

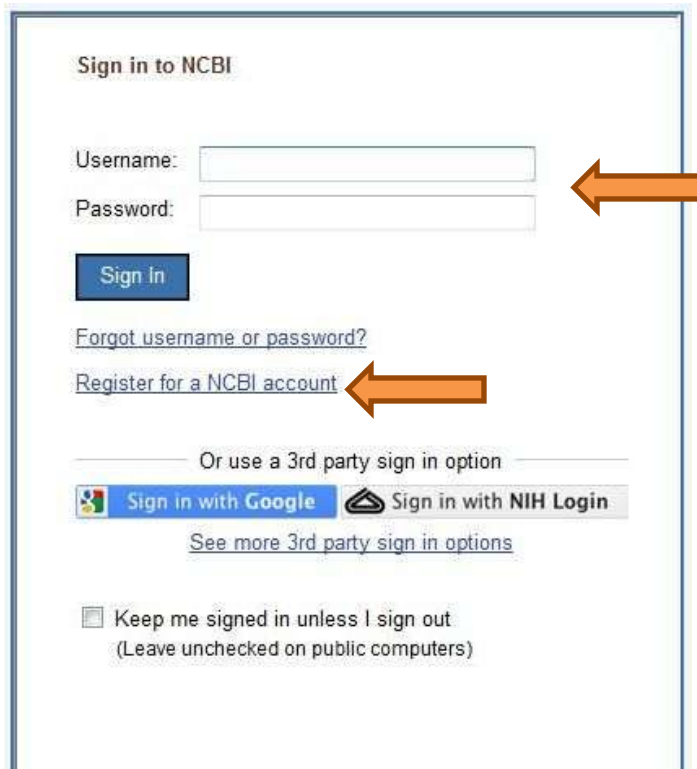
Adding Awards to your publications using NCBI

What you will need:

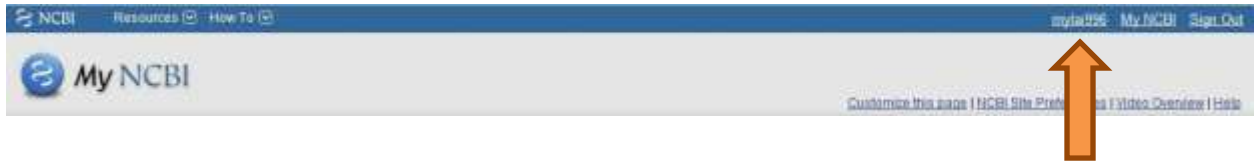
- ERA Commons username and password
 - NCBI username and password
1. Register for a NCBI account or sign in if you already have a NCBI account by opening up a browser in Internet Explorer and navigate to <http://www.ncbi.nlm.nih.gov>
 2. At the top right corner, click on 'Sign in' to sign in or register for an account.



3. Enter your NCBI username and password if you already have an account or click 'Register for a NCBI account' to setup a new account.

A screenshot of the 'Sign in to NCBI' form. The form is titled 'Sign in to NCBI' and contains the following elements: a 'Username:' label followed by a text input field; a 'Password:' label followed by a text input field; a blue 'Sign In' button; a link for 'Forgot username or password?'; a link for 'Register for a NCBI account'; a section titled 'Or use a 3rd party sign in option' with two buttons: 'Sign in with Google' and 'Sign in with NIH Login'; a link for 'See more 3rd party sign in options'; and a checkbox labeled 'Keep me signed in unless I sign out (Leave unchecked on public computers)'. Two orange arrows point to the 'Username' input field and the 'Register for a NCBI account' link.

- Once signed in to your NCBI account, click on your account name at the top right corner next to 'My NCBI'.



- Click on 'Change' at Linked Account.



- Scroll down and click on 'NIH & eRA Commons' from the list.

All Available Partner Accounts

To link your My NCBI account to one of these partner organizations, click on its link. If necessary, you will go to that organization's login page to log in. You will then see that account listed above under Your Linked Accounts.

