

## How to Access Weis Library's Online Information Resources

- You must be a student or employee of Washington Adventist University and have a username and password to access the library's online information resources, such as [WorldCat Discovery](#), [Journal Finder](#), and [Online Databases](#).
- The username and password that you need for the library are different from the ones you use to access your Windows and Gmail accounts.
- For library purposes, your username is the 12-digit barcode number on the back of your WAU identification card, and you cannot change or customize your username. However, you must create a password to use with your username.

**There are two ways you can create a password to use with your username:**

### #1 DO IT YOURSELF

**Go to the library's online databases page and send yourself an email that will enable you to create a password to use with your username.**

- 1 Go to the library's Online Databases page: <https://www.wau.edu/academics/library/online-databases/>
- 2 Click on the name of the first online database listed on the left (i.e. ABI/Inform Global).
- 3 When you are prompted to enter your username and password, click on the button that says "Set/Reset Password."
- 4 Enter your 12-digit barcode number and then press the "Request New Password" button.
- 5 The library will send an email to your WAU email account that will enable you to create a password.

After completing these steps, you can immediately start using your username and password to access the library's online information resources.

### #2 LET US HELP YOU

**Call the library and we will send you an email that will enable you to create a password to use with your username.**

- 1 Call the library's Information Desk at 301-891-4217 during regular business hours.
- 2 Provide the Information Desk with your full name and 12-digit barcode number.
- 3 The library will send an email to your WAU email account that will enable you to create a password.

After completing these steps, you can immediately start using your username and password to access the library's online information resources.