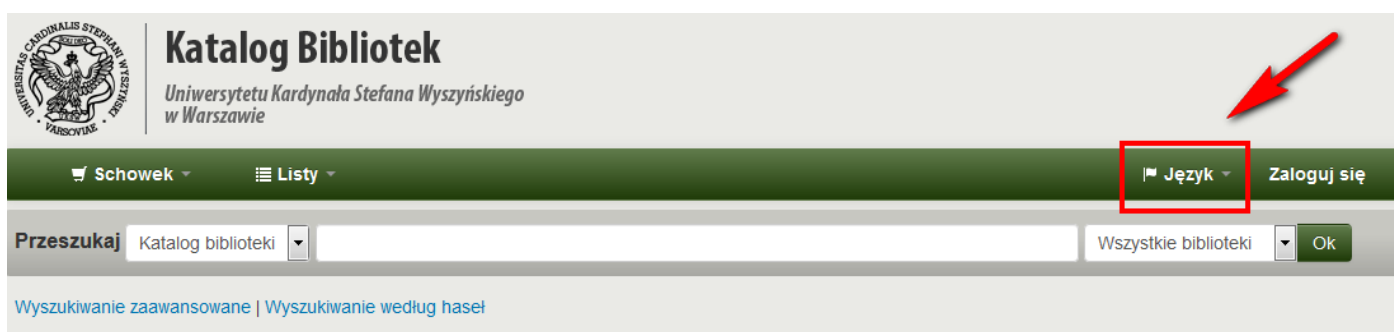


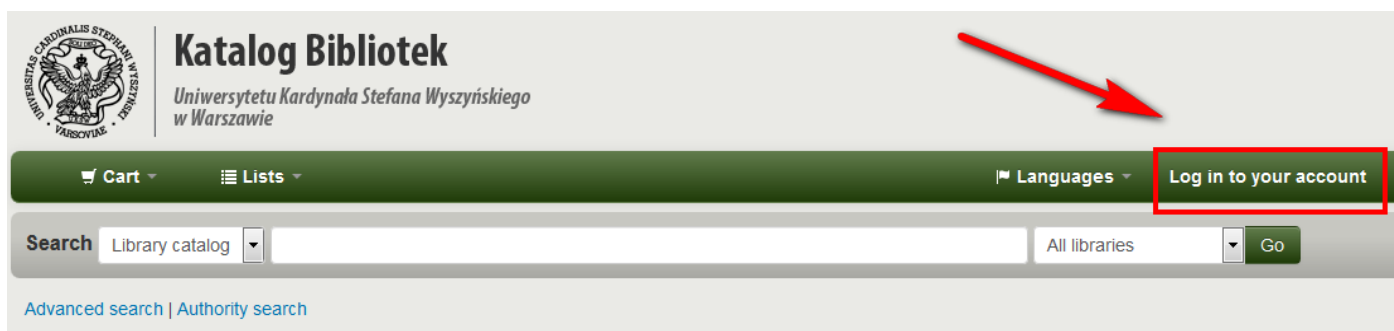
How to activate (log in to) the library account?

Accounts in the UKSW Library Information System are automatically created for all students and employees. If you want to use the Library service, just activate your account.

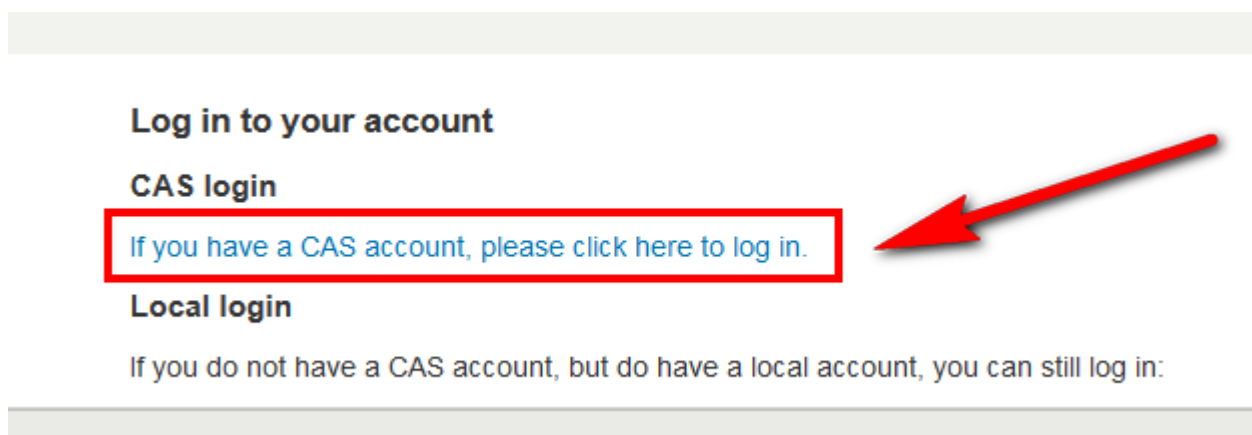
- 1) Go to UKSW Libraries online Catalogue --> katalog.biblioteka.uksw.edu.pl and change the website language to English (at the top-right, click 'Język').



