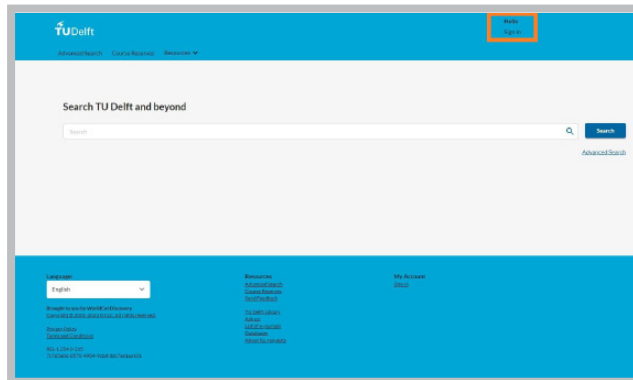


# Manual for creating an eduID

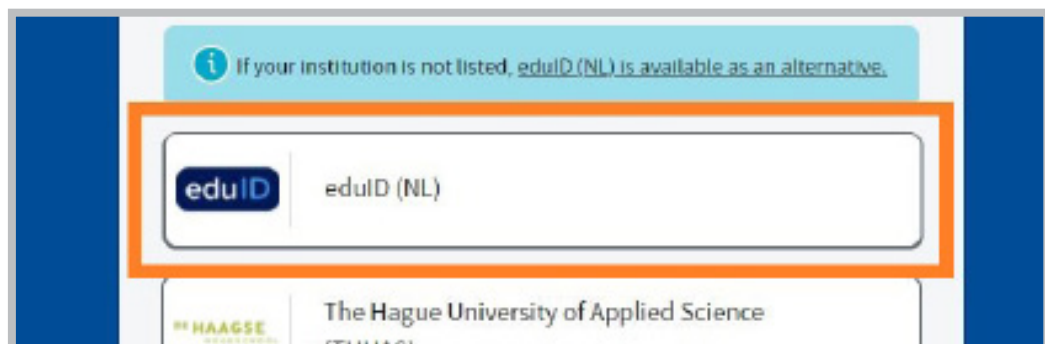
Go to our [catalogue](#) and click on *Sign In*

1



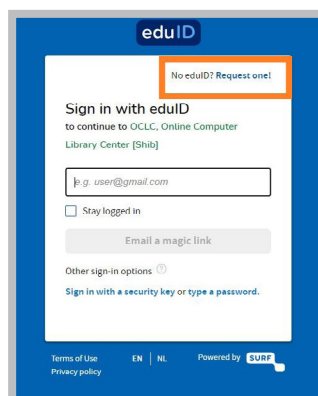
Choose *eduID*

2



Click on *No eduID? Request one!*

3



4

## Fill in the form

The screenshot shows the 'Request your eduID' form. At the top, it says 'eduID' and 'Already have an eduID? Login!'. Below that, it says 'Request your eduID' and 'to continue to OCLC, Online Computer Library Center (Shib)'. The form has three input fields: 'Your email address' (with example 'e.g. user@gmail.com'), 'First name' (with example 'e.g. Tim'), and 'Last name' (with example 'e.g. Barnors-Loo'). There 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 'Terms of Use' and 'Privacy policy', and a 'Powered by SURF' logo.

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 an email verification page. It says 'Please Check your email' and 'We've sent you an email at myemail@gmail.com. It contains a magic link that will sign you in.' There is a button that says 'Is the above email address incorrect? Please start over.' At the bottom, there are links for 'Privacy policy' and 'Terms of Use', and a 'Powered by SURF' logo.

## Open your e-mail in the same browser!

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

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

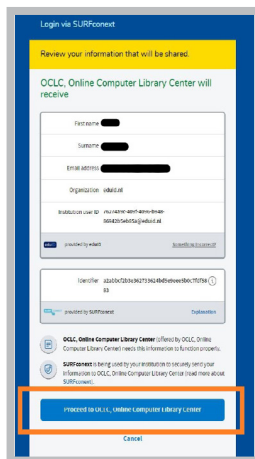
Your account has now been created. Click on *OCLC, Online Computer Library Center* to get access to OCLC.

7



Click on *Yes, Proceed to OCLC*

8



**IMPORTANT**, you'll need to log in to share some of your personal details with OCLC. You will have to agree to continue logging in.

9

Now you've created an eduID account. We advise you to set up a password for your eduID account. It's the easiest way to log in on your library account and use our catalogue. Follow the next steps.

10

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

The screenshot shows a web form titled 'Request your eduID'. It includes fields for 'Your email address', 'First name', and 'Last name'. Below these 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 is a link for 'Already have an eduID?' and a 'Sign up' button.

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 in the eduID interface. The left sidebar has 'Security' selected. The main content area shows 'Sign-in methods' with a table:

Method	Status	Action
Send magic link to	[Redacted]	
Password	Not set	>
Stay logged in	No	

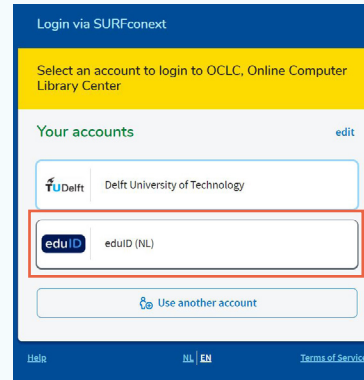
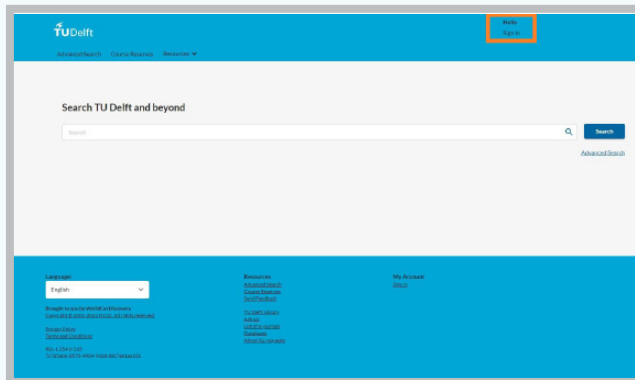
12

Type your password and confirm it

The screenshot shows the 'Set password' form. It includes a heading 'Set password' and a note: 'Make sure it's at least 15 characters OR at least 8 characters including a number and an uppercase letter.' There are two input fields: 'New password' and 'Confirm new password'. At the bottom, there are 'Cancel' and 'Set password' buttons.

13

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



Do you have a question?  
Please contact Ask Your Library

Phone: +31 (0)15 27 85678  
Email: [library@tudelft.nl](mailto:library@tudelft.nl)