

# Profile information and visibility

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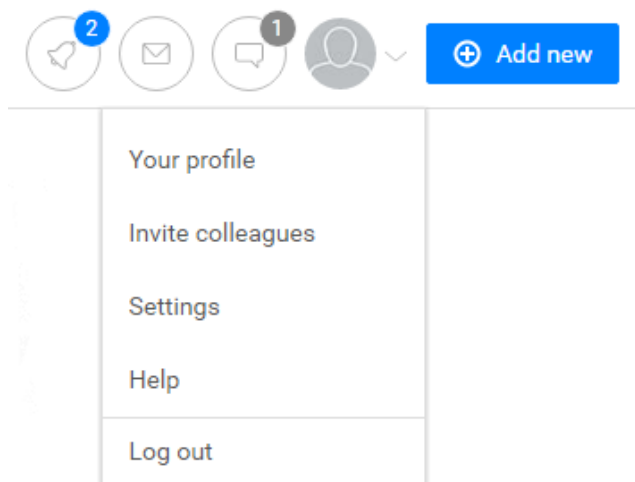
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## How do I view my profile?

Once you've logged in to ResearchGate, click on your profile picture in the top right-hand corner of any page.

## Changing your account name

You can edit your name in a few easy steps:

1. Go to your [profile](#) and click on **Edit** next to your name
2. Click on the **Edit name** button at the bottom of the box that appears
3. Update your name and click **Save** to confirm your changes.

**Note:** For security reasons, you can only change your name three times within a 30-day period.

## Changing your profile photo

You can easily [add](#), [update](#) or [remove your profile photo](#).

## How much information is visible on my profile?

ResearchGate gives you the option to choose how much of your information is displayed — both publicly and to other ResearchGate members. To customize who sees what, follow these steps:

1. Go to your [Privacy Settings](#)
2. Select the drop-down menu underneath the **About you** section
3. Choose who can see your profile information by selecting **Mutual followers**, **ResearchGate members (including recruiters)**, or **Everyone**
4. Your changes will be automatically updated.

Your public page is automatically enabled when you sign up to ResearchGate. You can change the visibility of your public page by following these steps:

1. Go to your [Privacy Settings](#)
2. If you would like to enable your public profile, tick the box next to **Enable your public profile**
3. Your changes will be automatically updated.

## Will my profile show up in search engines?

To make your profile page visible on search engines, you will need to select two options in your Privacy Settings following these steps:

1. Go to your [Privacy Settings](#)
2. Select **Everyone** from the drop-down options under **About you**
3. Tick the box next to **Enable your public page**
4. Your changes will be automatically updated.

Note that disabling your public page does not prevent your research from being indexed on search engines.

## Searching for your profile

Your own profile doesn't show up in search results while you are logged in because you can easily reach your profile by clicking on your profile photo at the top right-hand corner of every ResearchGate page. Your profile will always be searchable for other ResearchGate members. Unless you have chosen to make your profile private in your [Privacy Settings](#), your profile will also be searchable by non-members.

## Adding your ORCID iD to your profile

You can add your unique ORCID researcher identifier to your ResearchGate profile.

1. Go to your [profile](#) and scroll down to the **Memberships and ORCID** section
2. Click on **Add your memberships and ORCID iD** or on **Edit**
3. Fill in your ORCID iD and click **Save**.

## Updating your contact details

Your contact details help researchers connect with you outside of ResearchGate. You can add links to your Twitter profile and website by following these steps:

1. Go to your [profile](#) and scroll down to the **About me** section
2. Click on **Add your contact information** or on **Edit**
3. Update your contact details and click **Save** to confirm the changes.

**Note:** Only your mutual followers can see your contact details. To find out more visit your [Privacy Settings](#) or read our [Statement on Privacy and Data Protection](#).

## Changing your login email address

It is possible to use a deactivated email address to log in to your ResearchGate account as long as you can remember the password. This is how you can change the email address associated with your ResearchGate account:

1. Log in to ResearchGate using your current login email address
2. Click the downward-facing arrow at the top right-hand side of any page
3. Click **Settings** and then **Account settings** on the right-hand side
4. Under **Email address**, click **Add additional email**
5. Type in the email address you want to use as your login email
6. Click **Save**
7. A confirmation email will be sent to your new email address. Click the link in this email to complete the verification process. If you have requested the confirmation email multiple times, please note only the latest link will be active
8. Then go back to your **Account Settings**
9. Click the **Set as primary** button next to the email address you've just added to make it the primary email address for your ResearchGate account.

**Please remember** – This is the email address you'll use when you next log in to ResearchGate.

## Adding or updating your affiliations, education, grants and awards, and memberships

To add or update information about your professional experience, go to your profile. You can edit your affiliations, education, and achievements by clicking in the blank area of each section or on **Edit** in each section's header.

## Importing your CV to your profile

Currently, it's not possible to upload your CV to your ResearchGate profile, but other options are available. For example, you can add most of the information contained in your CV to your profile, including skills, affiliations, education, awards, and memberships.

## **Shared connections**

### **Where can I find shared connections?**

When you're visiting someone's profile, you'll now be able to see your shared connections.

### **How can shared connections help me?**

One of the best ways on ResearchGate to understand how relevant a researcher is to your work and whether you'd like to connect is through your shared connections – the more people you have in common, the more likely it is that you're part of a professional community.

### **How are shared connections calculated?**

We consider your co-authors, advisors, lab colleagues, project collaborators, mutual followers, and department colleagues to be your connections. A shared connection is someone who is a connection to both you and the person whose profile you're viewing.