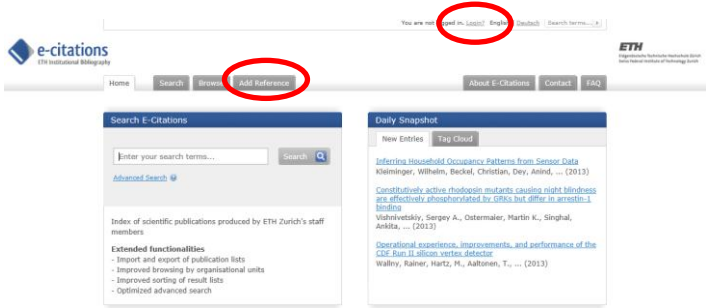
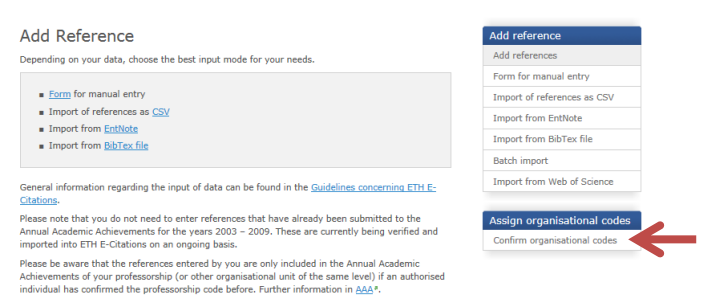


ETH E-Citations: confirming organisational codes

Every reference in ETH E-Citations must be assigned at least one organisational code. Additional organisational codes can be allocated at a later date (see [Assigning of Organisational Codes](#)).

References that have got an organisational code but not yet been confirmed

If references from employees who are not authorised to confirm organisational codes are entered, these must be confirmed afterwards for them to be displayed in [Annual Academic Achievements](#) (AAA).

<ul style="list-style-type: none"> ■ Log into ETH E-Citations with your <i>nethz ID</i>. ■ Click on the <i>Add Reference</i> tab. 	
<ul style="list-style-type: none"> ■ Click on <i>Confirm organisational codes</i> in navigation bar on the right-hand side. 	

- References that have not yet been confirmed are listed under *References temporarily attributed to organisational code*.

Select *Confirm code* under *Action* in the drop-down menu and click on *Assign code* to confirm the organisational code.

Entries can be deleted from the list (*Reject code*) or their assignment postponed to a later date (*Postpone assigning*).

Start Suche Browse Neue Referenz

Confirm organisational codes

The following list shows all references which were temporarily attributed to an organisational code you are responsible for. Since every entitled ETH Zurich user can attribute a reference to his or her organisational unit, the attribution need to be confirmed by you at this point permanently. Further information in [AAA](#)*

Only references with codes confirmed by you are visible in the ETHIS AAA system.

Select...	...in order to ...
Confirm code	...assign the organisational code permanently
Reject code	...delete the organisational code which the reference has been attributed to temporarily
Postpone assigning	...do confirmation of organisational codes at a later date

Note: Assigning one of your own codes to references will not need this verification.

Add another reference

References temporarily attributed to organizational code 03528

Reference	Action
<p>1. Reproducible quantification of cancer-associated proteins in body fluids using targeted proteomics Hüttenhain, Ruth, Soste, Martin, Selevsek, Nathalie und Röst, H. (2012)</p>	<p>Confirm <input type="checkbox"/></p>

Assign code

Contact:

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 Tel.: +41 44 632 21 35

ETHIS Portal
<http://ethis.ethz.ch>

ETHIS support
<https://www.zo-support.id.ethz.ch/ccsap>

Further information on Annual Academic Achievements
<http://www.sap.ethz.ch/applications/aaa>