**STEP 2: Complete user information form in existing DOCLINE to connect your DOCLINE library to your Google account**

- Supply Google account email address from Step 1
- Complete form in advance of preview period (mid-summer)

**To Connect your Google account to your DOCLINE Library (or libraries):**

1. Go to — https://DOCLINE.gov and log in with your existing DOCLINE username.
2. Select Connect your account today! link.
3. Enter your first and last name
4. Enter Google account email address you will use for DOCLINE login.
5. If already DOCLINE-L subscriber, uncheck “Subscribe me to DOCLINE-L”
6. Click Submit.

**Note:**

- Every staff member logging in with a shared DOCLINE username should complete the form to create individual accounts for the redesigned DOCLINE.
- Users actively logging into multiple DOCLINE libraries must complete this process for each library.