Search for account name:

Login Account Options

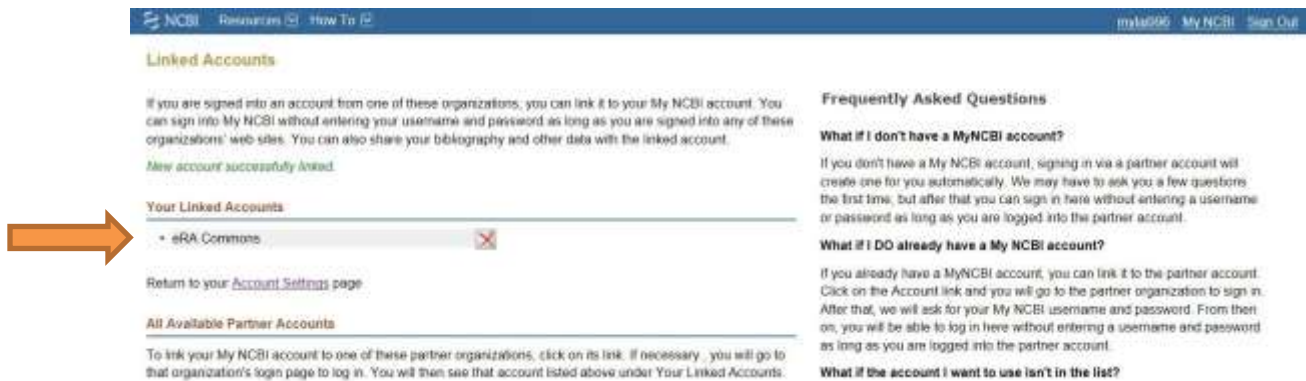
Account	Category
Lawrence Berkeley National Laboratory	Research Organizations
Louisiana State University	Research Organizations
Medical University of South Carolina	Research Organizations
NIH & eRA Commons	NIH
Northwestern University	Research Organizations
Oregon Health & Science University	Research Organizations
PayPal	OpenID
Purdue University Main Campus	Research Organizations
Rice University	Research Organizations
Rutgers, The State University of New Jersey	Research Organizations



7. You will be redirected to the ERA Commons sign in page. Login with your ERA Commons credentials to link your account.



8. After your account has been link, you will see the following page.



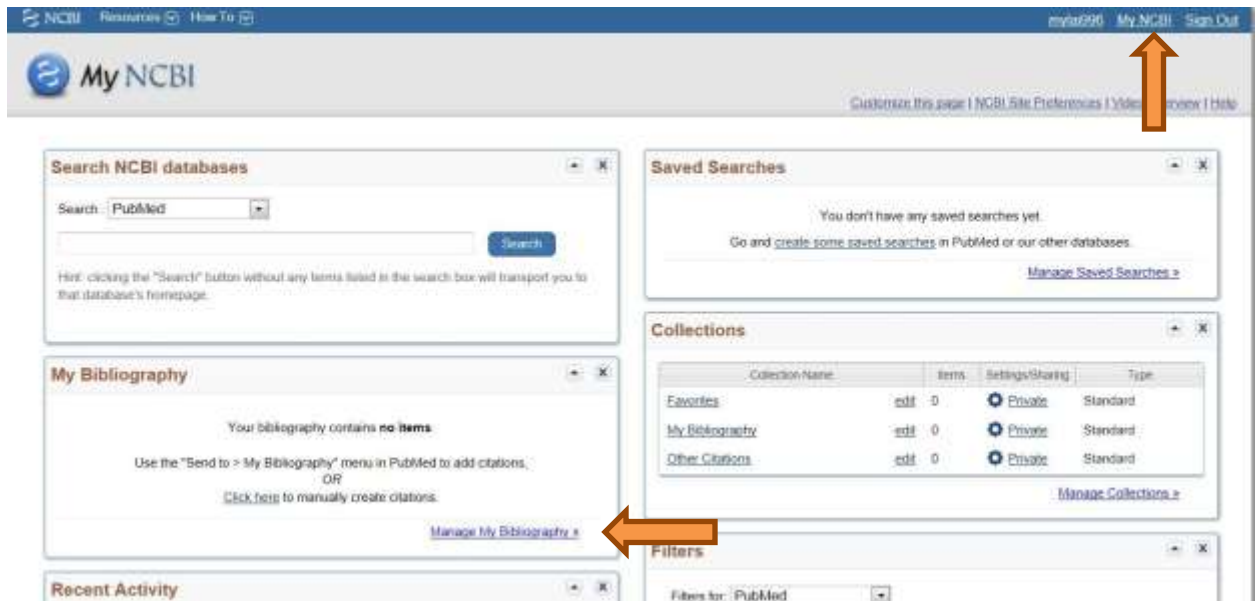
9. If it returns saying your account is already linked with another NCBI account, chances are that you may already have an NCBI account that you do not know of.

