Part 2: Database Passwords and Access

- Database passwords:
  - The Student Portal password
  - Kluwer Arbitration password

- Database access

- A demonstration of the LexisLibrary login procedure

- The Enquiry Service
Database Passwords: Student Portal Password

The Online Library databases are password protected. The **Student Portal username and password** is required to access the Online Library databases:

**Student Portal Password**
- Registered students receive a Student Portal username and password to access the Portal, VLE, and the Online Library databases.
- Login guides provide step-by-step instructions on how to log in. [onlinelibrary.london.ac.uk/support/guides/login-guides](http://onlinelibrary.london.ac.uk/support/guides/login-guides)
- If you have not yet received or have forgotten your student portal password, contact the student advice centre at: [https://my.london.ac.uk/](https://my.london.ac.uk/)

Database Passwords: Kluwer Arbitration

**Kluwer Arbitration password**
[onlinelibrary.london.ac.uk/resources/databases/kluwerarbitration](http://onlinelibrary.london.ac.uk/resources/databases/kluwerarbitration)

- To access the database Kluwer Arbitration you need a Kluwer Arbitration password.
- Request a Kluwer Arbitration password by completing the form at: [onlinelibrary.london.ac.uk/about/contact-us?type=kluwer](http://onlinelibrary.london.ac.uk/about/contact-us?type=kluwer)
- Or emailing the Online Library Enquiry Service at: onlinelibrary@London.ac.uk

*Please include your full name, 9-digit student number and personal email address.*
Database Access

The Online Library undergraduate laws databases are listed on the left side of the Laws (UG) Study Programme Gateway:
http://onlinelibrary.london.ac.uk/programme/laws-ug

An access link is available next to each database listed.
- Select the key symbol to log in with your Student Portal password.
- Databases with this symbol are freely available and do not require a password.

Alternatively, select the database name to go to the database Information page ....

Database page

Select a database from your database list for access links, a log in guide, quick start guide and other support materials.

This example shows the database page for LexisLibrary

1. Log in here with the Student Portal Password
2. A description of the database content.
5. Additional support materials.
1) Access your databases list from your Law (UG) Study Programme Gateway.
2. Select the key symbol to log in from the list

3. Or select the database for access links, login guides and support materials.
4. Database access Login here

LexisLibrary
Login with your student portal password here

You can log in to this database using your student portal password or your Online Library Athens account.

This database includes full-text case-law and legislation for the UK, US (Federal and State), EU and other jurisdictions. It also provides access to a large number of full-text legal journals, and local and national UK newspapers. Includes Halsbury's Laws of England.

Check your LexisLibrary knowledge by taking the LexisLibrary Research Certification.

5. Login Guides provides step-by-step login instructions
6. To log in with your Student Portal Password select University of London Online Library (Portal Login)

7. Enter your student portal username and password here.
The Enquiry Service

The Online Library Enquiry Service is staffed by professional librarians (including a law librarian), who are available to help with Online Library related questions including:

- Assistance logging into the Online Library databases.
- Assistance with searching the databases effectively to find legal information resources, e.g. cases, legislation, and journal articles.
- Assistance with constructing effective search strategies, legal research skills, and more.....

Contact the Enquiry Service

onlinelibrary.london.ac.uk/support/help/online-library-enquiry-service

The Online Library Enquiry Service is available Monday to Friday 9am - 5pm GMT.

We aim to respond to your enquiry within 72 hours.

Contact us by:

- Email: onlinelibrary@london.ac.uk
- Ask a Librarian Live Chat: onlinelibrary.london.ac.uk/support/help/online-library-enquiry-service/ask-librarian-live-chat
- Tel: +44 (0) 20 7862 8478 (Monday to Friday 9am - 5pm GMT).
- Contact us form: by selecting Contact us at the bottom of the web page.

Please provide as much information about your enquiry as possible, including your full name and student number.
Where Next?

• Take the Online Library Virtual Tour:
  onlinelibrary.london.ac.uk/support/help/virtual-library-tour

• Visit the Laws (UG) Study Programme Gateway and explore the resources:
  onlinelibrary.london.ac.uk/programme/laws-ug

• Are you new to the Online Library? Read the Online Library in a nutshell guide for law to get started:
  onlinelibrary.london.ac.uk/sites/default/files/files/nutshell-guide/laws-nutshell.pdf

• View the login guides for assistance with logging into the databases.
  onlinelibrary.london.ac.uk/support/login-guides

• Read the password FAQs:
  onlinelibrary.london.ac.uk/support/faqs/passwords