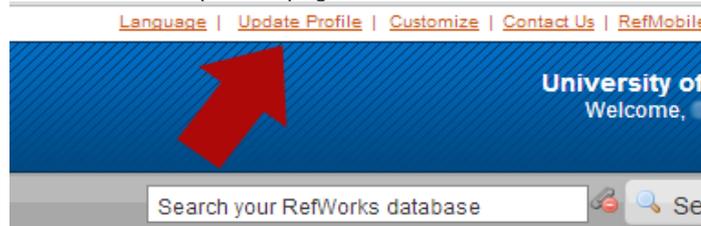
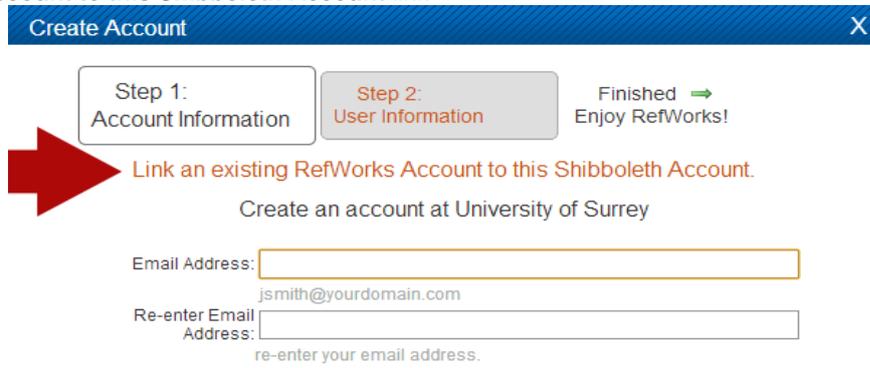


# Move your RefWorks account from Athens to Institutional Login

1. Login to RefWorks using the **Athens** link - <http://bit.ly/RefWorks-Athens>
2. Click on the **Update Profile** link at the top of the page

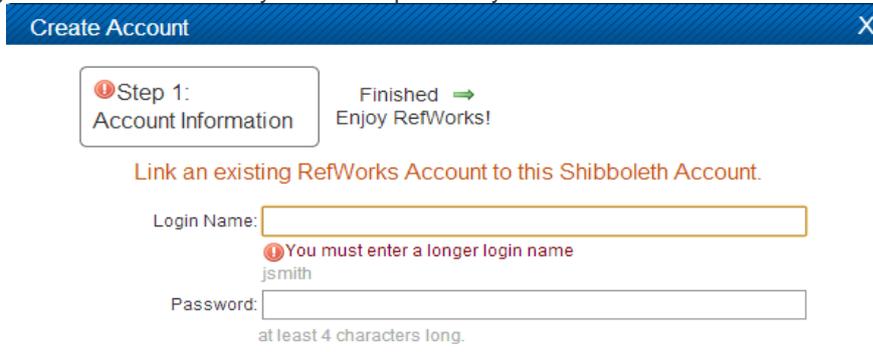


3. Change your Login Name to your email address
4. Change your Password
5. Save Profile
6. **Logout** of RefWorks using the link at the top right of the page
7. **Login** to RefWorks using **Institutional Login** – <http://bit.ly/RefWorks-IL>
8. You will be prompted to create a new account - **DO NOT DO THIS** - instead click on the **Link an existing RefWorks Account to this Shibboleth Account** link



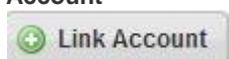
The screenshot shows the 'Create Account' dialog box. It has three steps: 'Step 1: Account Information', 'Step 2: User Information', and 'Finished: Enjoy RefWorks!'. A red arrow points to the 'Link an existing RefWorks Account to this Shibboleth Account' option. Below this, there are input fields for 'Email Address' and 'Re-enter Email Address'.

9. Enter the Login Name and Password you entered previously



The screenshot shows the 'Create Account' dialog box. It has three steps: 'Step 1: Account Information', 'Step 2: User Information', and 'Finished: Enjoy RefWorks!'. A red arrow points to the 'Link an existing RefWorks Account to this Shibboleth Account' option. Below this, there are input fields for 'Login Name' and 'Password'.

10. Click on **Link Account**



11. Your old Athens account has now been transferred to your Institutional Login.

You will now be able to access RefWorks using <http://bit.ly/RefWorks-IL> or by going directly to RefWorks and selecting University of Surrey from the My Institution's Credentials (Shibboleth) option.