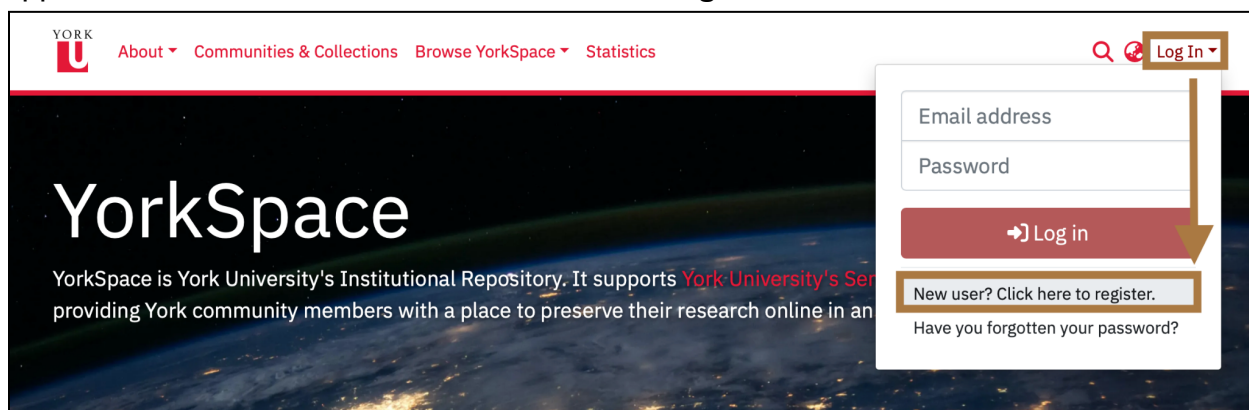


Step-by-Step: Create a YorkSpace Submitter Account

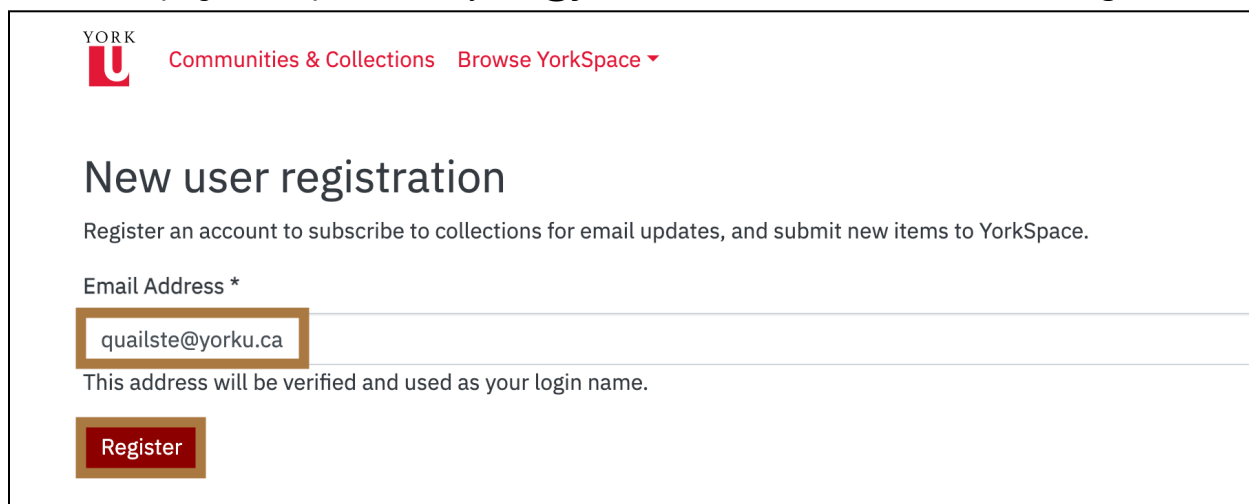
STEP 1

Click the **Log In** link in the top right-hand corner of the YorkSpace website. A form will appear. Click on the **New user? Click here to register** link.

A screenshot of the YorkSpace website. The header includes the York University logo and navigation links: About, Communities & Collections, Browse YorkSpace, and Statistics. A search icon and a 'Log In' dropdown menu are in the top right. The main content area features the 'YorkSpace' logo and a description: 'YorkSpace is York University's Institutional Repository. It supports York University's Ser... providing York community members with a place to preserve their research online in an...'. A login form is overlaid on the right, containing fields for 'Email address' and 'Password', a 'Log in' button, and a link for 'New user? Click here to register.' which is highlighted with a box and an arrow. Below the link is a 'Have you forgotten your password?' link.

STEP 2

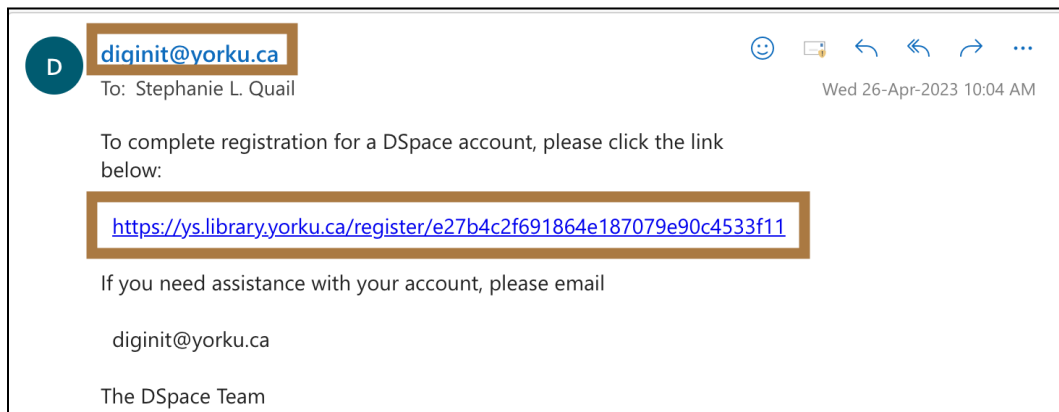
A new webpage will open. Enter your **@yorku.ca** email address and click **Register**.

