



DIRECTORATE FOR
RESEARCH &
POSTGRADUATE
SUPPORT

2026

Initial log-in guide for Converis

Rev 00

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1. BACKGROUND

DUT is implementing the Converis e-management system for managing research-related activities, including Publications Capturing, Postgraduate Studies, and Ethics applications.

We are part of the SATN Clarivate Consortium for this system, so there are some particularities in setting up user access. The system integrates with the South African Identity Federation (SAFIRE), used by numerous South African academic and research institutions.

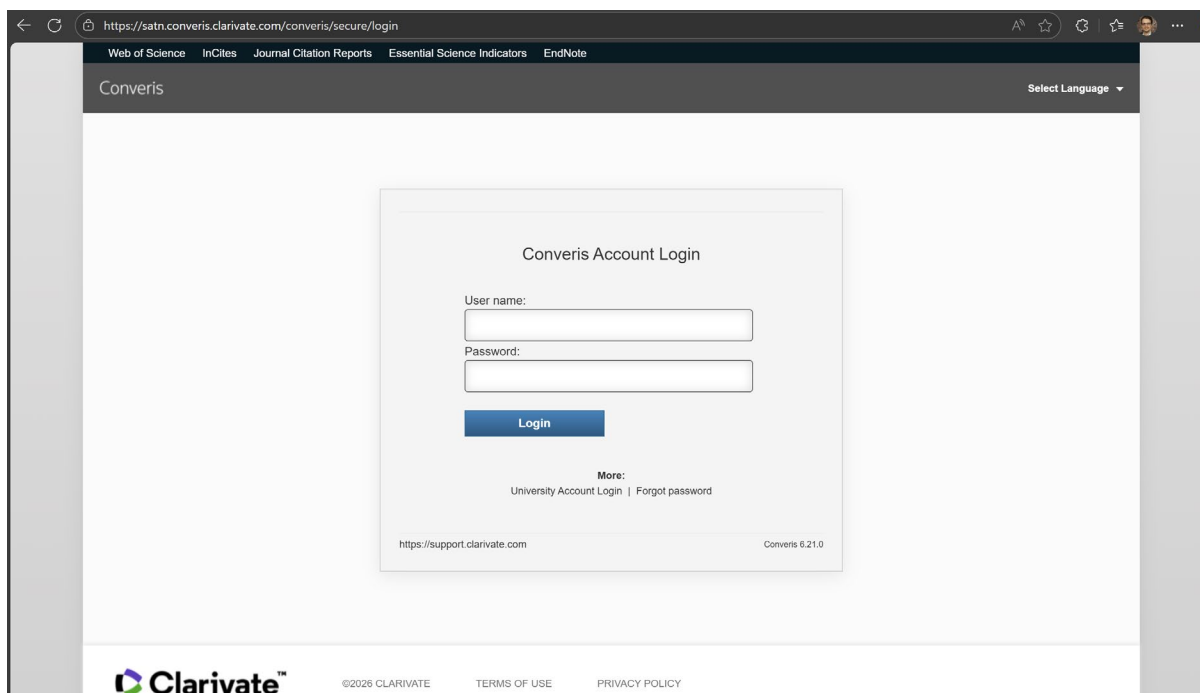
To complete the activation of individual users on the Clarivate system, users must log in for the 1st time in a specific manner before their profiles are created. This guide shows how to do so.

