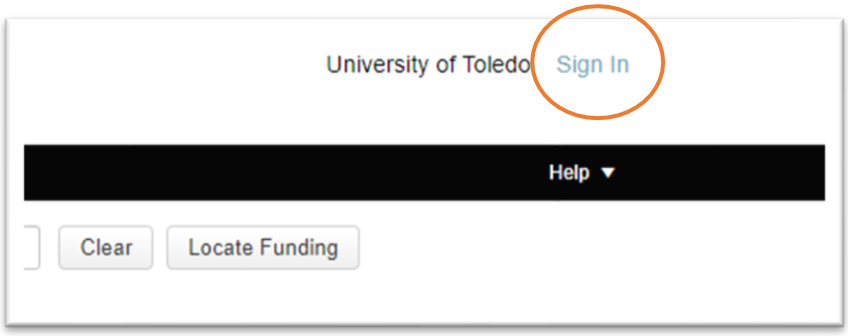
How to Create a Free UToledo SPIN Account

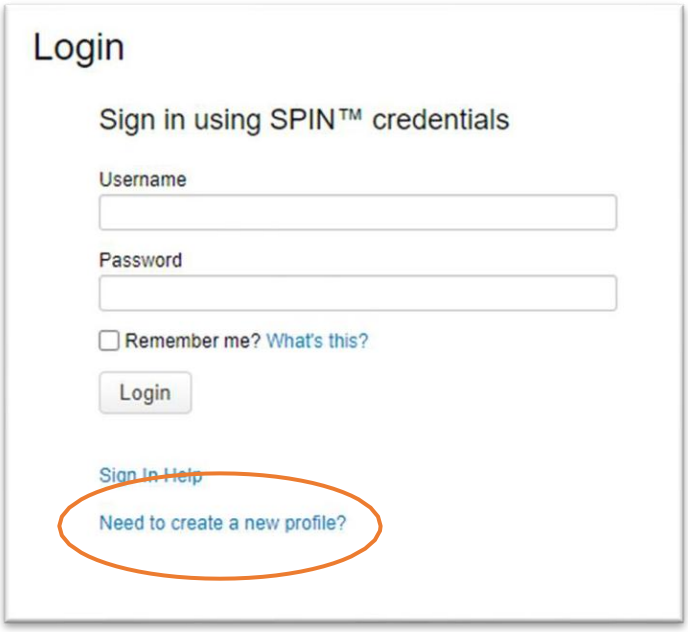
To create an account, you must be on campus (the system will match the institution and the IP domain).

Be sure you do not already have an account. If you are not sure, contact Dawn Miller or Rick Francis, to check or re-set your password, if necessary.

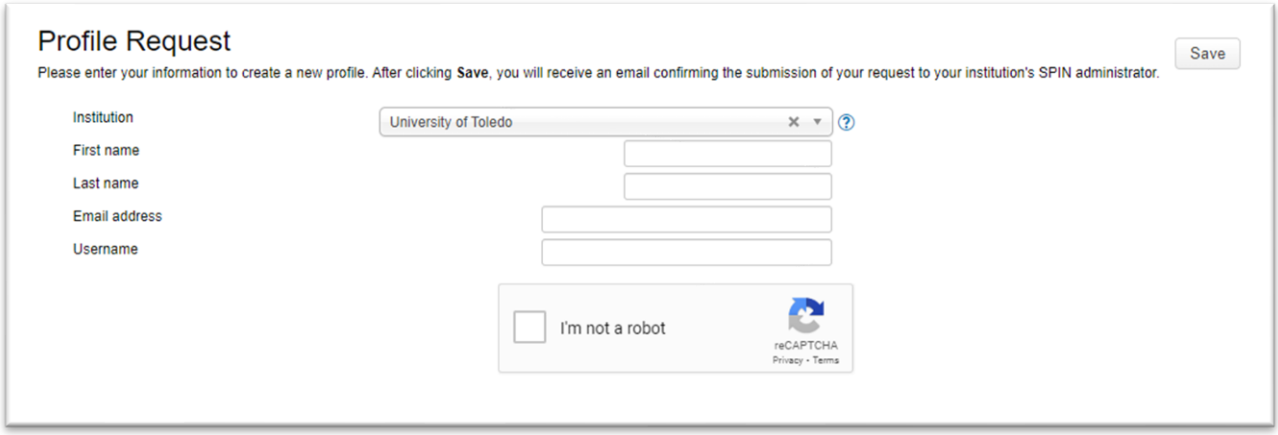
1. Go to https://spin.infoedglobal.com/
2. Click “Sign In”



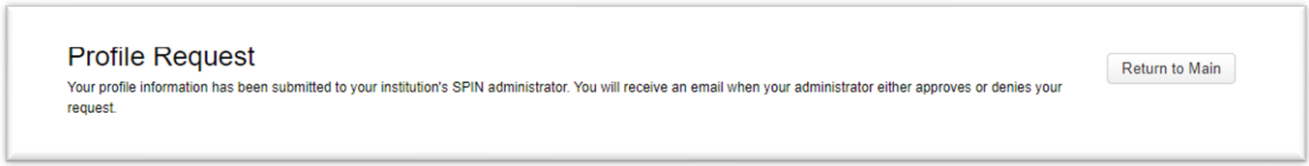
3. Click “Need to create a new profile?”

