

## Accessing Library Resources from off Campus

1. Library resources are available from the Library webpage. The URL is <http://library.downstate.edu>
2. In order to access electronic resources from offsite, you must have a current, valid SUNY Downstate Identification Card.
3. If you are accessing the resources from outside the campus network (i.e. from home or any other non-networked computer) you will be asked for a user name and password.

To access Library resources, enter a user name and password. Your user name is your name as it appears on your ID Card, including initials and punctuation. Your password is the 16-digit number in lower left hand corner of your ID Card. Do not include the spaces between the numbers. Cookies must be enabled to access Library resources remotely.

Please enter your username:

Please enter your password:

### **Username:**

The Username is your first name (space) last name, as in *John Doe*. If you have a middle initial or middle name, it *may or may not* be used. Try it both ways. Degrees such as MD are not included. Names may be case sensitive, requiring that the first letter be capitalized. You can also try typing in your name in all lower case or last name first if you are not able to gain access.

### **Password:**

The password is the 16-digit number that appears below your name on your SUNY Downstate Identification card. Enter it with no spaces.

If you are not successful, please contact Library Reference Services at ext. 7405 or Access Services at ext. 7401 for further assistance. Please note there may have been a delay in entering your information in the Proxy Server and either desk should be able help to you.

4. Some full text journals require their own passwords. If you see "password required" after a title in the Serials list, please ask the Access or Reference Services staff, in person, how to access these resources. Please Note: Passwords are not given out on the telephone or via e-mail.
5. Medline should be accessed via PubMed located in the "Information Resources" link on the library webpage. You will also find CINAHL, PsychInfo and Ebscohost as well as many other databases to which the library offers access.