A screenshot of the 'New user registration' page. The header includes the York University logo and navigation links: Communities & Collections and Browse YorkSpace. The main content area is titled 'New user registration' and includes a description: 'Register an account to subscribe to collections for email updates, and submit new items to YorkSpace.' Below this is a form with a label 'Email Address *' and a text input field containing 'quailste@yorku.ca'. A note below the field states: 'This address will be verified and used as your login name.' At the bottom of the form is a 'Register' button.

Step-by-Step: Create a YorkSpace Account

STEP 3

You will receive an email from diginit@yorku.ca that states your YorkSpace account has been created. Click the **verification link** in the email to finalize your account creation process.



STEP 4

When you click the verification link, you will be taken to YorkSpace's **End User Agreement webpage**. Read the agreement and if you agree to accept the usage terms, scroll to the bottom of the page and click the **I have read and agree to the End User Agreement checkbox**. Click the **Save button**.

Pulvinar etiam non quam lacus suspendisse faucibus. Eu mi bibendum neque egestas congue. Egestas purus viverra accumsan in nisl nisi scelerisque eu. Vulputate enim nulla aliquet porttitor lacus luctus accumsan. Eu non diam phasellus vestibulum. Semper feugiat nibh sed pulvinar. Ante in nibh mauris cursus mattis molestie a. Maecenas accumsan lacus vel facilisis volutpat. Non quam lacus suspendisse faucibus. Quis commodo odio aenean sed adipiscing. Vel elit scelerisque mauris pellentesque pulvinar pellentesque habitant morbi. Sed cras ornare arcu dui vivamus arcu felis. Tortor vitae purus faucibus ornare suspendisse sed. Morbi tincidunt ornare massa eget egestas purus viverra. Nibh cras pulvinar mattis nunc. Luctus venenatis lectus magna fringilla urna porttitor. Enim blandit volutpat maecenas volutpat blandit aliquam etiam erat. Malesuada pellentesque elit eget gravida cum sociis natoque penatibus et. Felis eget nunc lobortis mattis aliquam faucibus purus in. Vivamus arcu felis bibendum ut.

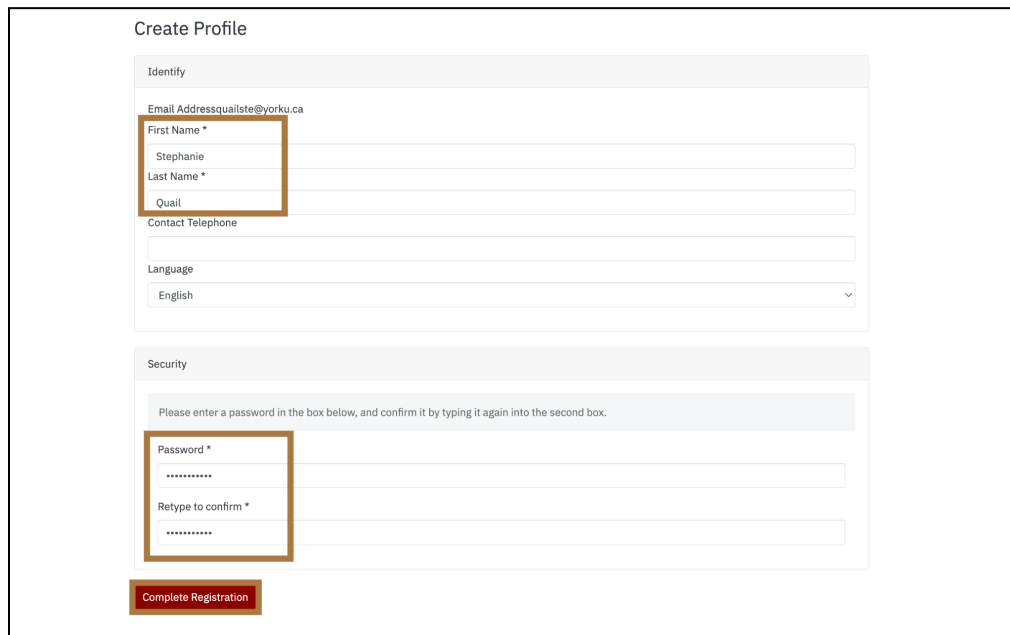
☒ I have read and I agree to the End User Agreement

Cancel Save

Step-by-Step: Create a YorkSpace Account

STEP 5

Fill out the **required fields** in the registration form (i.e. First Name, Last Name, Password). Click the **Complete Registration button**.



STEP 6

You now have a YorkSpace login. Send an email to diginit@yorku.ca and ask to be added as a submitter to specific collections in YorkSpace.

LICENCE STATEMENT



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