

ATHENS Registration for Health & Personal Social Services staff

What is ATHENS?

ATHENS is an authentication system which uses usernames and passwords to control access to electronic resources. It verifies that someone trying to logon to a service is eligible to do so. **Please note:** ATHENS is neither a database, such as Medline, nor a data provider, such as OVID.

Why do I need an ATHENS username and password?

Most electronic resources require an ATHENS username and password before permitting you to logon.

Some resources either don't require passwords or are not ATHENS authenticated. Details about all the databases available to Health & Personal Social Services staff are available online at: <http://www.honni.qub.ac.uk/ElectronicResources/Databases>.

Who can use ATHENS authenticated services?

The University is licensed to provide ATHENS usernames and passwords to Health & Personal Social Service staff. **The use of Athens authenticated resources is covered by the CHEST Code of Conduct for the use of software or datasets (<http://www.chest.ac.uk/conduct.html>).**

How do I get an ATHENS username and password?

You must be a registered member of Queen's Medical Library in order to be supplied with an initial ATHENS username and password. You will need your membership card and will have to complete a copyright form.

Can I access ATHENS services from home?

Yes, when you obtain an initial ATHENS username and password from the Medical Library, you can use them from a PC either on a HPSS site or on the QUB campus to create a personal ATHENS account by following the self-registration instructions overleaf. Your Athens username & password can then be used from any location.

How do I create an ATHENS personal account?

Please note that self-registration for an ATHENS personal account must be done on a HPSS site or the QUB campus.

- Go to the ATHENS Web site at <http://www.athens.ac.uk/>
- Click on **Self-registration**
- Enter the supplied ATHENS username and password

You will then be presented with a form to complete. Please note the following:

- All boxes in **Part 1** must be completed
- The first part of the username (prefix) appears outside the box and cannot be changed
- Enter your own choice of letters/numbers in the **Username** box. 20 characters is the maximum you can choose (including the prefix and with no spaces); 6 characters is the minimum (including the prefix with no spaces).
- Enter your own choice of letters and numbers in the **Password** box. The password must be between 6 and 20 characters and must contain at least one letter and one number.
- Repeat your password in the **Confirm Password** box. Fill in the remaining boxes. Click the **Submit details** button *once*. If you have made an error or wish to change some of your details, click on the **Clear** button which will give you a new blank form.

When you have successfully created a personal username and password, a screen confirming the details of the new account will appear after a few moments. If you have made any errors you will be asked to go back and correct them.

Your personal ATHENS username and password can be used to access databases from any location.

What do I do if I've forgotten my ATHENS username and password?

If you have forgotten your ATHENS username and password, contact ATHENS support via email: med.info@qub.ac.uk.

How do I change my ATHENS password?

To change your ATHENS password, take the following steps:

- Connect to <http://www.athens.ac.uk>
- Click on the words **Personal account** to the left of the screen

- Enter your personal username and password in the text entry boxes, then click on **Login**
- Click on **password** in the **Account information** section to the right of the screen

Where can I get additional help?

For further help and advice, please contact the Information Desk in the Medical Library (Tel: 028 9063 2500) or email med.info@qub.ac.uk.