To login to your other NCBI account

- Click on 'Sign Out' at the top right corner.
- At the NCBI login page, click on the icon 'Sign in with NIH login' below the 'Register for a NCBI account' link.

The image shows a screenshot of the NCBI login page. At the top, it says "Sign in to NCBI". Below this are two input fields: "Username:" and "Password:". A blue "Sign in" button is positioned below the password field. Underneath the button are two links: "Forgot username or password?" and "Register for a NCBI account". A horizontal line separates these from the "3rd party sign in options". Below the line, it says "Or use a 3rd party sign in option". There are two buttons: "Sign in with Google" (with the Google logo) and "Sign in with NIH Login" (with the NIH logo). An orange arrow points to the "Sign in with NIH Login" button. Below these buttons is a link: "See more 3rd party sign in options". At the bottom, there is a checkbox labeled "Keep me signed in unless I sign out (Leave unchecked on public computers)".

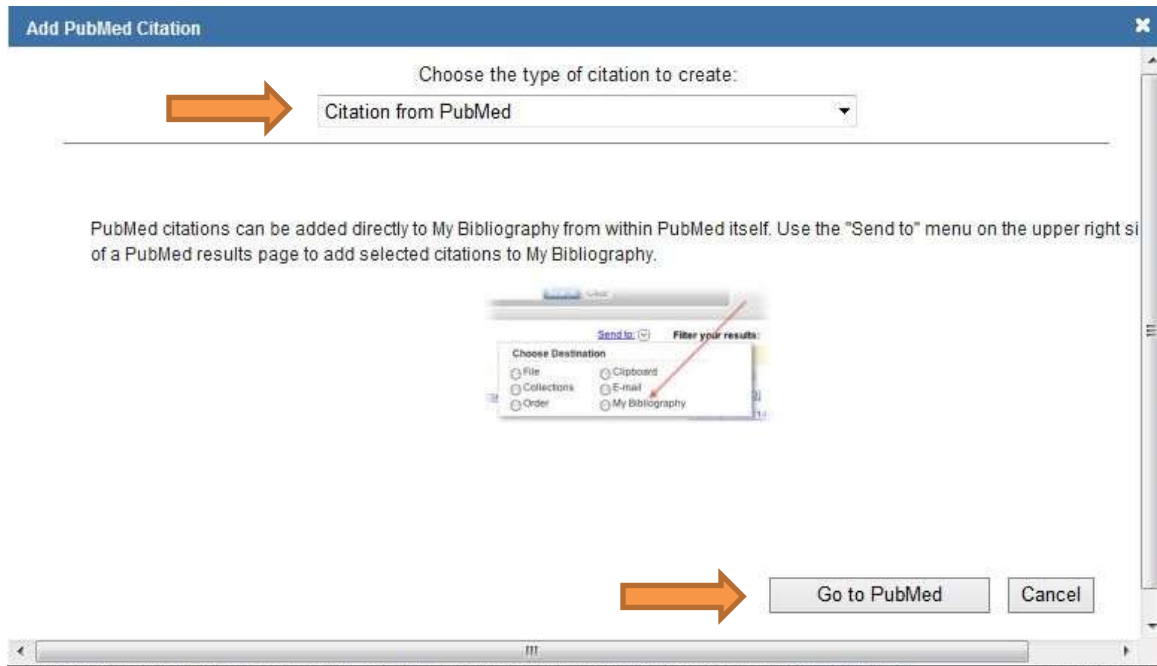
10. Click on 'My NCBI' at the top right corner and click on 'My Bibliography'.



