



# Log in to figshare

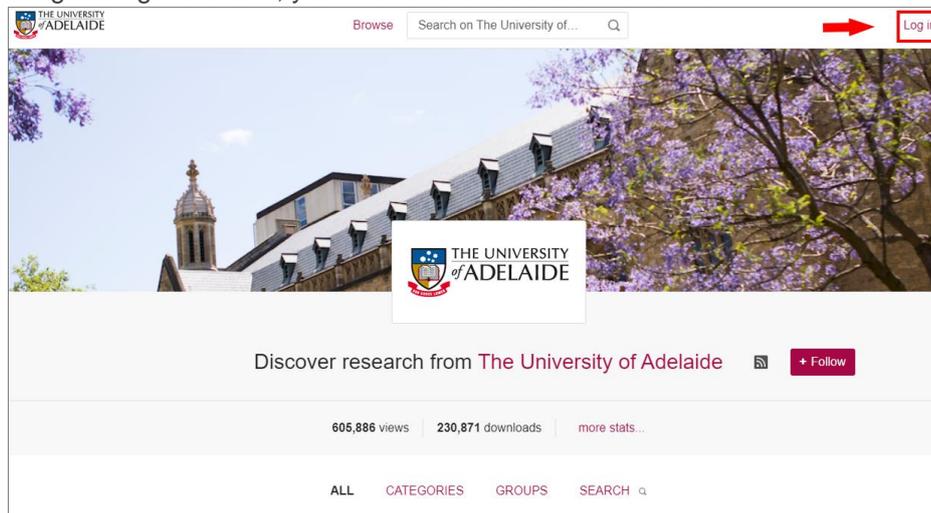
## Introduction

The first time you log in to figshare, you will need to choose the University of Adelaide as your institution.

## Procedure

1. Go to: <https://adelaide.figshare.com/>.

**Note:** if you try to login to figshare.com, your institutional address will not work.



2. Click on the red **Log in** link. This will take you to the **Login to figshare** page for institutions.
3. Click on the page's search bar and start typing "Adelaide". Select **University of Adelaide** when it appears in the search results.

adelaide

University of Adelaide

Continue to your organisation

Remember my organisation



4. Tick ***Remember my organisation*** to prevent you from having to search for the University of Adelaide next time you log in.



5. Click the blue **Continue to your organisation** bar.



6. Enter your university username (axxxxxx) and associated password and click **Sign in**.

The University of Adelaide logo and name are at the top. Below is a 'Sign In' section with a 'Username (e.g. a1234567)' field, a 'Password' field with an eye icon, and a 'Keep me signed in' checkbox. A blue 'SIGN IN' button is at the bottom. Below the button are links for 'Forgot password?', 'About your account', and 'Activate your account'.

7. The first time you login you will be asked to accept that your university information will be provided to the figshare service as stated. Select one of the consent options and select **Approve**.

The University of Adelaide logo and name are at the top. Below is a consent form for the 'figshare' service. It includes a table of information to be provided to the service and a section for consent options.

Information to be Provided to Service:	
Common name	member
Affiliation	staff
Principal name	@adelaide.edu.au
Scoped affiliation	member@adelaide.edu.au staff@adelaide.edu.au
E-mail	@adelaide.edu.au
User ID	

Do you agree to release this information to the service every time you access it?

Ask me again at next login

Ask me again if information to be provided to this service changes

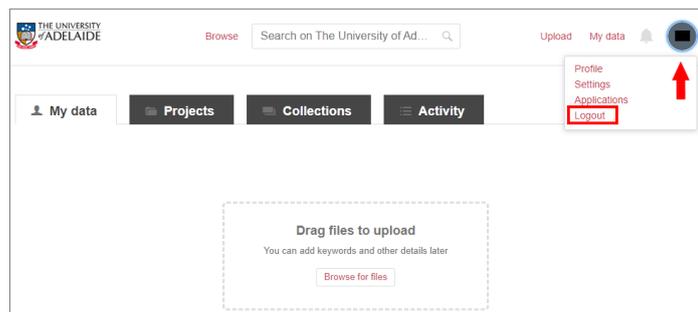
Do not ask me again

Approve

Reject



8. To logout, click on your initials on the upper-right section on the top bar and click on **Logout**



## Contact Us

For further support or questions, please contact ITDS on +61 8 8313 3000 or <https://uniadelaide.service-now.com/myit>