

How to create a personal registration and activate a subscription on *ingentaconnect*TM

In order to access your personal subscriptions online you must first complete a simple one-time registration and activation process. This takes no more than a few minutes. If you are already registered with *ingentaconnect* and want to add a new title or renewing an existing subscription, please sign in and start at SECTION B.

A. Register – we need to know who you are

Go to: <http://www.ingentaconnect.com/register/personal>

Enter your personal information in the fields provided.

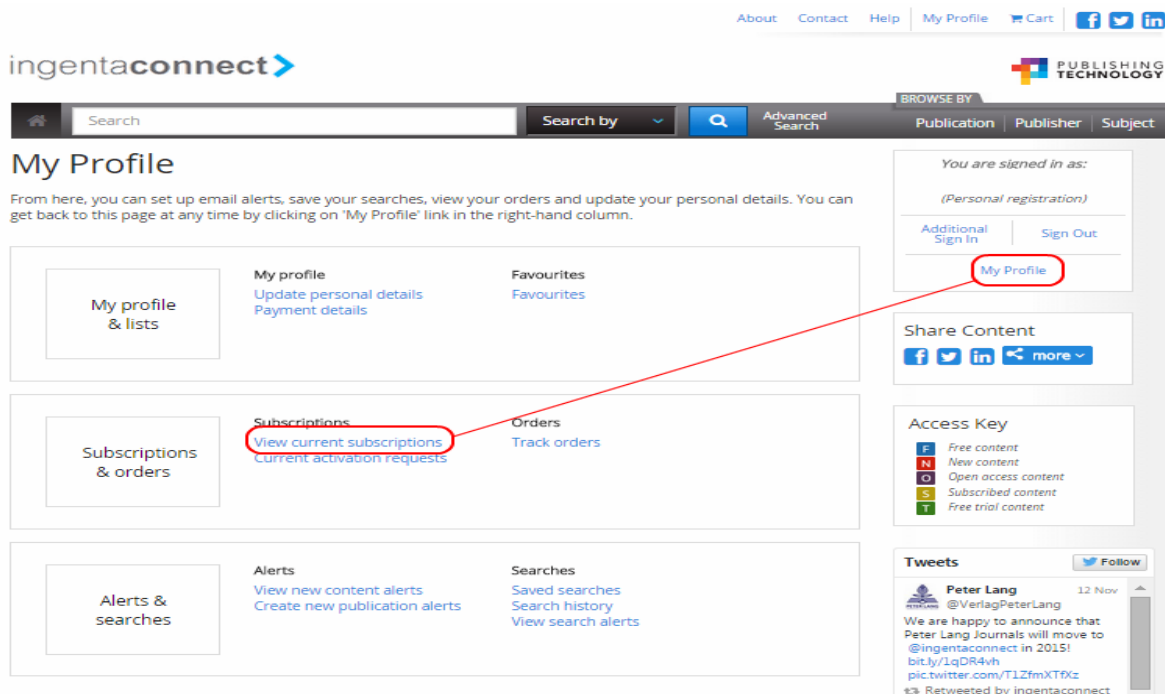
Step 1. Create a **User ID** and **Password**. **Be sure that the information that you register with matches the information you provided upon purchasing your subscription; for example, the same first and last name and the billing zip code.**

Step 2. Check the box next to **I agree to the terms and conditions**.

Step 3. Click **Register**.

B. Activate Subscription(s) – to what content are you claiming access?

Step 4. Select the **View Current Subscriptions** link found in the center of the screen or under **My Profile** in the right hand menu bar.



