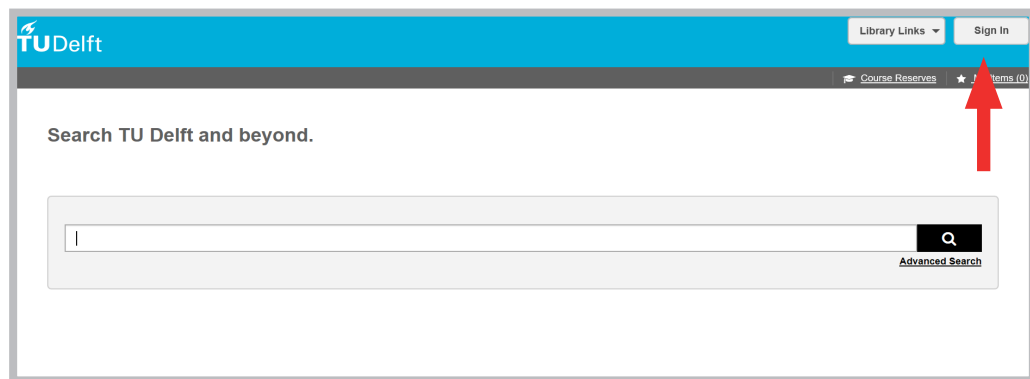


Manual for creating an eduID

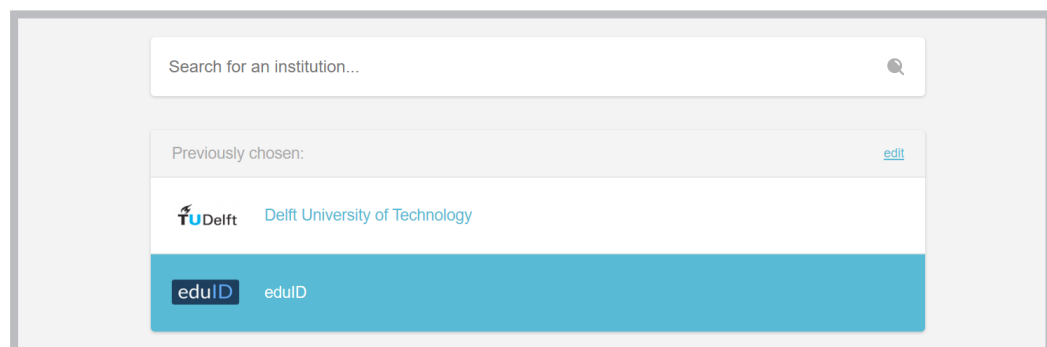
Go to our [catalogue](#) and click on *Sign In*

1



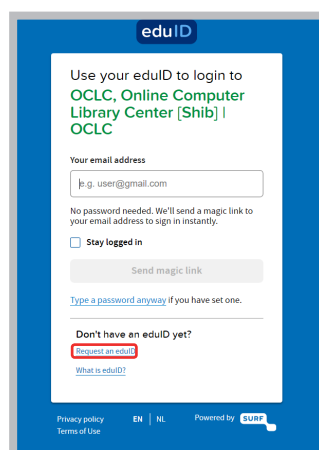
Choose *eduID*

2



Click on *Request an eduID*

3



Don't have an eduID yet?

[Request an eduID](#)

[What is eduID?](#)

4

Fill in the form

The screenshot shows a web form titled "Request your eduID" on a blue background. The form has the following fields and elements:

- Your email address:** A text input field with the placeholder "e.g. user@gmail.com".
- First name:** A text input field with the placeholder "e.g. Tim".
- Last name:** A text input field with the placeholder "e.g. Barmes-Lee".
- Agreement:** A checkbox labeled "I agree with the terms of service. I also understand the privacy policy.".
- Submit:** A button labeled "Request your eduID".
- Footer:** Links for "Privacy policy" and "Terms of Use", language options "EN" and "NL", and a "Powered by" logo for "SURF".

Enter your e-mail address, your first and last name and carefully read through the terms of use and privacy policy. If you agree to the terms of use, please check the "I Agree" box. Then, click *Request your eduID* to continue the registration process.

5

Check your e-mail

The screenshot shows a verification page titled "Please Check your email" on a blue background. The page contains the following information:

- Message:** "We've sent you an email at myemail@gmail.com. It contains a magic link that will sign you in."
- Alert:** A grey box with an information icon and the text "Is the above email address incorrect? Please start over." with a link to "Please start over."
- Footer:** Links for "Privacy policy" and "Terms of Use", language options "EN" and "NL", and a "Powered by" logo for "SURF".

