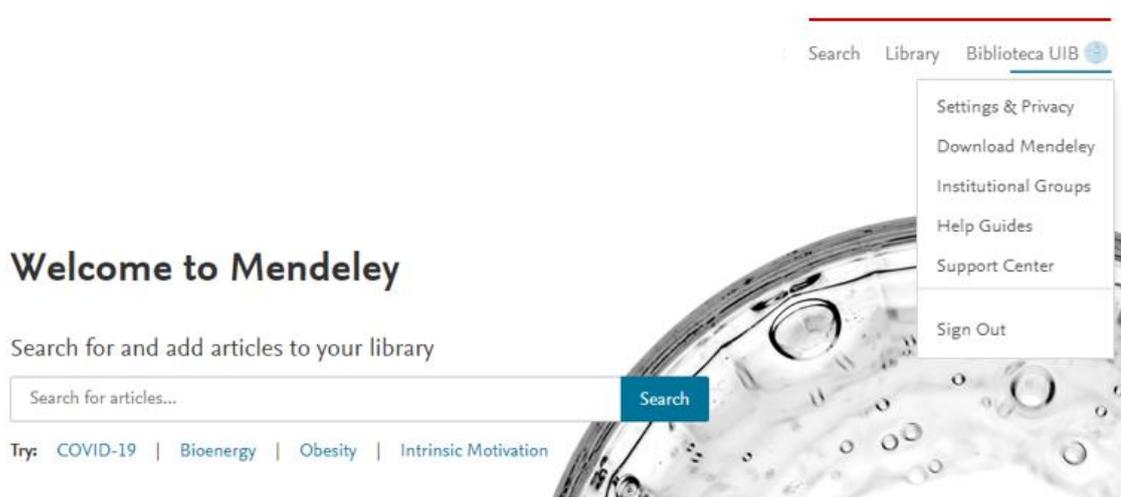


Por dónde empezar. Opciones de la cuenta

- En **Mendeley Web**, clicando sobre tu nombre encuentras las diferentes opciones de la cuenta.



➤ Secció **Settings**

Settings – Account

Aquí encuentras las diferentes opciones de configuración, y desde donde puedes **actualizar los datos personales**, cambiar la contraseña y borrar la cuenta.

Search Library Biblioteca UIB

Account

- Scopus Profile
- Subscription
- Privacy
- Profile Updates
- Notifications
- Job Preferences
- Billing
- Third-Party Apps

Account

Profile photo

Add or edit your Mendeley profile picture.

[Change photo](#) [Remove photo](#)

Personal details

Changing your basic account settings here will change them across other Elsevier products.

Email address
biblioteca@uib.es

First name
Biblioteca

Last name
UIB

Academic status
Librarian

Settings
Privacy Center
Download Mendeley
Institutional Groups
Help Guides
Support Center
Sign Out

Settings – Scopus Profile

Enlaza desde aquí teu perfil de Scopus para dar visibilidad a tus publicaciones.

Account

- Scopus Profile
- Subscription
- Notifications
- Careers Settings
- Billing
- Third-Party Apps

Scopus profile

Manage your Scopus profile

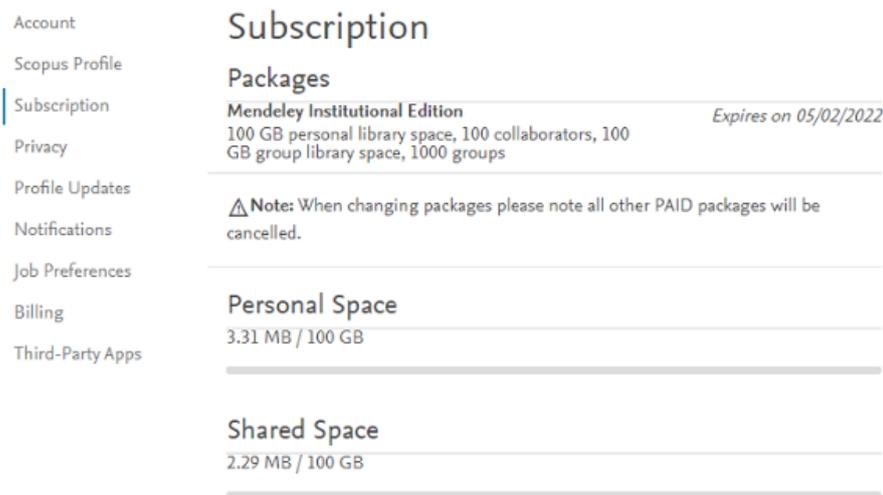
Once connected, publications from your Scopus author profile(s) will continually be added to your My Publications folder

