

# Manual for creating a WUR Library guest account (eduID)

Version 20210825

## Step 1

Go to <https://eduid.nl/?lang=en> and click on the button *Request an eduID*.

**eduID** Help Mijn eduID

## eduID: 1 account for education and research

An eduID is an account for users associated with Dutch education and research. It is yours and exists independent of an educational institution.

You can use eduID to login to several services connected to [SURFconext](#). eduID is also meant for users who do not have an account with an institution or for services where an institution-independent account is useful.

eduID is still under development. In the future, you will be able to use eduID for many more things. For example, you can use eduID after your studies, as an alumnus, or during your studies, if you wish to follow classes at several institutions simultaneously.

**Request**  
You only need an e-mail address.

[Request an eduID](#)

[Privacy Policy](#) | [Terms of Use](#) NL | EN Aangeboden door SURF

## Step 2

Enter your e-mail address, your first and last name and carefully read through the terms of use and privacy policy. If you agree to the terms of use, please check the "I Agree" box. Then, click *Request your eduID* to continue the registration process.

*(the steps continue on the next page)*

**eduID**

Already have an eduID? [Login!](#)

## Request your eduID

to continue to [My eduID](#)

Your email address

First name

Last name

I agree with the terms of service. I also understand the privacy policy.

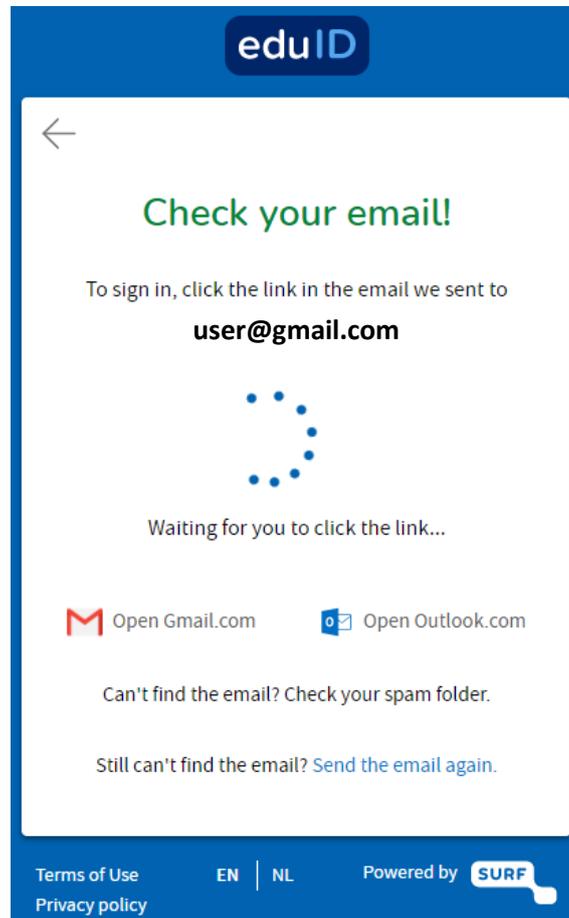
[Request your eduID](#)

[Terms of Use](#) EN | NL Powered by SURF

[Privacy policy](#)

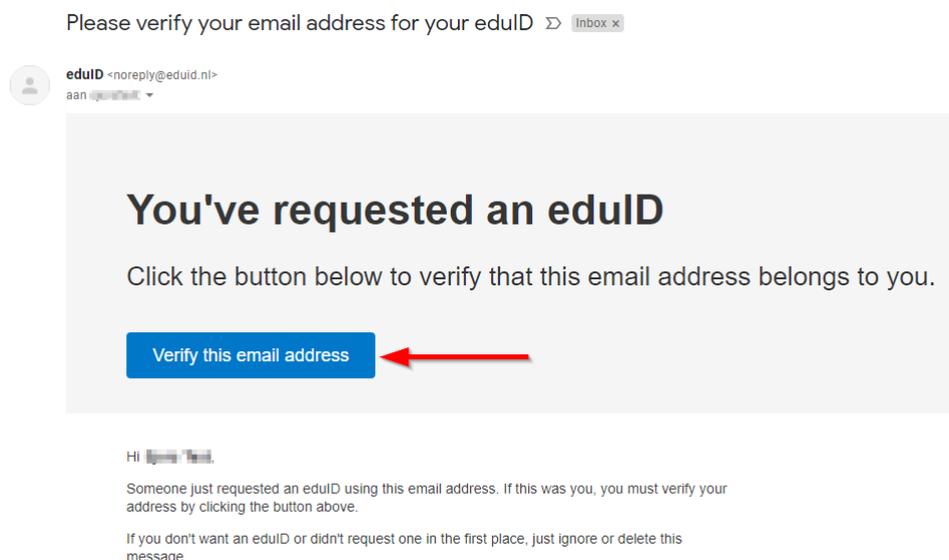
### Step 3

You will receive a verification email in your inbox shortly to verify your email address. It might end up in your spam folder, so please check it regularly if the email does not seem to arrive.



