

NIH - Setting Up a New NCBI Account to Manage NIH Publications

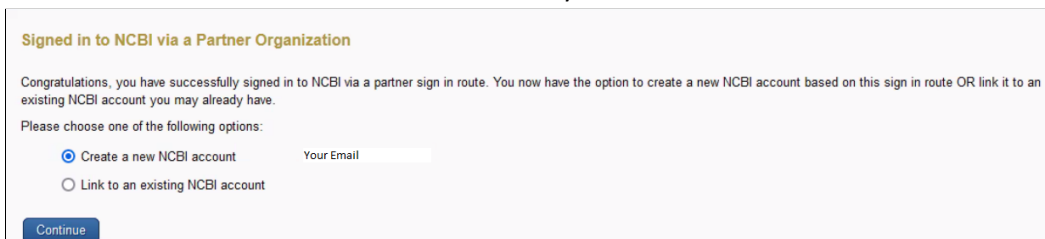
1. Set up an NCBI Account by going to <http://www.ncbi.nlm.nih.gov/sites/myncbi/> and clicking on “See more 3rd party sign in options” under Sign in to NCBI.



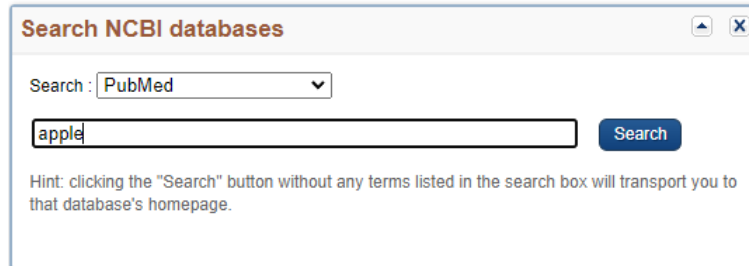
2. Start typing “Login.gov” on the filer to search and click the Login.gov.



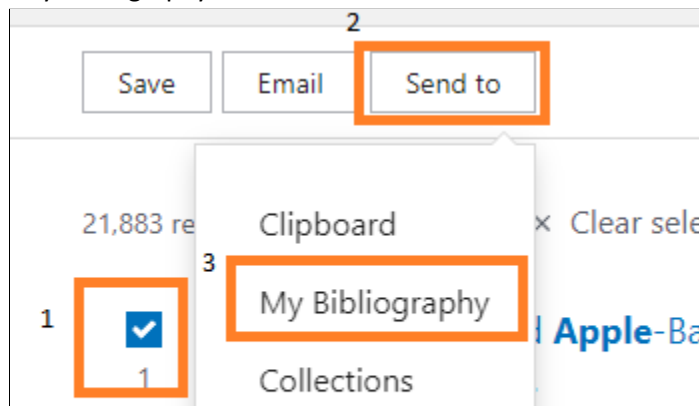
3. Log in to your Login.gov
4. Click on the “Create a New NCBI account” with your email.



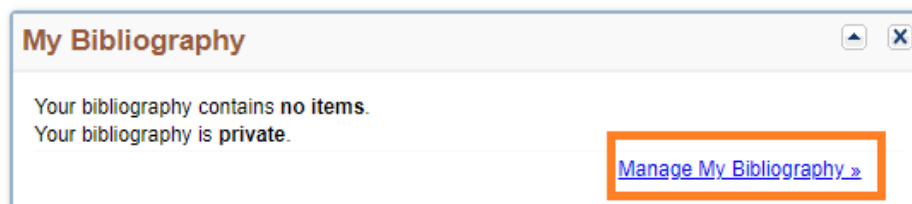
5. Once you have entered the My NCBI, there are two ways to add the articles:
 - a. From Search NCBI database
 - i. Enter keywords/title on the search field then Click Search button



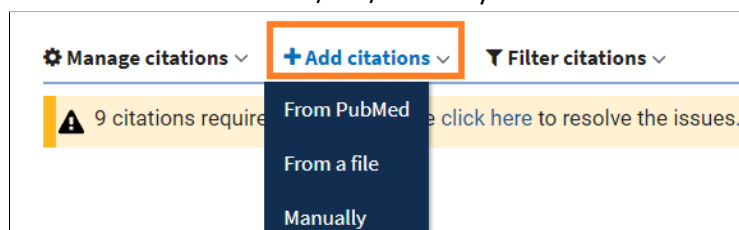
- ii. Select the article that you would like to add on your Bibliography by clicking the checkbox next to the article > Click on the “Send to” button on the top > Click “My Bibliography”



- b. From Manage My Bibliography



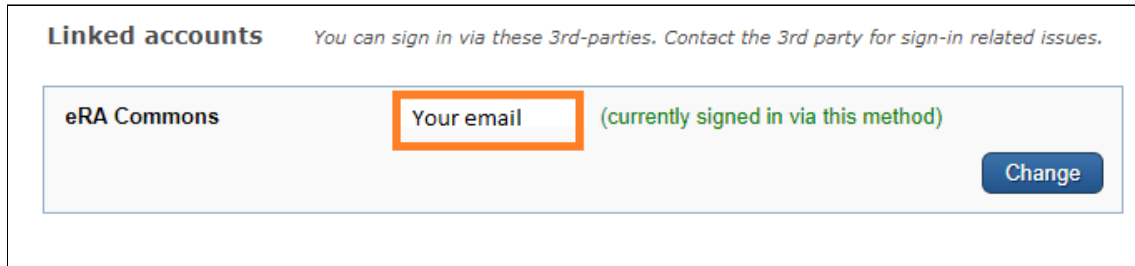
- i. The page will change to “My Bibliography” and on the menu you will be able to add citation from PubMed/File/manually



Detailed information can be found on [here](#)

Tips: If you do not see your award, it is possible that your NCBI account is not connected to your eRA commons ID.

1. Click your email address on the top right to edit your account setting.
2. Make sure you are seeing your email address from the eRA commons under the Linked Account.



3. If there is nothing under the Linked Account, please click on the Change next to the Linked Account to add your eRA commons ID.