2. ACTIVATION STEPS

2.1 CLARIVATE CONVERIS LOGIN PAGE

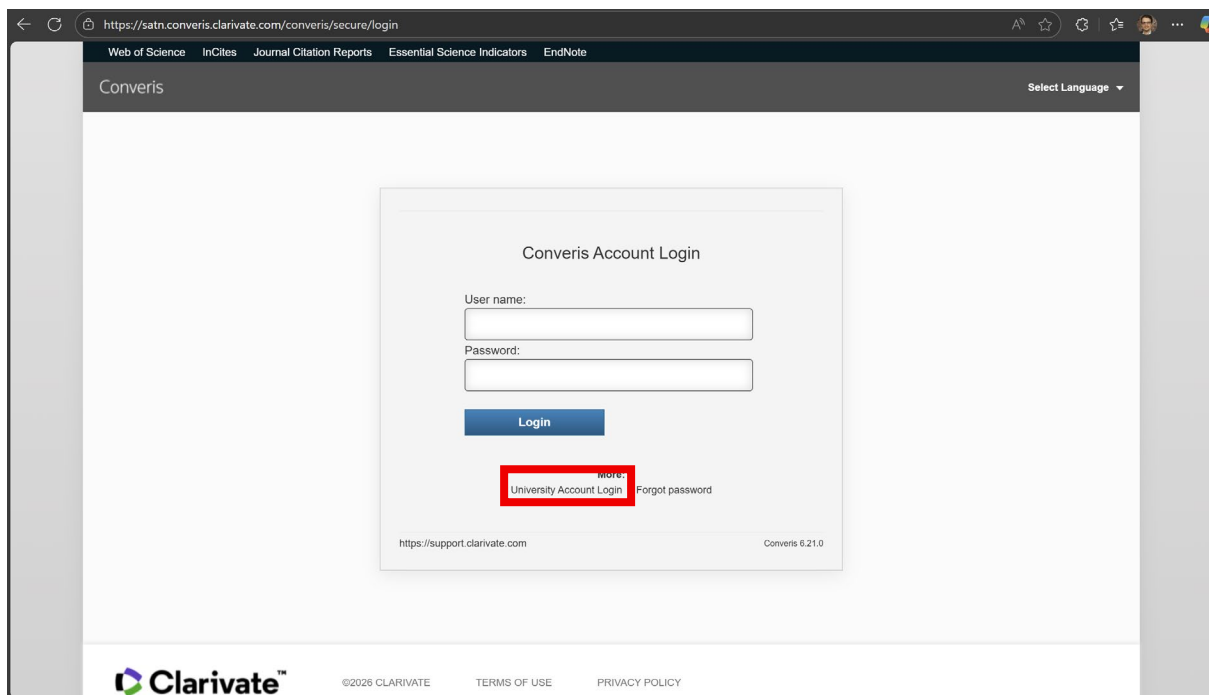
1. Go to the Clarivate Converis launch page via link
- [Login - Converis Standard Config](#)

You should come to the following screen:



The screenshot displays the 'Converis Account Login' page. At the top, there is a navigation bar with links: 'Web of Science', 'InCites', 'Journal Citation Reports', 'Essential Science Indicators', and 'EndNote'. Below this is a 'Converis' header with a 'Select Language' dropdown. The main content area features a login form with the title 'Converis Account Login'. The form includes two input fields: 'User name:' and 'Password:'. Below these fields is a blue 'Login' button. Under the button, there is a 'More:' section with links for 'University Account Login' and 'Forgot password'. At the bottom of the form, there is a link to 'https://support.clarivate.com' and the version number 'Converis 6.21.0'. The footer of the page contains the Clarivate logo, the text '©2026 CLARIVATE', and links to 'TERMS OF USE' and 'PRIVACY POLICY'.

