

Registering for an Athens Account

To obtain an Athens account, please follow the instructions below on a **College PC**.

From the College website, click **Library** in the top blue bar. From this page select **Catalogue**.



Click on **My Athens Account**, circled right.



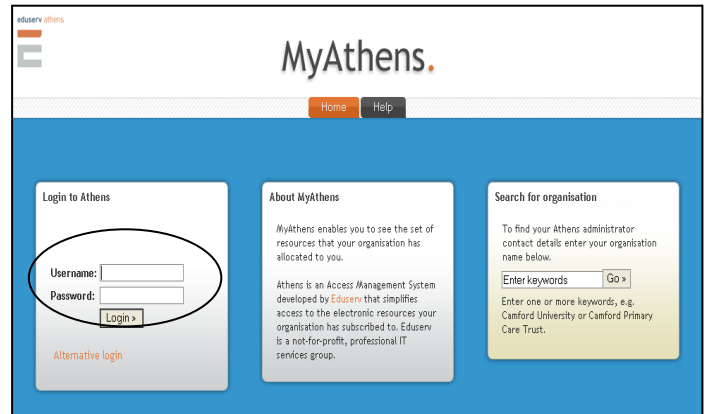
If the security alert icon appears, click **OK**. The page shown below should now open.

In the **username** box enter:

Melrose Students **ddc-mc**
Kingsway Students **ddc-kc**
Graham Street Students **ddc-gsc**
Gardyne Students **ddc-gc**
Constitution Students **ddc-cc**

In the **password** box enter: **resources1**

Click once on the **Login** button.



The page shown right now opens.

Please complete the **Mandatory Information** and click once on **Submit** at the bottom of the page to register.

Your password must be between **six and twenty** characters and **must** contain at **least one number**.

If you select a username that is already in use, it will ask you to complete the fields again.

If your registration is successful, the page shown below right will open.

Part 1. Mandatory information

Username: ddc-mc

Note: Please enter your choice of letters/numbers in the box (you can also use . - and _) to complete your username. The username must be between 6 and 20 characters long (including the prefix shown outside the box) and must not contain spaces, e.g. xxx [123]. The prefix will be added to your account automatically when it is created. Usernames are case insensitive.

Password:

Confirm password:

Note: The password must be between 6 and 20 characters long and is case sensitive. It must contain at least one letter and one character which is not a letter (i.e. 0 1 2 3 4 5 6 7 8 9 or ! @ # \$ % ^ & * () _ + | } { ~ \ " : ? > < , . / ; ' [] - =). You must enter your password twice.

IMPORTANT: Please make a mental note of your password now

Forename(s):

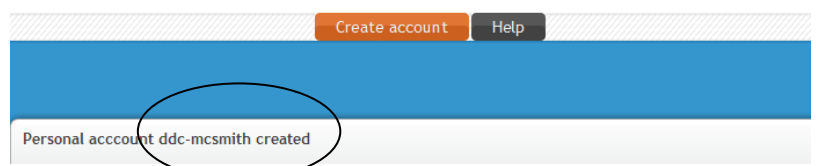
Surname:

Email address:

Your Athens login is shown as circled right: **ddc-mcsmith**

Your password is what you typed in from the previous page.

An email confirming these details will also be sent to your registered email address.



If you forget your username or password, or need any further help please contact Sam Stirling: **s.stirling@dundeecollege.ac.uk** or on **01382 834850** (ext. 4850).