



## Library Quick Tip

# LOGGING IN TO DATABASES

This tutorial will take about three minutes to complete. After viewing, you should be able to log in to any database available on the library's Web site.

# Antioch University New England

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### Please Note

The library website and all resources and services (including Horace, Interlibrary Loan, List, and databases) will be **unavailable on Monday, November 15, from approximately 4:30 p.m.** due to server maintenance. Please plan accordingly!

## Check It Out!

### Featured Resource

[Bibliography of Native North Americans](#) is a bibliographic database covering all aspects of North American culture, history, and life. BNNA contains citations for books, essays, articles, and government documents of the United States and Canada. This resource covers a wide range of topics including archaeology, multicultural relations, gaming, governance, and literacy. Dates of coverage for included content range from the sixteenth century to the present.

To hop into a couple of databases, we'll go to the Database Quicklist. You can start here or in the Research Guide for your subject when you're doing research yourself.

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## Database Quicklist

**Click on the links below for quick access to databases.**

**Click on for more information about a particular database.**

**[OhioLINK log in instructions](#)**  
[Complete list of OhioLINK databases.](#)

- [ABI/Inform Global](#) (ProQuest)
- [Academic Search Premier](#) (OhioLINK)
- [American Periodicals Series Online 1741-1900](#) (OhioLINK)
- [America's Newspapers](#) (OhioLINK)
- [Arts & Humanities Citation Index](#) [ISI Web of Science] (OhioLINK)
- [Bibliography of Native North Americans](#)
- [Biological Abstracts \(BIOSIS\)](#) (OhioLINK)
- [Business & Industry](#) (OhioLINK)
- [Business Source Complete](#) (OhioLINK)
- [Citation Indexes](#) [Science, Social Science, Arts & Humanities; Web of Science] (OhioLINK)
- [Dissertations and Theses Database](#)
- [Earth and Environmental Sciences: electronic reference books](#) (OhioLINK)
- [Ecology Abstracts](#)(subset of \*Env Sciences & Poll Mgmt database)
- [Education: electronic reference books](#) (OhioLINK)
- [Education Full Text](#)
- [Education Research Complete](#) (OhioLINK)

Notice that some databases have the word OhioLINK after them and some do not. The ANE library subscribes to databases in two ways: either directly with the vendor (those that do not have OhioLINK after them), or through a consortium of libraries called OhioLINK. Because our sister institution, Antioch College in Ohio, belongs to this consortium, we also are able to join and access the databases offered by OhioLINK.

Let's first log into a non-OhioLINK database, in other words one which the ANE Library subscribes to directly. Let's go with ABI/Inform Global.

Please enter your username (lastname [space] firstname):

Please enter password (anne followed by your Antioch ID/FirstClass ID number):

example:

Ward Catherine  
anne6543217

For the databases which ANE subscribes to directly, you'll see this screen which includes directions as to how to enter your username and password. Whether you are logging into an OhioLINK or non-OhioLINK database, you always always always enter your lastname space first name as the username, and then anne followed directly by your 7-digit FirstClass ID for the password.

Please enter your username (lastname [space] firstname ):

Please enter password (anne followed by your Antioch ID/FirstClass ID number):

example:

anne1234567

Ward Catherine  
anne6543217

Click the **Submit Query** button

Once you've entered your username and password, click on submit . . .

ProQuest

Basic Advanced Topics Publications My Research  
0 marked items

Databases selected: ABI/INFORM Global

**Basic Search** Tools: [Search Tips](#) [Browse Topics](#)

Database: Business - ABI/INFORM Global

Date range: All dates

Limit results to:  Full text documents only  Scholarly journals, including peer-reviewed [About](#)

[More Search Options](#)

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[Text-only interface](#)

ProQuest  
COMPANY

And you're in--easy peasy.

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Let's try a database that the ANE Library subscribes to through OhioLINK, in this case Academic Search Premier.

[Catalog](#)   [All Databases](#)   [Express Links](#)   [Site Search](#)   [Home](#)

## Institution Selection Form

*OhioLINK Off-Campus Authentication For Access to Services*

Please select your institution:

If you are having trouble authenticating, [Click the \*\*Submit\*\* button](#)

This service provides access to OhioLINK databases from non-campus locations. Our database licenses require that each user is a current student, staff member, or faculty member at one of the OhioLINK member institutions. Please select your institution from the pull-down menu and follow the instructions for authenticating for your institution.

In this case, we're first asked to identify our institution.

Lucky for us, we're at the top of the list. Antioch College is our sister institution in Yellow Springs, Ohio, and they provide the connection to OhioLINK. So all you need to do here is click the submit button.

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OhioLINK

## OhioLINK Authentication Form

*You are authenticating as a member of OPAL -- Antioch College.*

Please enter the following items then click on the submit button.

Enter your name: last name followed  
by first name (e.g. Smith Jane)

Enter your barcode number

Click the **Submit** button

Questions? Problems? Our list of [Frequently Asked Questions](#) may help.

Because this log in page has to be generic for the hundreds of libraries that belong to OhioLINK, there are no special instructions that apply to ANE. You'll need to remember that your username is lastname space firstname, and that where it says enter barcode you need to enter anne followed directly by your 7-digit FirstClass ID#.

## Authentication successful

The system has authenticated you for remote access. Authentication will last for two hours or until you close your browser, after which you may authenticate again for further access.

In a few seconds your browser will take you to your database , or you may [click here to go there directly](#).

Here you can wait for the new page to open or click to move on.

The screenshot displays the EBSCO Research Databases search interface. At the top left is the EBSCO HOST logo. To its right, the text "Research Databases" is visible. In the top right corner, there are links for "Sign In", "Folder", "Preferences", and a help icon. Below the logo, there are four buttons: "Basic Search", "Advanced Search", "Visual Search", and "Choose Databases". A green navigation bar contains "New Search" and several search methods: "Keyword", "Publications", "Subject Terms", "Cited References", "Indexes", and "Images". The main search area features a "Find:" input field followed by a dropdown menu labeled "Select a Field (optional)", a "Search" button, and a "Clear" button. Below this are two "and" dropdown menus, each followed by an input field and a "Select a Field (optional)" dropdown. At the bottom of the search area, there is an "in" dropdown menu set to "Academic Search Premier" with a help icon. Below the search area is a "Refine Search" section with tabs for "Refine Search", "Search History/Alerts", and "Results". Under "Refine Search", there is a "Limit your results:" section with a "Limiters | Exp" link. The filters include: "Full Text" (checkbox), "Peer Reviewed" (checkbox), "Cover Story" (checkbox), "Journal" (input field), "Published Date" (Month dropdown, Yr. input, to, Month dropdown, Yr. input), "Number Of Pages" (All dropdown, input field), and "Document Type" (All dropdown).

And once again you're in like Flynn.

If you forget this information at any time, click on the Passwords link in the left-hand menu of the library's Web site where you'll find information about logging in to all of our resources.



## Library Quick Tip

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Thanks for viewing this mini-tutorial.

Please call, e-mail, or visit us in the library if you have additional questions or need help with your research.