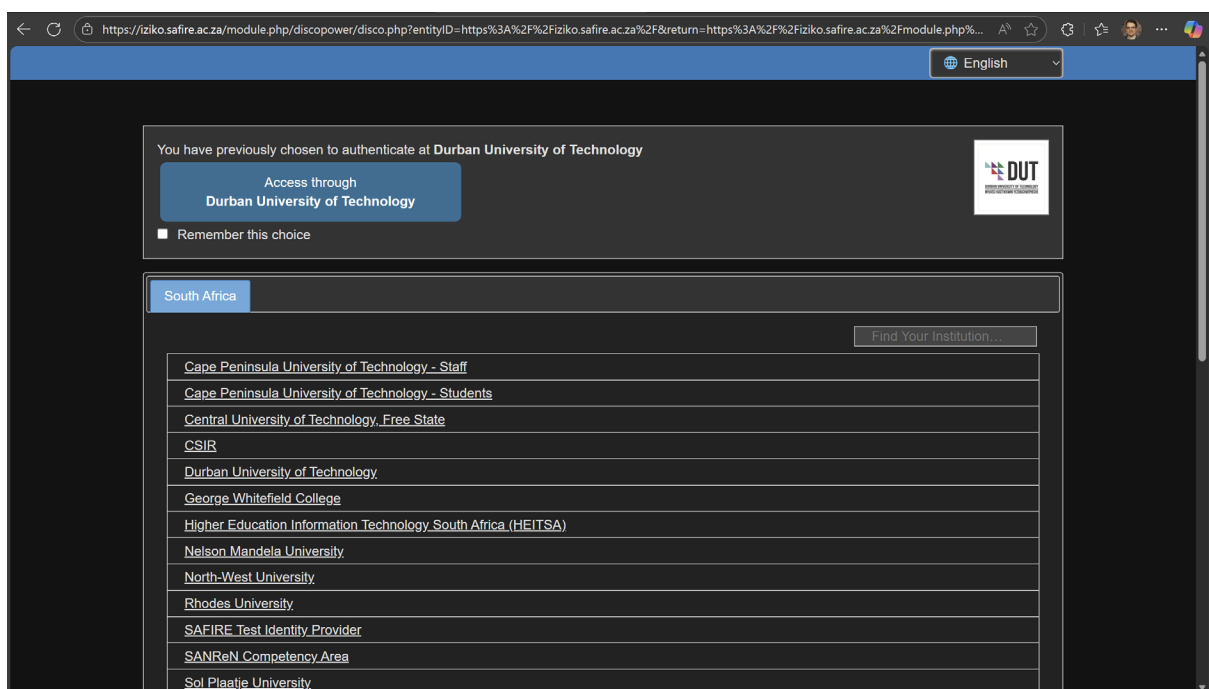
2. Click on 'University Account Login'
Link is highlighted in red below



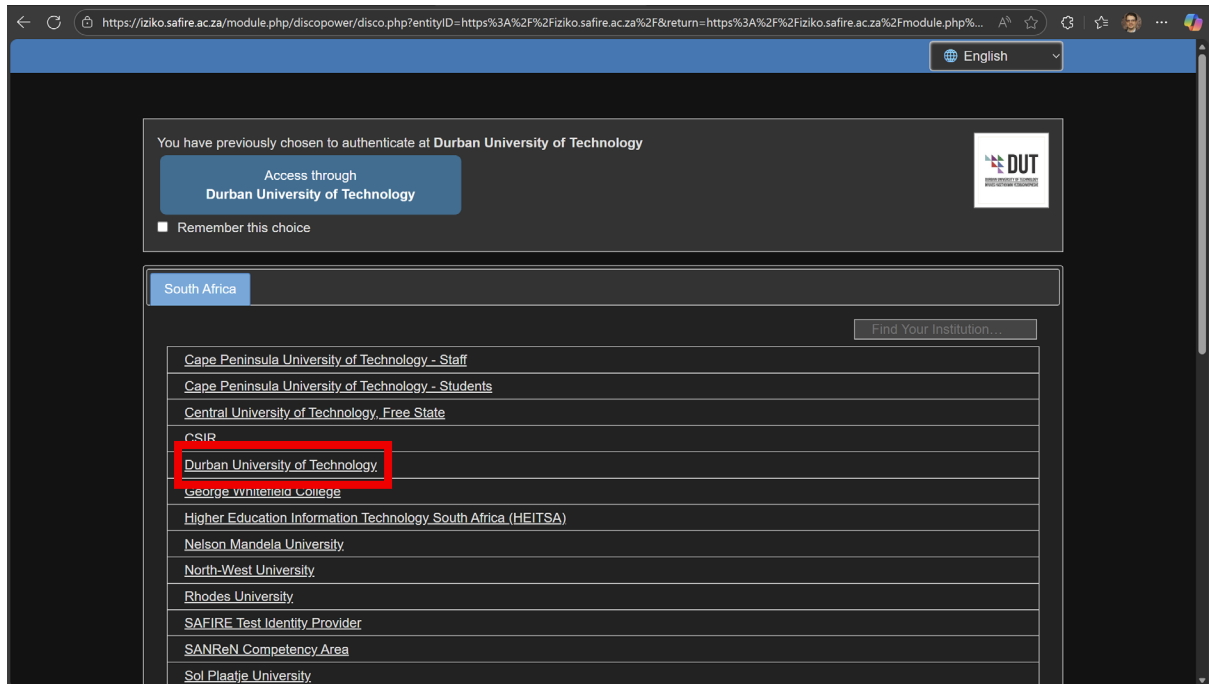
You will then be redirected to the SAFIRE authentication page