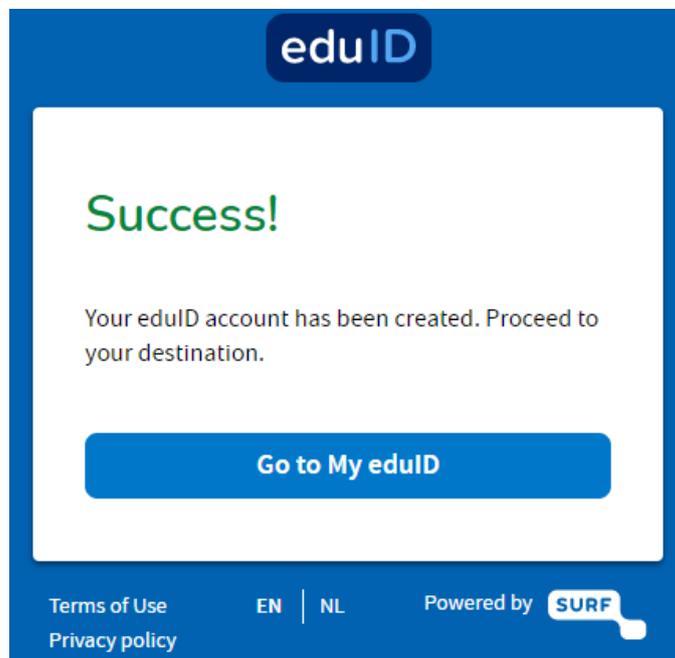
### Step 4

Click on the button *Verify this email address* in the email you received.



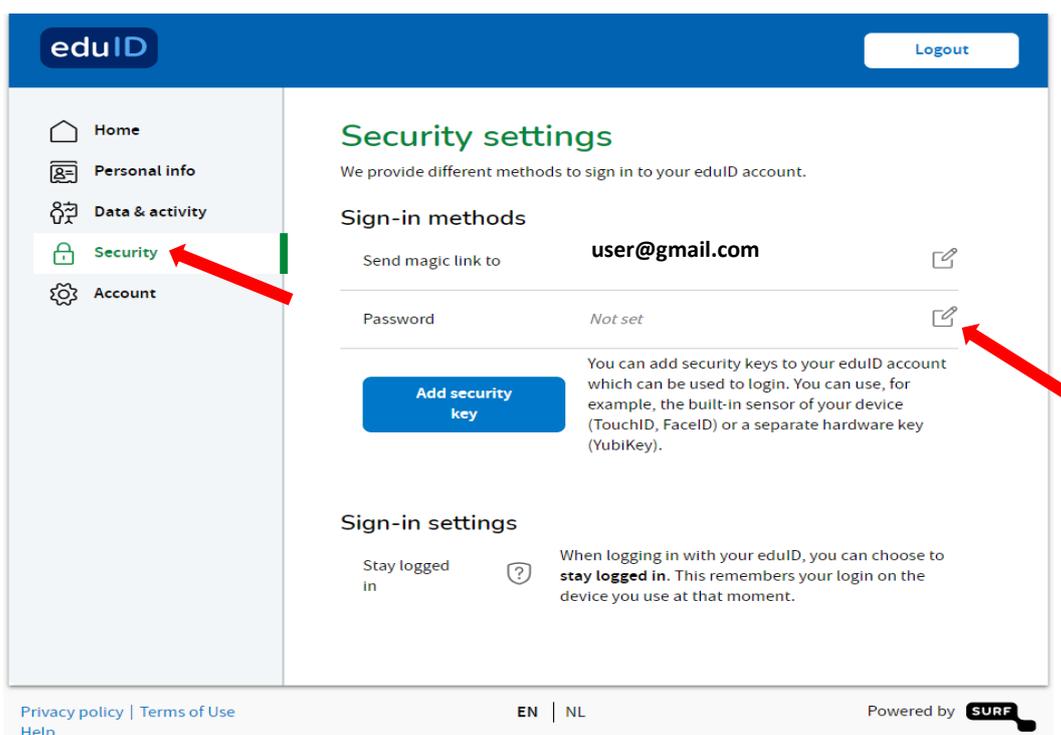
## Step 5

Your account has now been created. We advise you to set up a password for easy access. Otherwise you will always have to open your email in the same browser on the same device to log in. If you don't want to do this now, you can skip steps 6 and 7. You can always go to <https://eduid.nl/?lang=en> and follow steps 6 and 7. To continue setting a password click on the *Go to My eduID* button. You will be logged in now. This sometimes takes a few seconds.