11. If you do not have any bibliography, you can click on 'Add citation' to add bibliography. Otherwise, please skip to step 13.



12. Select 'Citation from PubMed.'



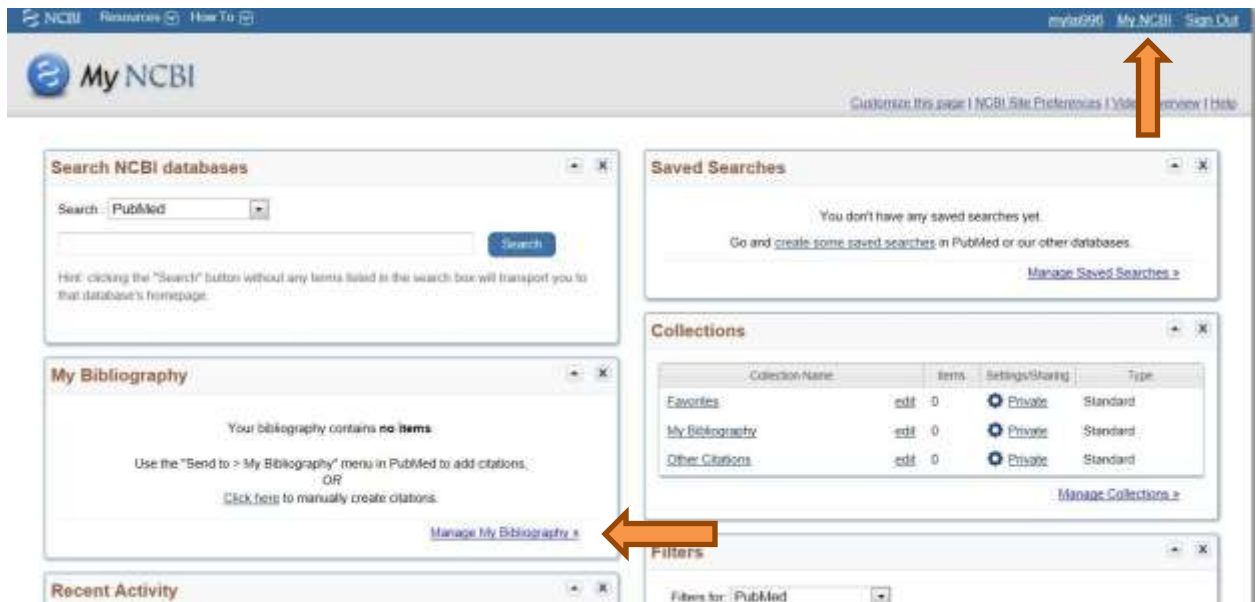
13. Search publications using this format

Last name first name[au] 2012[dp]