2.2 SAFIRE AUTHENTICATION PAGE

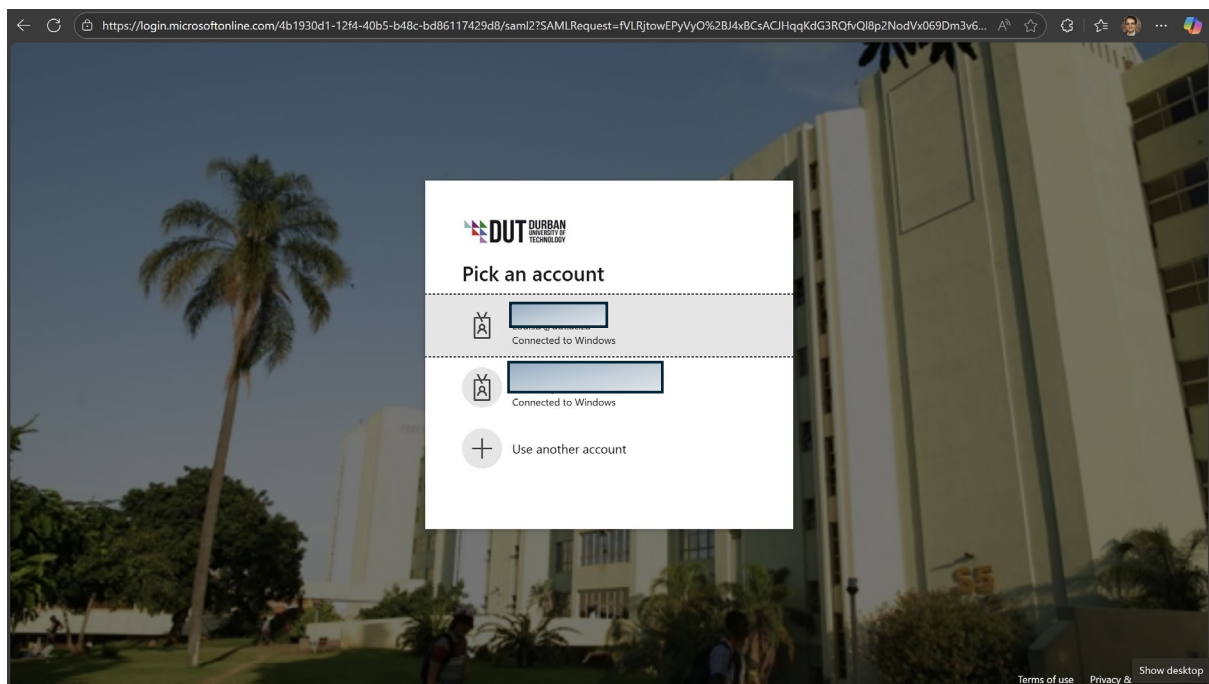
You should come to the following screen:



3. Click on the **'Durban University of Technology'** link.
Link is highlighted in red below



4. Select your usual DUT login. You may need to select your primary DUT account linked to your name (if staff) or student number (if a student) if you have multiple accounts, such as image below.