- 2) Next click on the 'Log in to your account'...



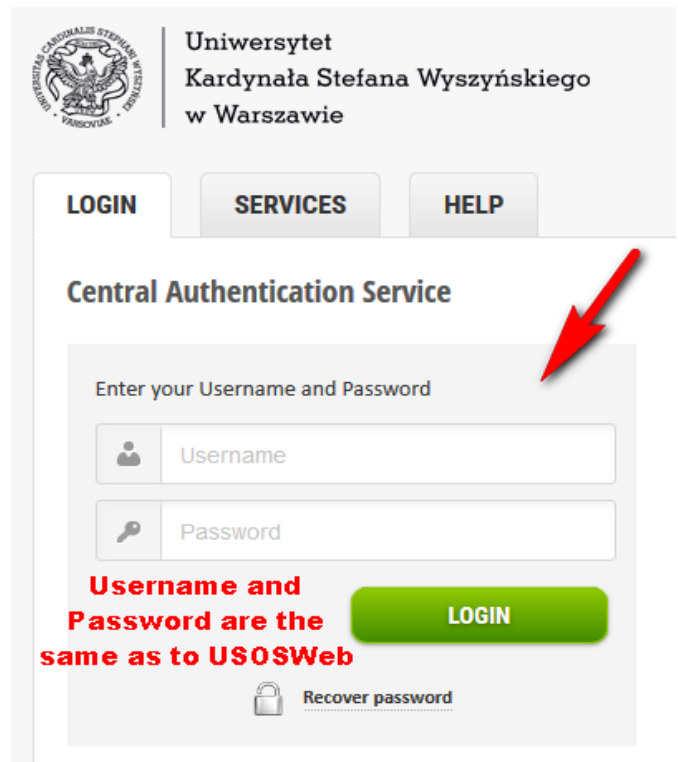
- 3) ... AND 'If you have a CAS account, please click here to log in'.



4) Then you will be redirected to **Central Authentication Service (CAS)**.

Enter your Username and Password and click 'Login' (Username and Password are the same as to the USOSWeb).

Your Username can take different forms depending on your university status (student, employee or other).

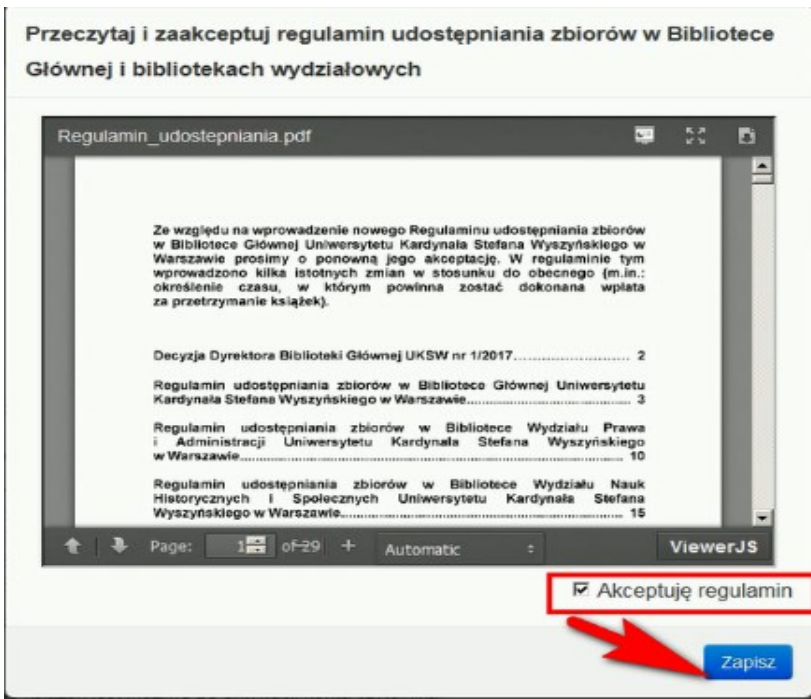


Username:

User group	Login	Example
students	album number	(e.g. 12345)
doctoral students	“D-” AND album number	(e.g. D-12345)
postgraduate studies	“P-” AND album number	(e.g. P-12345)
MOST, Socrates programs	“S-” AND album number	(e.g. S-12345)
other courses	“KRS-” AND album number	(e.g. KRS-12345)
employees	first part of e-mail address (with some exceptions)	j.smith OR jane.smith

Password = your password to your domain

If you have forgotten your password, you can recover it. Read for more details → <https://login.uksw.edu.pl/password-reset/index.pl?lang=en>



5) To finish activating your account, please **read and accept the 'Library Rules and Regulations'** (currently only in Polish), which will appear in an additional window.

