

Access to electronic online resources

– University of Melbourne staff and students

- Access to University of Melbourne subscribed online resources is regulated by licence agreements.
- Access is through the SuperSearch interface
<http://search.lib.unimelb.edu.au>

Staff	How to create your username/password
University of Melbourne permanent staff	Visit http://accounts.unimelb.edu.au , click Staff, view your (email) username and create your own password
University of Melbourne Honorary academic staff	Request Faculty authorisation with HR4 form - http://www.hr.unimelb.edu.au/forms Then create account at accounts.unimelb.edu.au
Research assistants of Honorary academic staff	Request Faculty authorisation with HR4 form - http://www.hr.unimelb.edu.au/forms Apply as a University Visitor (non-academic) Then create account at accounts.unimelb.edu.au
University of Melbourne casual staff	Visit http://accounts.unimelb.edu.au , click Staff, view your (email) username and create your own password
College/Hospital librarians teaching University of Melbourne students/staff	Request authorisation from Information Services by completing HR4 http://www.hr.unimelb.edu.au/forms Then create account at accounts.unimelb.edu.au Submit to any library service point
<p>Please note: Short term appointments of the above (less than 6 weeks) can use the short term application form attached to expedite the process. Please note that short term accounts cannot be extended.</p>	
Students	How to create your username/password
University of Melbourne current students	Visit http://accounts.unimelb.edu.au , click Student, view your (email) username and create your own password
University of Melbourne students on leave of absence	Complete short term application form overleaf and submit to any University of Melbourne Library service point. Accounts will be available within 2 working days.
University of Melbourne students without a student card	

Short Term Library Electronic Access Application Form:

Name:

Staff or Student ID number and Course if applicable:.....

Address:

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Phone (BH): Phone (AH):.....

Email:.....

I have requested access privileges to electronic subscriptions at the University of Melbourne for the purposes of teaching, learning or research with the Department below and agree to only use these resources for those purposes for which they are intended and not to use them for any purpose not permitted under any agreement or licensing arrangement entered into by the University of Melbourne. All related University regulations such as the use of computer facilities and the Internet also apply and any breaches may result in disciplinary and/or legal action.

Signature:.....

Declaration

In consideration of the University of Melbourne establishing access privileges to electronic subscriptions of library resources to the above named individual, the following Faculty/ Department/School confirms that the individual is a current staff or student of the University of Melbourne, or is otherwise contributing to the teaching, learning or research of the University of Melbourne. Access privileges are to be for a period of:

- 6 weeks (short term University Honorary staff)
- 3 months or 6 months (Students without student card)

Dean/Head of Department/Vice Principal :

Name:.....

Signature: Date:

For processing fax to (Library Authentication : 8344 0197)