5. Accept the SAFIRE personal information transfer notice, which basically allows for your specific DUT email address to be captured.

Personal information transfer notice

You are about to log into Converis - SATN. This service is operated by Converis - SATN.

This service describes itself as: *Research Information Management System (RIMS)*

Converis - SATN requires that your personal information (see below) be transferred from Durban University of Technology. Are you willing to send this information? 🗨️

[Privacy policy for the service Converis - SATN](#)

Yes, continue Yes, only this time No, cancel

Information that will be sent to Converis - SATN

Person's principal name at home organization	[redacted]@dut.ac.za
Affiliation at home organization	library-walk-in@dut.ac.za
Persistent service-specific pseudonym	0bab869d25915427e938beb9af8a214374736b32 [for https://satn.converis.clarivate.com/converis/shibboleth]

✉ If there are any errors in your personal information, please contact the administrator of your identity provider (Durban University of Technology) or your IT help desk.

2.3 SATN CLARIVATE

6. Accept the SATN Clarivate Terms & Conditions

Web of Science InCites Journal Citation Reports Essential Science Indicators EndNote

Converis Search Help Researcher: PILLAY, NISCHOLAN, nischola... 🔔

Terms & Conditions

SATN CLARIVATE CONVERIS CONSORTIUM
CLARIVATE RIMS TERMS AND CONDITIONS

The current system (Clarivate Converis Research Information Management System (CC-RIMS)) being provided by the South African Technology Network (SATN) as a consortium between the three Universities of Technologies (UoTs) (that is, the Central University of Technology (CUT), the Cape Peninsula University of Technology (CPUT) and the Tshwane University of Technology (TUT)) protects the user's privacy, data access and any sharing of the information provided by the service provider, such that:

No personal information about a user of any UoT will be disclosed to any third parties without the user's permission or due process or permission