The screenshot shows the 'My Profile' page on the ingentaconnect website. The page is divided into several sections:

- My Profile**: A central section with a description: "From here, you can set up email alerts, save your searches, view your orders and update your personal details. You can get back to this page at any time by clicking on 'My Profile' link in the right-hand column." It contains three main areas:
 - My profile & lists**: My profile (Update personal details, Payment details), Favourites (Favourites).
 - Subscriptions & orders**: Subscriptions (View current subscriptions, Current activation requests), Orders (Track orders).
 - Alerts & searches**: Alerts (View new content alerts, Create new publication alerts), Searches (Saved searches, Search history, View search alerts).
- Right-hand menu**:
 - You are signed in as: (Personal registration), Additional Sign In, Sign Out, My Profile (circled in red).
 - Share Content: Facebook, Twitter, LinkedIn, more.
 - Access Key: Free content, New content, Open access content, Subscribed content, Free trial content.
 - Tweets: Peter Lang (@VerlagPeterLang) 12 Nov. "We are happy to announce that Peter Lang Journals will move to @ingentaconnect in 2015! bit.ly/1qDR4vh pic.twitter.com/T1ZfmXT9kz Retweeted by ingentaconnect"

Step 5. Choose the **Add** tab – search or browse to the publisher or journal title(s) to which you subscribe.

ingentaconnect >

ABOUT CONTACT HELP MY PROFILE CART f t in

PUBLISHING TECHNOLOGY

BROWSE BY Publication Publisher Subject

Home / Personal Subscriptions

Personal Subscriptions

Current **Add**

Find the publication(s) to which you subscribe:

Publication title beginning with
A B C D E F G H I J K L M N O P Q R S T U V W X Y Z

or

Containing the word(s)

GO

or

Connect Collections

Connect Collections are subsets of ingentaconnect's full journal list, usually themed by subject, and offered either by a single publisher or by a group of co-operating publishers. Each group of journals can be licensed as a collection, allowing specialist libraries to expand their holdings in specific subject areas at consortial prices. [Find out more >](#)

or

Publisher name beginning with:
A B C D E F G H I J K L M N O P Q R S T U V W X Y Z

A [^ back to top](#)

[Access Press UK in association with GSE Research](#)
[Acta Ichthyologica et Piscatoria](#)

THIS PAGE IS SECURE

You are signed in as:
; (Personal registration)

[Additional Sign In](#) | [Sign Out](#)

[My Profile](#)

Share Content
[f](#) [t](#) [in](#) [more](#)

Access Key

- F Free content
- N New content
- O Open access content
- S Subscribed content
- T Free trial content

Step 6. Check the box to the left of the title and enter your **Subscription Number*** in the box to the right. Click the **Add** button at the top or bottom of the journal list.

Home / Personal Subscriptions

Personal Subscriptions

Step 2: Check the box on the left to select a title

If a text box is displayed to the right of the title, please enter your subscription number. If no box is displayed, then no subscription number is required for this title. Please click **add** to submit the form once you have made your choices.

S indicates a subscription to this title has been activated. If you wish to claim additional access under this subscription please proceed as above.

SEARCH AGAIN

Check boxes

<input type="checkbox"/>	Environment of Care News, Joint Commission Resources, ISSN 1097-9913	<input type="text" value="Subscription #"/>
<input type="checkbox"/>	Joint Commission Journal on Quality and Patient Safety, Joint Commission Resources, ISSN 1553-7250	<input type="text"/>
<input type="checkbox"/>	Joint Commission Perspectives, Joint Commission Resources, ISSN 0277-8327	<input type="text"/>
<input type="checkbox"/>	Joint Commission: The Source, Joint Commission Resources, ISSN 1542-8672	<input type="text"/>

SEARCH AGAIN

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My Profile

Share Content

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Access Key

- F** Free content
- N** New content
- O** Open access content
- S** Subscribed content
- T** Free trial content

You will receive an on-screen confirmation that your request has been received. Once access is verified, the journal will appear under the **Current** tab.

To request access for other titles to which you subscribe simply sign in with your username and password and follow the above instructions from Step 4 onwards.

Content to which you have subscriber access is marked with **S**.

* Your subscription number is unique to you and assigned by the publisher, sometimes it may also be known as your order number, membership number or ID. If you ever need a reminder, please contact the publisher directly as only they will be able to supply this for you.