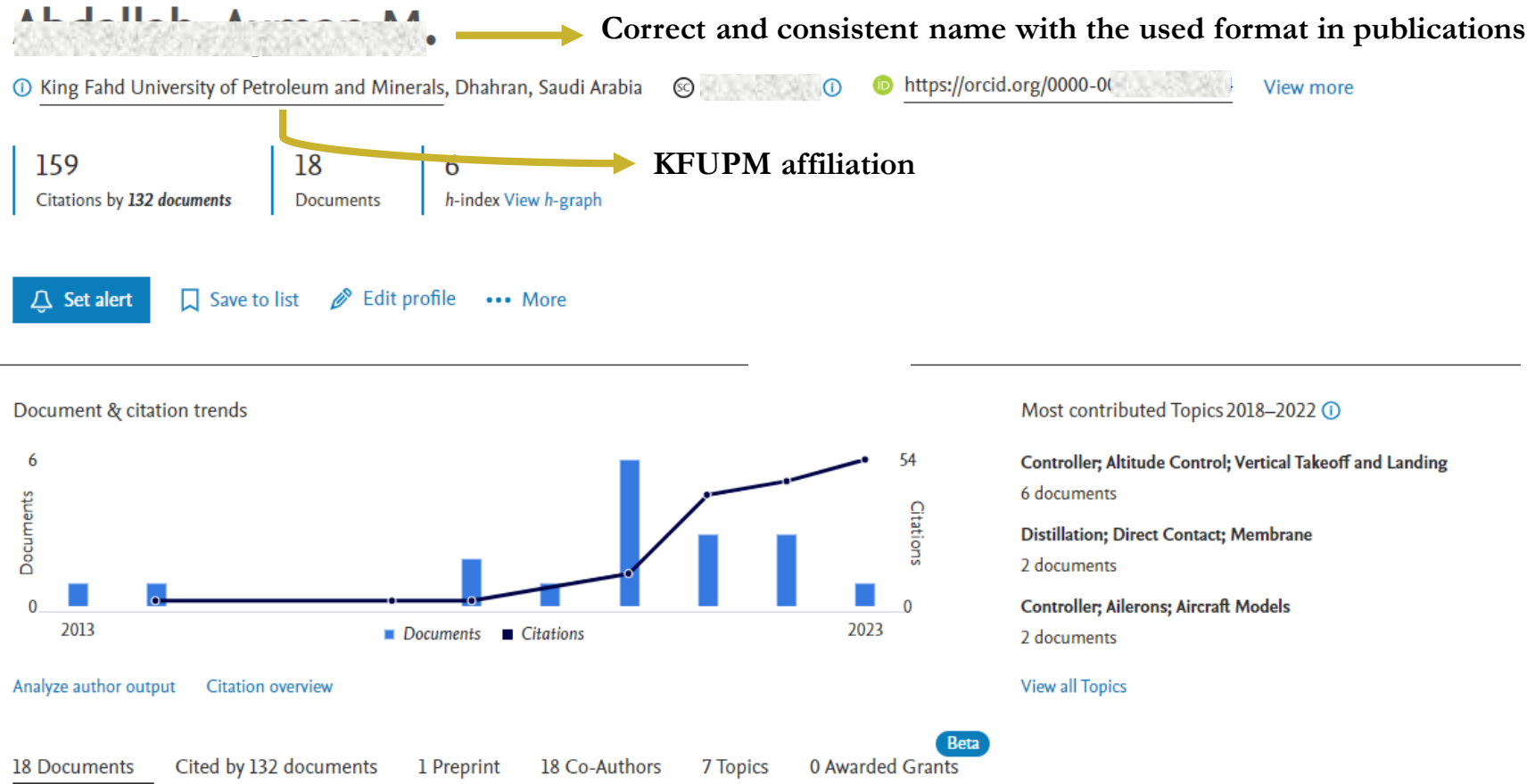
Most contributed Topics

[View all Topics](#)



Checking Scopus Profile

Check Data on your Scopus Profile



All publications
belong to the
researcher

18 documents



Updating Scopus Profile

1

Access Scopus Main Page and Login to your Account

<https://www.scopus.com/>



18 documents

2

Select the preferred name

Preferred Name
[blurred text]

3

Select the correct affiliation

Current affiliation
King Fahd University of Petroleum and Minerals

Note: the preferred name and current affiliation lists are automatically filled from the publications.

18 Documents

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

Document title	Authors	Source	Year
[blurred title]	[blurred authors]	Aerospace Science and Technology 132	2023
[blurred title]	[blurred authors]	Case Studies in Thermal Engineering 40	2022
[blurred title]	[blurred authors]	Applied Energy 323	2022

4

Click this if the publication does not belong to you

X Remove from profile

X Remove from profile

X Remove from profile

5

Click this to add missing publications

Are any documents missing? Search for missing documents on Scopus

6

Submit the request

Review 1 change

The background features a series of concentric circles in light gray, some solid and some dashed, creating a ripple effect. A dark green callout box with a pointed bottom edge is centered on the page. Inside this box, the text "Merging Multiple Scopus Profiles" is written in a white, serif font.

Merging Multiple Scopus Profiles

1

Access Scopus Main Page and Login to your Account

<https://www.scopus.com/>



2

3

4

Select the profiles that should be merged with your profile

Note: Make sure to select your profiles (be aware of name variations).

9 of 9 author results [View authors in search results >](#) ×

i These profiles may be associated with this author, but Scopus does not have enough information to make a definite match. The profiles are sorted on best fit with the author. ×

<input type="checkbox"/>	Author	Documents	Subject area	Affiliation	City	Country/Territory
<input checked="" type="checkbox"/>	Al [redacted], Al [redacted] Al [redacted] Al [redacted]	31	Computer Science; Engineering; Decision Sciences; ...	Al-Zaytoonah University of Jordan	Amman	Jordan
View most recent title ▼						
<input checked="" type="checkbox"/>	Al [redacted]	3	Engineering; Physics and Astronomy;	Universite de Limoges	Limoges	France
View most recent title ▼						
<input type="checkbox"/>	[redacted]	28	Business, Management and Accounting; Computer Science; Engineering; ...	The University of Jordan	Amman	Jordan
View most recent title ▼						
<input type="checkbox"/>	A [redacted]	2	Engineering;	American University of the	Al Ahmadi	Kuwait

[Select all](#) [Cancel](#) [Request to merge with author](#)

5

Submit the request

- **An acknowledgment email will be sent to you with the ticket number.**
- **Scopus will review and resolve the ticket within 1-2 weeks.**

Thank you

- If you have any questions, please send us an email to pure.admin@kfupm.edu.sa