## Step 6

Go to *Security* on the left and click in the *Not set* area or on the symbol behind *Password*



### Step 7

Type your password and confirm it. Please note that a valid password is at least 15 characters OR at least 8 characters including a number and an uppercase letter.

When you've entered two identical valid passwords, the 'Set password' button becomes blue. Click this button to continue. You have set a password now, but you can still also use the magic link option.

### < Set password

Make sure it's at least 15 characters OR at least 8 characters including a number and a uppercase letter.

New password

Confirm new password

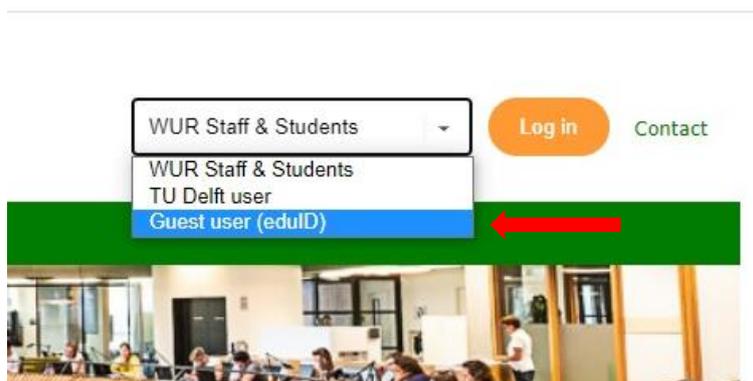
Cancel

Set password



### Step 8

Go back to <http://www.wur.eu/library>. Open the dropdown and click on *Guest user (eduID)* and click on the Log in button



## Step 9

The first time you log in, you will get a request to share some of your personal details with WUR Library. You have to agree to continue.

**Digital Library ontvangt**

Voornaam	<input type="text"/>	1
Achternaam	<input type="text"/>	2
E-mailadres	<input type="text"/>	3
Organisatie	eduid.nl	4
Gebruikers-ID	<input type="text"/>	5
Instellings gebruikers-ID	<input type="text"/> @eduid.nl	6
<a href="#">Toon minder gegevens ^</a>		

eduid | geleverd door eduid | [Foutieve informatie?](#)

**Digital Library** (aangeboden door Digital Library | WUR) heeft deze informatie nodig om te kunnen werken. 7

**SURFconext** wordt gebruikt door je instelling om informatie op een veilige manier te versturen naar Digital Library (lees meer over [SURFconext](#)). 8

[Doorgaan naar Digital Library](#) 9

[Annuleren](#)

1. First name
2. Surname
3. Email address
4. Organization
5. User ID
6. Institution user ID
7. **Digital Library** (offered by Digital Library | WUR) needs this information to function properly.
8. **SURFconext** is used by your institution to send your information to Digital Library securely (read more about [SURFconext](#)).
9. Continue to Digital Library.

## Step 10

The next time you want to log in, you will only have to do steps 8 and 10.

Type your email address. If you have access to your email on the device that you want to use to access MyLibrary, you can click the *Email a magic link* button.

Otherwise, click the *Type a password* link in this window (assuming that you've created a password when migrating to your eduid account, see step 6 and 7 on the previous page).

**Sign in with eduid**  
to continue to [Digital Library](#)

Stay logged in

[Email a magic link](#)

Other sign-in options ⓘ

[Sign in with a security key or type a password.](#) ←

If you use the password option you will proceed to MyLibrary directly. If you use the magic link, you will have to confirm access by clicking the button in the email you received. When the log in process is completed and you see a page like the screenshot below, close that tab/window and go back to the tab where you opened the WUR Library website.



Please wait.. the original page will be reloaded. If it does not, please close this window and press F5 on the original page.

## In case of questions or problems

Contact our ServiceDesk

Phone: 0317 486666

Email: [servicedesk.facilities@wur.nl](mailto:servicedesk.facilities@wur.nl)