Success! You will receive a verification e-mail in your inbox shortly to verify your email address. It might end up in your Spam folder, so please check it regularly if the e-mail does not seem to arrive.

6

Click on *Verify this email address* in the email you received

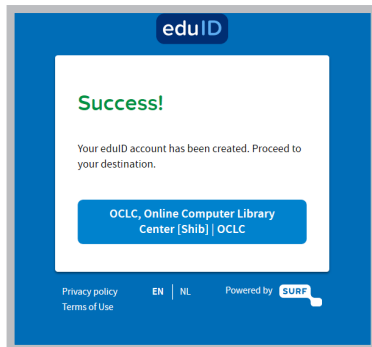
You've requested an eduID

Click the button below to verify that this email address belongs to you.

Verify this email address

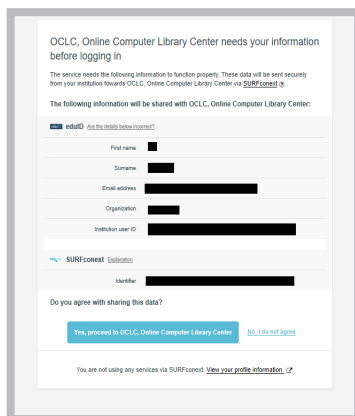
Your account has now been created. Click on *OCLC, Online Computer Library Center* to get access to OCLC.

7



Click on *Yes, Proceed to OCLC*

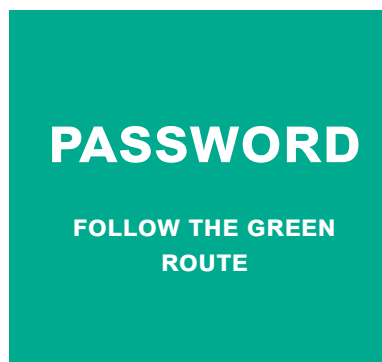
8



The first time you log in, you will get a request to share some of your personal details with OCLC. You will have to agree to continue logging in.

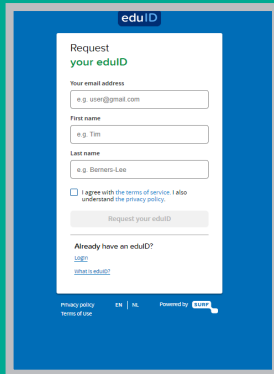
How do you prefer to log in?

9



10

To set up a password go to <https://eduid.nl/>

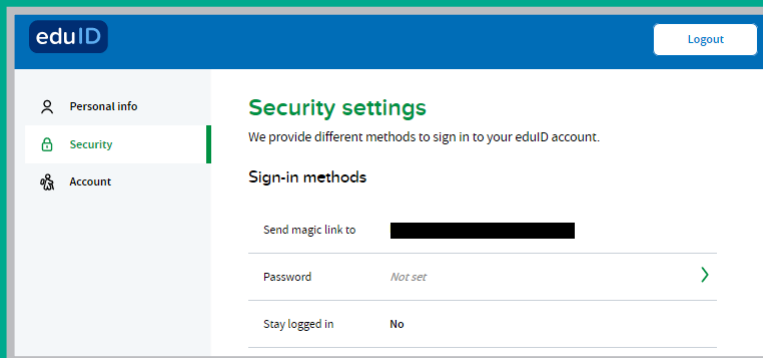


The screenshot shows the 'Request your eduID' form. It includes fields for 'Your email address' (with example 'e.g. user@gmail.com'), 'First name' (with example 'e.g. Tim'), and 'Last name' (with example 'e.g. Bismars-Lee'). There is a checkbox for 'I agree with the terms of service. I also understand the privacy policy.' and a 'Request your eduID' button. Below the form, there is a section for 'Already have an eduID?' with a 'Log in' link and a 'What is eduID?' link. At the bottom, there are links for 'Privacy policy' and 'Terms of use', and it is noted as 'Powered by' with a logo.

Please note that a valid password is at least 15 characters OR at least 8 characters including a number and an uppercase letter. When you've entered two identical valid passwords, the 'Set password' button becomes blue. Click this button to continue. You have set a password now, but you can still also use the magic link option.

