

## Instructions for Accessing Library Research Databases from Home

1. Open your browser, type in **auth.ohiolink.edu** in the address box, and hit **Enter**.
2. On the next screen, which is labeled *Institution Selection Form*, choose **Marietta College** from the drop-down box and click on **Submit**.
3. On the next screen, which is labeled *OhioLINK Authentication Form*, enter your **name** (last name first), followed by the **barcode number** on the back of your Marietta College ID. After you enter your name and barcode number in the boxes provided, click on **Submit**.
4. If you perform instructions in Step 3 correctly, you will see a screen labeled *Authentication Successful*. After this screen appears, wait a few seconds and the screen labeled *OhioLINK Databases* will appear.
5. When you get to the *OhioLINK Databases* screen, click on **Listed by Name**. (You can certainly choose one of the other options if you wish.)
6. When the next screen appears, choose the database you want to access from the list.
7. When you find the listing for your database (for example, *Lexis-Nexis Academic*). Click on the link labeled **Off-Campus URL**. If an off-campus URL is not provided for a database, that is OK. Just click on the link provided. Once you have clicked on a link, the database you have chosen to access should appear.

***Important Note: If you are in your dorm room and cannot get into a database in the usual manner, please use the above instructions.***

***If you have any problems, please contact Peter Thayer (740-376-4361) or the Legacy Library main number (740-376-4757).***