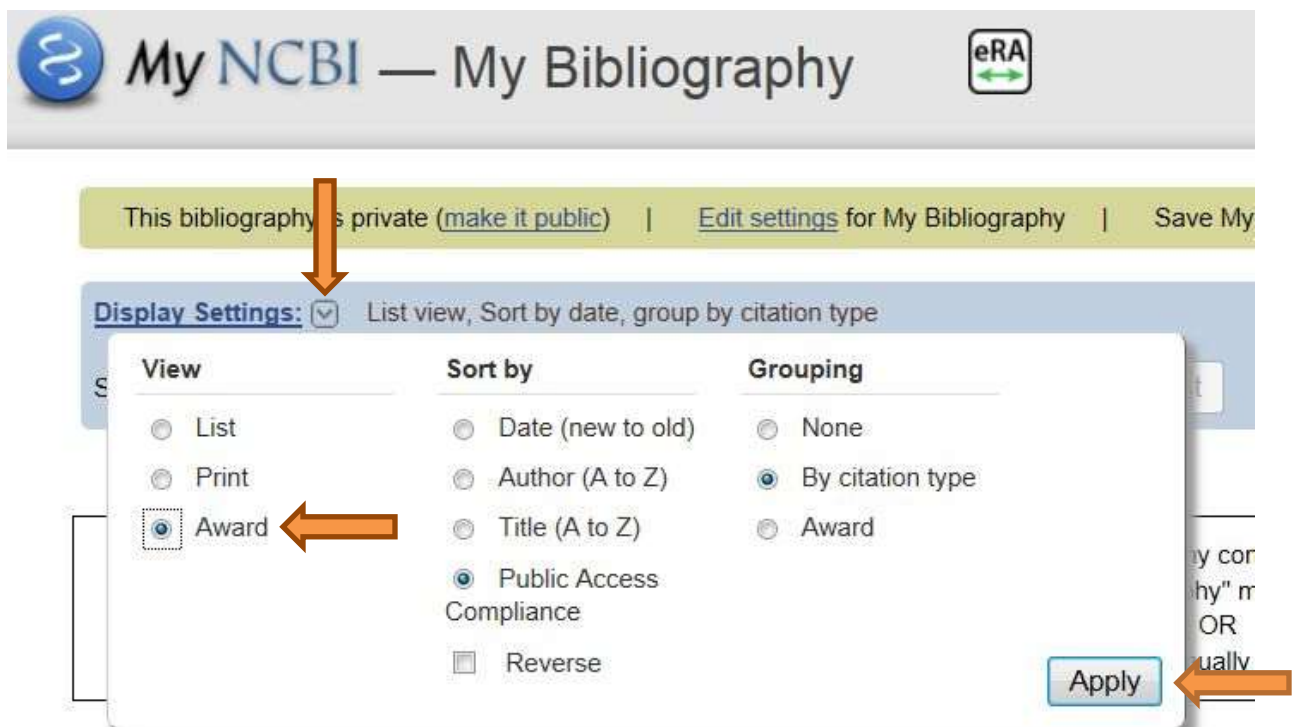
Check off your publications from the results. Then click 'Send to', select 'My Bibliography' and click 'Add to My Bibliography'.



14. After all your publications have been saved to My Bibliography, go back to My NCBI by clicking on the 'My NCBI' link at the top right corner. Then click on 'My Bibliography'





15. Click on the down arrow button next to 'Display Settings' and change the view setting to 'Award'. Then click 'Apply' to confirm.




16. Click on 'Add Awards' under a publication to add the CTSI grant if it is not already there.

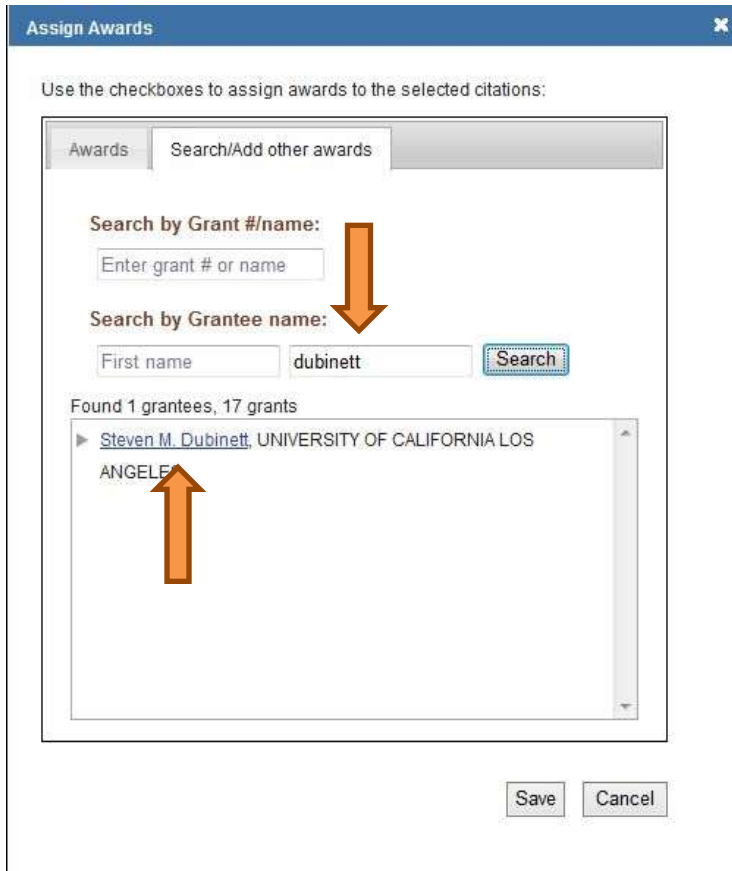
- 2: Lu QY, Jin Y, Mao JT, Zhang ZF, Heber D, Dubinett SM, Rao J. [Green tea inhibits cyclooxygenase-2 in non-small cell lung cancer cells through the induction of Annexin-1](#). *Biochem Biophys Res Commun*. 2012 Nov 2;427(4):725-30. doi: 10.1016/j.bbrc.2012.09.125. Epub 2012 Oct 2. PubMed PMID: 23036202; PubMed Central PMCID: PMC3490045.


