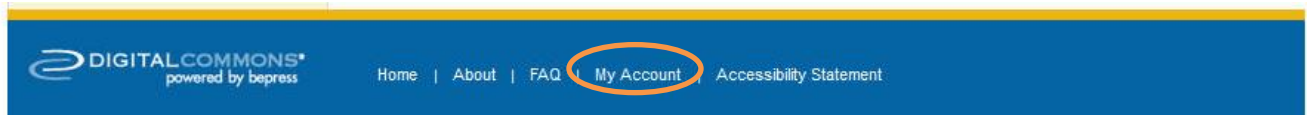


Setting up your online account for *The Foundation Review*

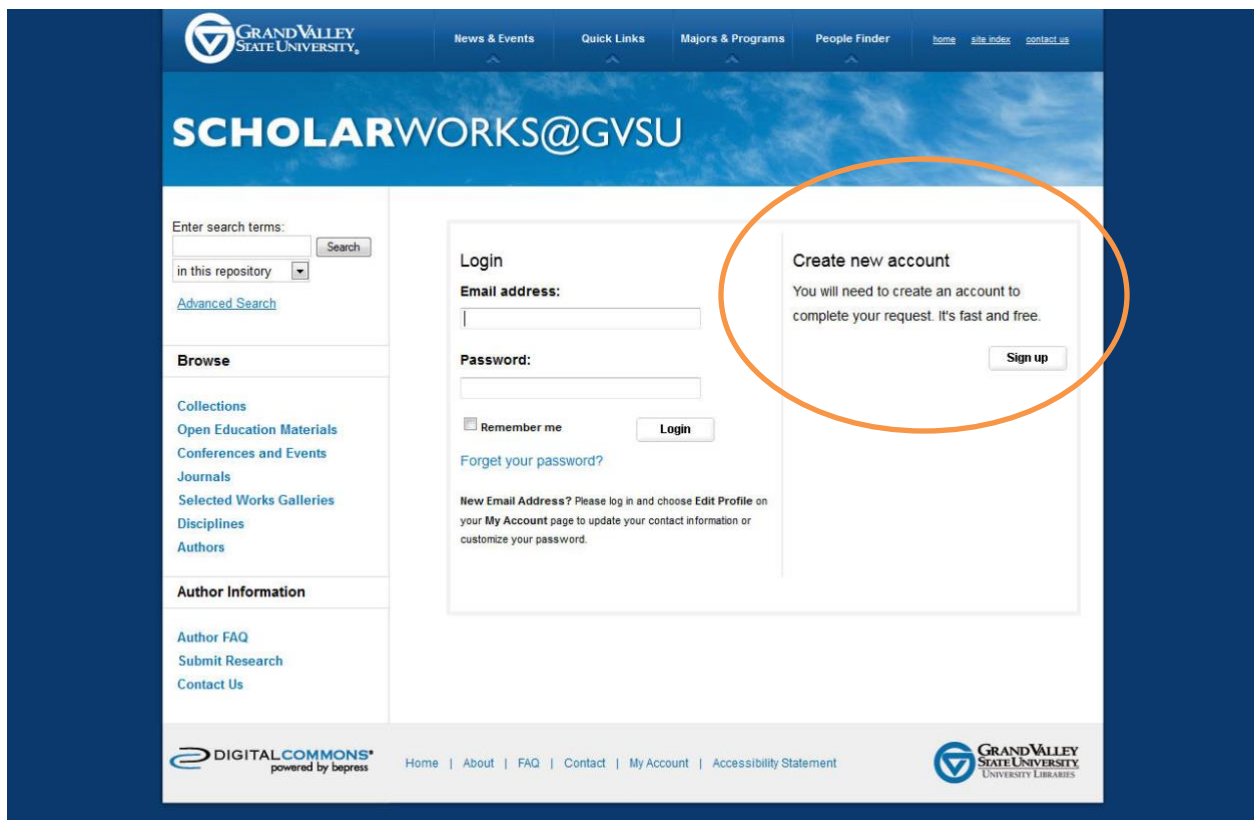
Please note: New subscribers and trial users will receive online access within three business days of signing up.

If you have followed these directions and are still have issues gaining access, please contact info@foundationreview.org or scholarworks@gvsu.edu.

- Go to <https://scholarworks.gvsu.edu/tfr/>
- Scroll to the bottom and click *My Account*



- Click *Sign Up* under *Create New Account*



- Fill out the form using the email address associated with *The Foundation Review* subscription.

The screenshot shows the ScholarWorks@GVSU website. The header includes the Grand Valley State University logo and navigation links: News & Events, Quick Links, Majors & Programs, People Finder, home, site index, and contact us. The main title is "SCHOLARWORKS@GVSU".

On the left side, there is a search bar with the text "Enter search terms:" and a "Search" button. Below it is a dropdown menu labeled "in this repository" and a link to "Advanced Search".

Below the search bar is a "Browse" section with links to Collections, Open Education Materials, Conferences and Events, Journals, Selected Works Galleries, Disciplines, and Authors. Underneath is an "Author Information" section with links to Author FAQ, Submit Research, and Contact Us.

The main content area contains a registration form. It starts with a note: "Please complete this form to create your user account. Use proper casing for names and institution as these fields may be displayed for publication purposes. BePress neither sells nor rents contact information to third parties." Below this is a statement: "You will receive an email confirmation shortly."

The form includes the following fields:

- Email address *
- First/Given Name *
- Middle Initial
- Last/Family Name *
- Suffix
- Institutional Affiliation (with a note "Not on list? Please enter name in full." and a text input field "Begin typing...")
- Password *
- Re-enter Password *

 A "Sign up" button is located at the bottom of the form.

The footer contains the Digital Commons logo (powered by bepress), a navigation bar with links: Home | About | FAQ | Contact | My Account | Accessibility Statement, and the Grand Valley State University University Libraries logo.

- An email will be sent, follow the link to confirm the account

**support@dc.bepress.com**

9:42 AM (6 minutes ago) ☆



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If you experience problems clicking the link above, copy the URL below and paste it into your browser:

<http://scholarworks.gvsu.edu/cgi/myaccount.cgi?cc=JCEYuHkf&login=1839361>

Still having trouble logging in? Please email us at support@dc.bepress.com.

Click here to [Reply](#) or [Forward](#)

- Once the account has been confirmed, your account details will be listed. From this page, the link for *The Foundation Review* home page is on the left under *Journal Home*



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
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
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Follow Management

Setting up your Institutional Access to *The Foundation Review*

There are two types of authentication for an institutional subscriber. Both require different information but setting up any of them is the same.

The two different types are:

IP Address: This can be a range or a specific IP address.

Email domain: This grants access to anyone who created an account or logs in with a matching email domain. For example, if your email domain is yourschool.edu, and a visitor logs in with bob@yourschool.edu, the visitor would be authenticated.

Once you have decided on a type of access for your institution, please contact info@foundationreview.org or scholarworks@gvsu.edu to set up institutional access.