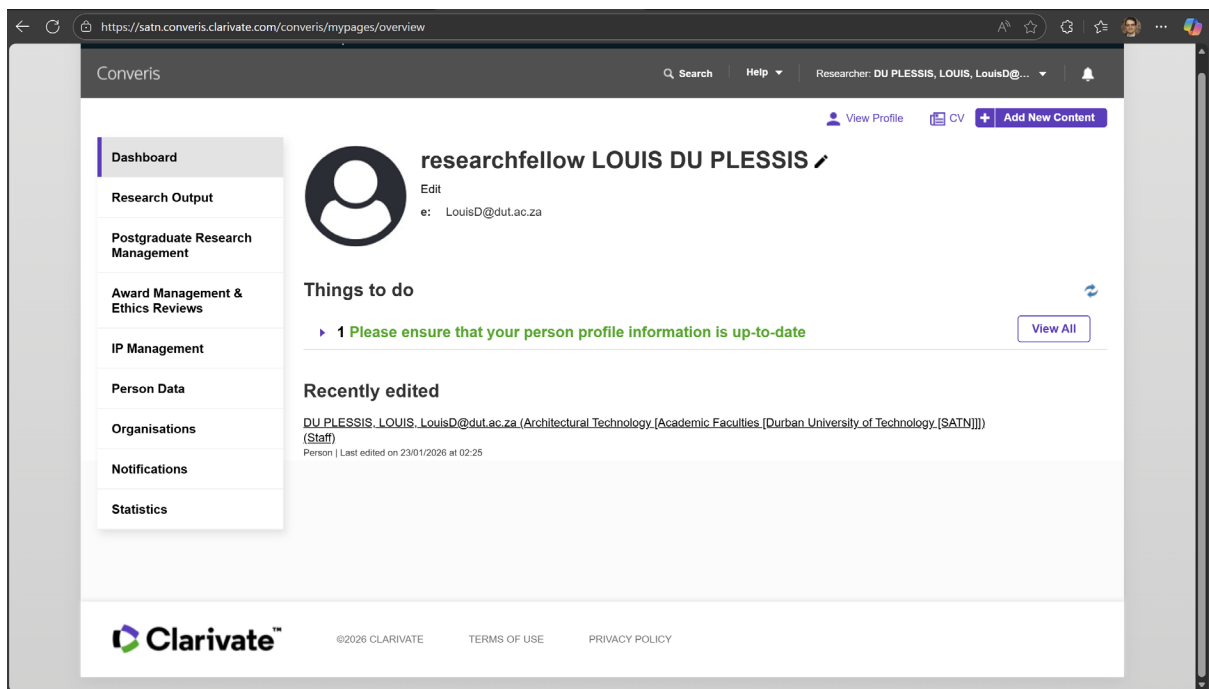
Decline **Accept**

Converis 6.21.0

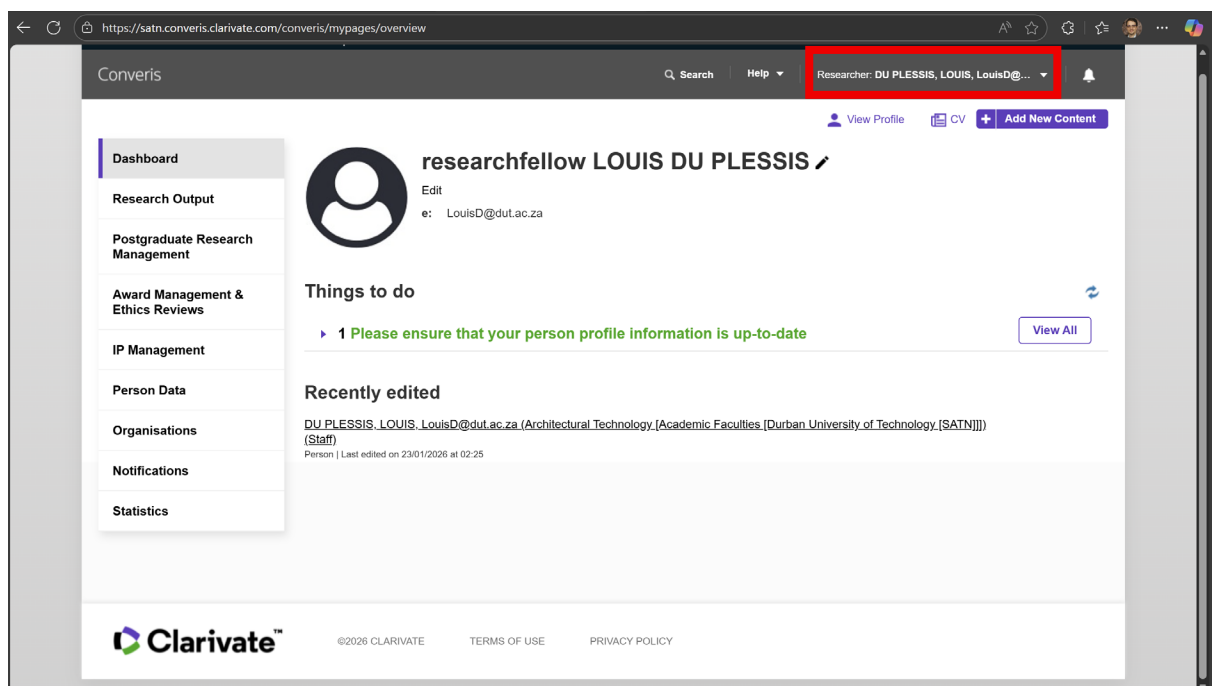
Clarivate™ ©2026 CLARIVATE TERMS OF USE PRIVACY POLICY

You will then be redirected to the landing page of Converis.

7. This is an example of the landing page of Converis – if you reach this page, you are successfully linked.



8. You may now log out
Dropdown to this option is highlighted in red below



You have successfully logged on and completed your user account activation, thank you.

3. RESEARCH PUBLICATION WORKFLOW

4. ISSUE LOGGING

If you have been unable to log in successfully, you can log a 'ticket' using the following link:

[Logging inability to Access Clarivate - initial log-in only – Fill out form](#)