

Setting Up Your New DOCLINE ACCOUNT

STEP 1: Create or choose Google account

Google accounts are necessary to access the new DOCLINE. You can create your Google account using your work email. You don't have to use a Gmail address.

To Create your Google Account:

1. Go to — <https://accounts.google.com/signup>
2. Enter your first and last name
3. Select "Use my current email address instead" under "Choose your username" (unless you are going to use Gmail) then enter the email address you wish to use for DOCLINE login.
4. Supply a secure memorable password.
5. Click "next step."
6. Accept Google's Privacy and Terms by clicking "I agree" on the following page.
7. Verify your account.
8. Proceed to Step 2 – Connecting your Google account to your DOCLINE library.