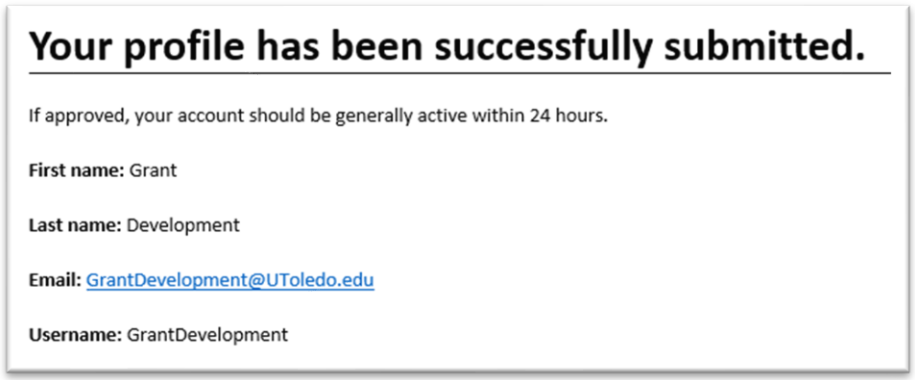


4. Complete all the fields on the Profile Request page. When entering the “Email address” field, you must use your @utoledo.edu or @rockets.utoledo.edu email address.

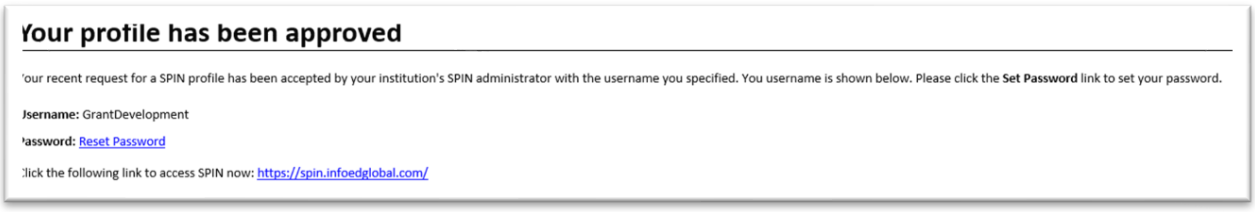


5. Once you click “Save” you will receive a submission confirmation to your email :

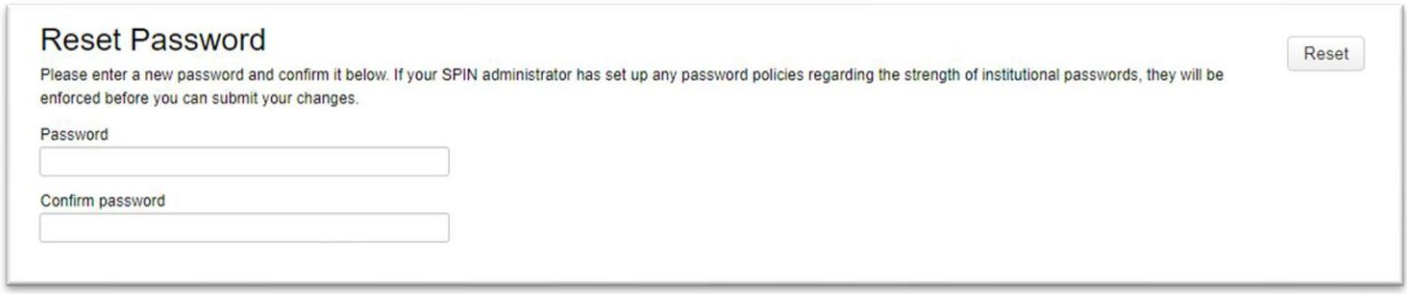




6. Once your profile has been approved, you will receive an email to reset your password. Click on “Reset Password” link:



7. Complete fields on Reset Password page, then click “Reset.”



After your profile is approved, you may use it from any location and you may change the preferred email address. If you have a SPIN profile with another institution, you will still want to create a UToledo account.

Most of the search functions are intuitive, and the rest are easily learned with the short (about one minute) training videos.

Go to “Help” dropdown menu, scroll down to “Training Videos” to find training videos.