11

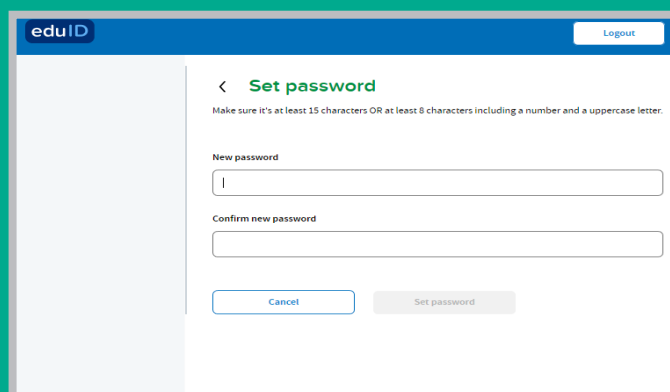
Go to Security on the left and click in the *Not set* area or on the *arrow* behind Password



The screenshot shows the 'Security settings' page. On the left, there is a navigation menu with 'Personal info', 'Security', and 'Account'. The 'Security' section is active. The main content area is titled 'Security settings' and includes the text 'We provide different methods to sign in to your eduID account.' Below this, there is a 'Sign-in methods' section. It contains three rows: 'Send magic link to' with a redacted email address, 'Password' with the value 'Not set' and a right-pointing arrow, and 'Stay logged in' with the value 'No'.

12

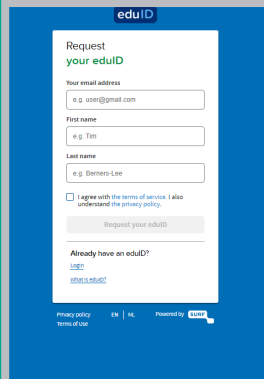
Type your password and confirm it



The screenshot shows the 'Set password' form. It has a title 'Set password' and a sub-header 'Make sure it's at least 15 characters OR at least 8 characters including a number and an uppercase letter.' Below this, there are two input fields: 'New password' and 'Confirm new password'. At the bottom, there are two buttons: 'Cancel' and 'Set password'.

Go to our [catalogue](#) and click on *Sign In*. Choose *EduID* and log in with your e-mail and password

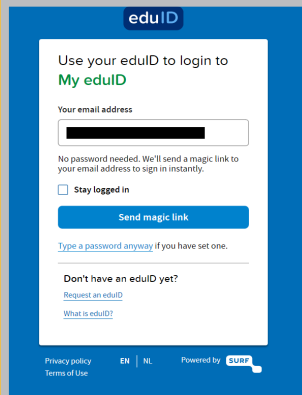
13



The screenshot shows a web form titled "Request your eduID" on a blue background. The form includes input fields for "Your email address" (with the example "e.g. user@gmail.com"), "First name" (with the example "e.g. Tim"), and "Last name" (with the example "e.g. Bismers-Lee"). Below these fields is a checkbox for "I agree with the terms of service. I also understand the privacy policy." and a "Request your eduID" button. At the bottom, there are links for "Already have an eduID?", "What is eduID?", and "Privacy policy Terms of use". The footer includes "EN | NL" and "Powered by SURF".

Type your e-mail address and click on *Send Magic Link*

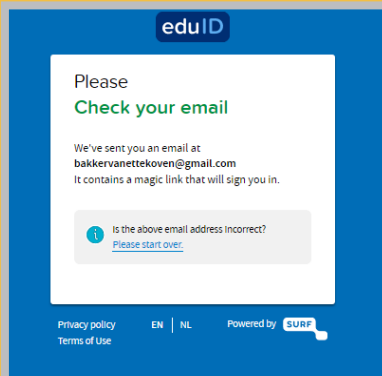
14



The screenshot shows a web form titled "Use your eduID to login to My eduID" on a blue background. It features a "Your email address" input field with a blacked-out example. Below the field is the text "No password needed. We'll send a magic link to your email address to sign in instantly." and a "Stay logged in" checkbox. A blue "Send magic link" button is prominently displayed. Below the button, there is a link "Type a password anyway if you have set one." and a section "Don't have an eduID yet?" with links for "Request an eduID" and "What is eduID?". The footer includes "Privacy policy Terms of use", "EN | NL", and "Powered by SURF".

Check your e-mail

15



The screenshot shows a confirmation page titled "Please Check your email" on a blue background. The main text reads: "We've sent you an email at bakkervanettekoven@gmail.com. It contains a magic link that will sign you in." Below this is a grey box with an information icon and the text "Is the above email address incorrect? Please start over:". The footer includes "Privacy policy Terms of use", "EN | NL", and "Powered by SURF".

Make sure you
open the link in
the same
browser as your
e-mail!

Click on *the Magic Link*

16

Magic link

Click the button below to sign in with your eduID

This link will expire in 10 minutes and can only be used once.

[Sign in to OCLC, Online Computer Library Center \[Shib\] | OCLC](#)

Do you have a question?
Please contact Ask Your Library

Phone: +31 (0)15 27 85678

Email: Library@tudelft.nl

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