[Connect Scopus profile](#)

If you have more than one Scopus author profile and/or there are mistakes in your profile, please go to the [Scopus Author Feedback Wizard](#) to request a correction

Settings – Subscription

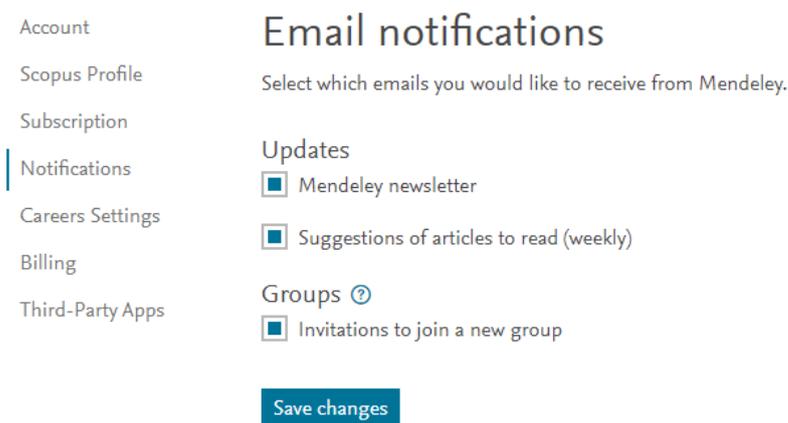
Tienes los datos de **configuración de la cuenta**, desde donde ves si tienes Mendeley Institutional Edition (100GB y resto de ventajas). También incluye los datos correspondientes al espacio personal y de los grupos.



The screenshot shows the 'Subscription' settings page. On the left is a navigation menu with options: Account, Scopus Profile, Subscription (highlighted), Privacy, Profile Updates, Notifications, Job Preferences, Billing, and Third-Party Apps. The main content area is titled 'Subscription' and includes a 'Packages' section with 'Mendeley Institutional Edition' (100 GB personal library space, 100 collaborators, 100 GB group library space, 1000 groups) and an expiration date of 05/02/2022. A note states: 'When changing packages please note all other PAID packages will be cancelled.' Below this are sections for 'Personal Space' (3.31 MB / 100 GB) and 'Shared Space' (2.29 MB / 100 GB).

Settings – Notifications

Desde aquí puedes **determinar los avisos** de tu cuenta.



The screenshot shows the 'Email notifications' settings page. On the left is a navigation menu with options: Account, Scopus Profile, Subscription, Notifications (highlighted), Careers Settings, Billing, and Third-Party Apps. The main content area is titled 'Email notifications' and includes the instruction: 'Select which emails you would like to receive from Mendeley.' Under the 'Updates' section, there are two checked checkboxes: 'Mendeley newsletter' and 'Suggestions of articles to read (weekly)'. Under the 'Groups' section, there is one checked checkbox: 'Invitations to join a new group'. A 'Save changes' button is located at the bottom.

➤ Secció **Privacy Center**

Access and review the
privacy options for your
Elsevier account



Sign in with Elsevier

Your privacy options

 Profile

Choose who can see what
information on your profiles

 Activity history

Manage your activity history
on various Elsevier solutions

 Recommendations

Decide which input is used
for recommendations

 Third-party apps

Check which apps you've
allowed to access your data

 Email alerts

Manage your email alerts for
various Elsevier solutions

 Saved items

Manage your saved items for
various Elsevier solutions

Here are the privacy options available without signing into your Elsevier account.
To access more privacy options, please sign in.

[Manage your Elsevier marketing email preferences ↗](#)

[Manage your preferences for marketing emails from Cell Press ↗](#)

[Manage your preferences for marketing emails from The Lancet ↗](#)

[Submit a request to access or delete your data ↗](#)

➤ Secció **Download** ([Mendeley Reference Manager](#))

➤ Secció [Institutional groups](#)