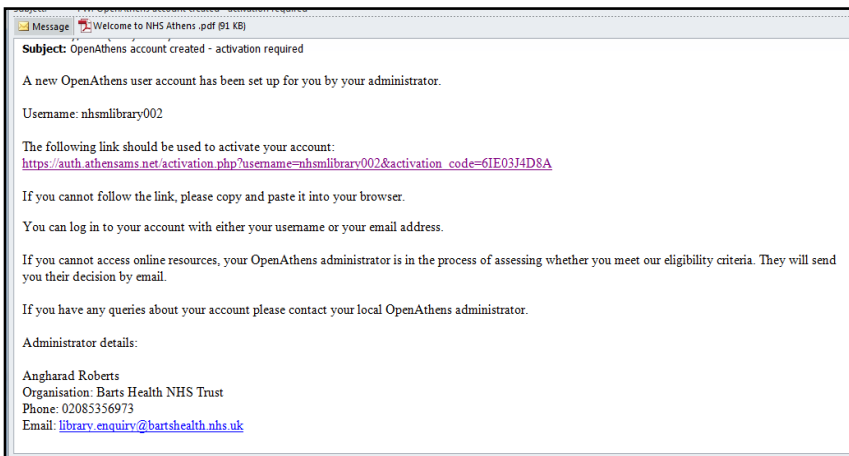


Step 3

After submitting your registration form you will receive an automated email with your username with a link to activate your account and to choose a password. **Tip:** If you can't find your activation email in your inbox, please check your junk mail folder. If it doesn't arrive within an hour, contact your local OpenAthens administrator. Example of automated email message you should receive:



Finish Choose a password

You will have 14 days after the receipt of the email to complete the registration process before the link expires.

Account activation

Choose your password

Password

Confirm password

Choose your OpenAthens account password
The password must be entered twice on the form: in the 'Password' and 'Confirm password' boxes.
Passwords are case sensitive, between 8 and 20 characters long, and contain a mix of letters and non-letters. They cannot be the same as your username, contain ascending or descending series of characters or common patterns.

Now you're logged in, click on **"My resources"** to view the content available. For more information or training contact:

KNOWLEDGE AND LIBRARY SERVICES

Website: <http://bartshhealth.nhslibraries.com>

Email: library.enquiry@bartshhealth.nhs.uk

Tel: +44(0)20 8535 6973



Why Register?

Healthcare Databases

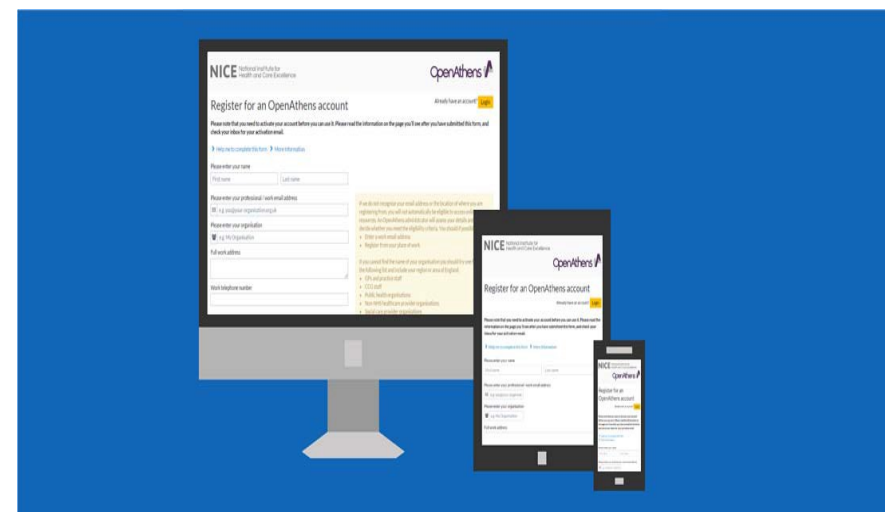
Access to the world's most comprehensive information resources including Medline, Embase, BNI, CINAHL, PysclInfo, and more.

eBooks & Journals

Free access to thousands of online journals and eBook titles

NICE Apps

Access to NICE Guidance, BNF and BNF for Children Apps for your Smartphone or Tablet.



Eligibility

Your registration will be automatically accepted if you:

- Are an Authorised user under the eligibility criteria.
- Have an NHS email address or register on a NHS networked computer.
- Can identify your NHS employer.

You should if possible use your work email address and register from your place of work to ensure that your registration is automatically approved. If you are registering from home or using a computer outside the Trust network your registration will require approval by the local OpenAthens administrator and may be delayed or rejected.

Step 1

Get started at:

<https://openathens.nice.org.uk/> on your PC, tablet or smartphone

Enter your personal details on the registration form:

The screenshot shows the 'Register for an OpenAthens account' page. It includes fields for 'Please enter your name' (First name, Last name), 'Please enter your professional / work email address', 'Please enter your organisation', 'Full work address', 'Work telephone number', 'Please enter the name of your department, ward, GP practice or clinic', 'Position / job title', 'Job role', and 'Position duration' (Permanent/Temporary). There are also checkboxes for 'I have read and accept the terms and conditions and privacy notice' and 'I agree to be contacted occasionally by NICE for surveys and research to improve NICE products'. A 'Register' button is at the bottom. A yellow box on the right provides additional information about eligibility criteria and data protection.

Organisation

When you start typing in the name of the Trust or organisation that employs you the form will locate it for you for you to select. If you can't find your organisation register under "Other national organisations (England)" and include your region or area of England.

The screenshot shows a dropdown menu titled 'Please enter your organisation'. The selected option is 'Barts'. Below the dropdown, the text reads 'Full Barts Health NHS Trust' and 'You may find it helpful to include your region or county to find your organisation'. There is a 'Work' field below that.

Continue to enter your personal details in all the required fields. You will then need to accept the terms and conditions and tick the box "I have read and accept the terms and conditions and privacy notice" and click "Register".

Step 2

If your registration is successful, you should see the following page with your details:

The screenshot shows the 'Account Details Summary' page. It includes the following information:

Account Details Summary		Your OpenAthens Administrator	
Username:	nhsmlibrary002	Name:	Angharad Roberts
Account Expiry Date:	13/10/2017	Organisation name:	Health Education NC & NE London - NHS & Public
Eligibility Expiry Date:	15/07/2017		Health staff in NC & NE London boroughs
Account Holder:	Mec Library	Email address:	library.enquiry@bartshealth.nhs.uk
Position:	Librarian		
Position Status:	Permanent		
Job End Date:	15/07/2017		
Department or ward:	Knowledge and Library Services		
Email address:	mec.library@bartshealth.nhs.uk		
Telephone:	02085356973		
Professional group:	Library Staff		
Trust/Organisation:	Barts Health NHS Trust		
Postal address:	Whipps Cross University Hospital London E11 1NR		