6) **You have activated your account** in the Library Information System :-)

Please remember to **verify your personal data** (tab "Your personal details") - **particularly an email address** to assure that notifications about your library account or subscriptions will be received.

7) To verify your email address you should go to tab **'your personal details'**, scroll down to **'Primary email'...**

Law and Administration

Humanities

History and Social Sciences

Education

Electronic resources

- your summary
- your fines
- your personal details
- your search history
- your reading history
- your purchase suggestions
- your lists

Identity

Library card number:

Expiration date:

Category:

Salutation:

Surname:

First name:

Date of birth:

Contact information

Primary phone:

Secondary phone:

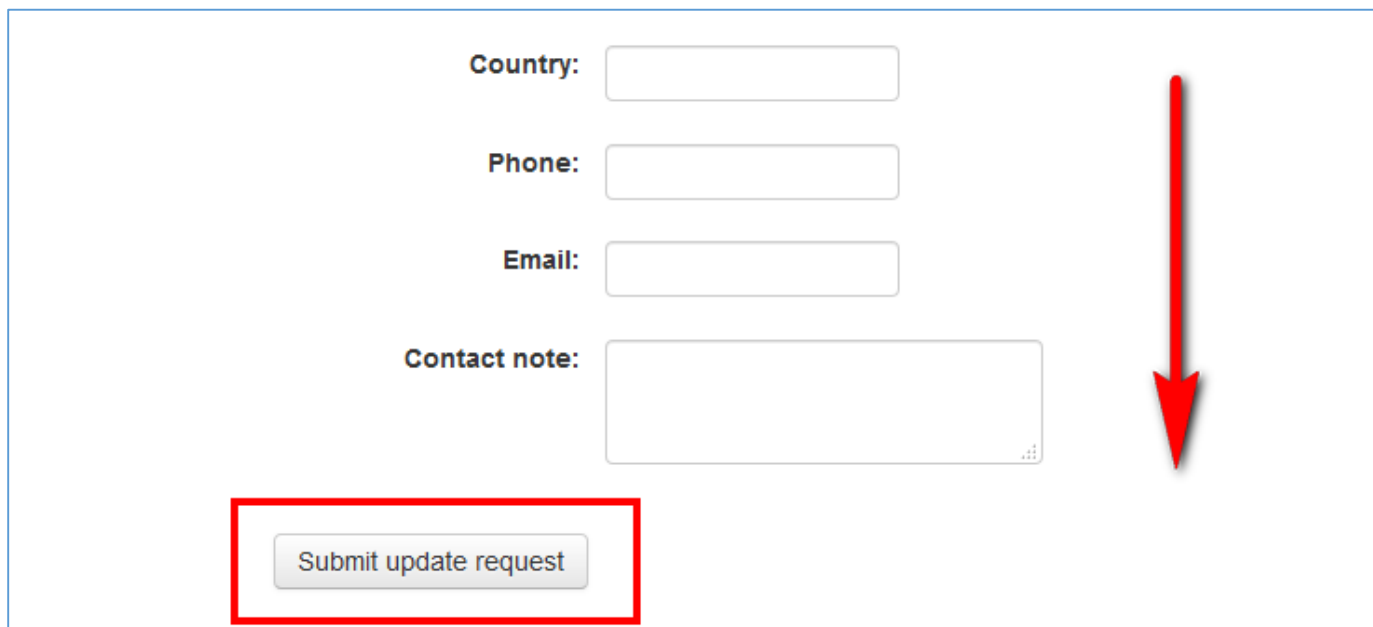
Other phone:

Primary email: Required

Secondary email:

Fax:

... AND click “**Submit update request**” (at the down of the page).



Country:

Phone:

Email:

Contact note:

Submit update request

If you have any problems, please contact with us - Scientific Information and Knowledge Transfer Department (Dewajtis Campus, New Building, room 304) or write - informatorium@uksw.edu.pl.

Ed. Scientific Information and Knowledge
Transfer Department UKSW Main Library
Created: 08.01.2019