 Public Access Compliance: Complete. PMCID: [PMC3490045](#)
NIH Funding:
P50 CA090388 - UCLA SPORE IN LUNG CANCER 
UL1 TR000124 - UCLA Clinical and Translational Science Institute
[Add or delete award](#)

- 3: Molnar MZ, Kovacsdy CP, Mucsi I, Salusky IB, Kalantar-Zadeh K. [Association of pre-kidney transplant markers of mineral and bone disorder with post-transplant outcomes](#). *Clin J Am Soc Nephrol*. 2012 Nov;7(11):1859-71. doi: 10.2215/CJN.01910212. Epub 2012 Sep 6. PubMed PMID: 22956265.

 Public Access Compliance: PMC Journal – In Process [\[Edit Status\]](#)
NIH Funding: No funding has been associated with this citation.
[Add award](#) 

17. If the CTSI grant numbers 'UL1 RR033176' and 'UL1 TR000124' are not listed as one of your awards or other awards, please do a search for it by clicking on the 'Search/Add other awards' tab. Use 'dubinett' as the last name and click on 'Steven M Dubinett' when the search comes back.



Assign Awards 


Use the checkboxes to assign awards to the selected citations:

Awards | **Search/Add other awards**

Search by Grant #/name:

Search by Grantee name:

Found 1 grantees, 17 grants

- ▶ [Steven M. Dubinett, UNIVERSITY OF CALIFORNIA LOS ANGELES](#) 

18. Scroll to the bottom of the list and check the CTSI grant numbers 'UL1 RR033176' and 'UL1 TR000124', then click 'Save'.

Assign Awards ✕

Use the checkboxes to assign awards to the selected citations:

Awards Search/Add other awards

Search by Grant #/name:

Search by Grantee name:

Found 1 grantees, 17 grants

- T32 HL072752 Pulmonary and Critical Care Medicine Training Program
- TL1 RR033175 UCLA Clinical and Translational Science Institute
- TL1 TR000121 UCLA Clinical and Translational Science Institute
- U01 CA152751 The UCLA - Boston University Lung Cancer Biomarker Development Laboratory
- UL1 RR033176 CTSI INFRASTRUCTURE FOR AIDS RESEARCH
- UL1 TR000124 UCLA Clinical and Translational Science Institute

19. To add the CTSI grant to your publication, click on the 'Awards' tab, check both CTSI grants and click 'Save'.

Assign Awards [X]

Use the checkboxes to assign awards to the selected citations:

Awards Search/Add other awards

My awards:

You do not have any grants associated with your account.

Other awards:

- P50 CA090388 - UCLA SPORE IN LUNG CANCER
- UL1 RR033176 - CTSA INFRASTRUCTURE FOR AIDS RESEARCH
- UL1 TR000124 - UCLA Clinical and Translational Science Institute

[Save] [Cancel]

20. To add CTSI grant to your other publications, please repeat steps 16 and 19.