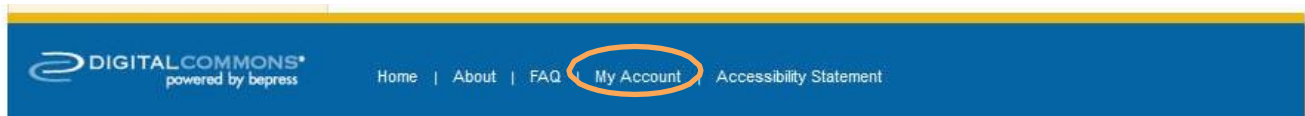


## Setting up your online account for *The Foundation Review*

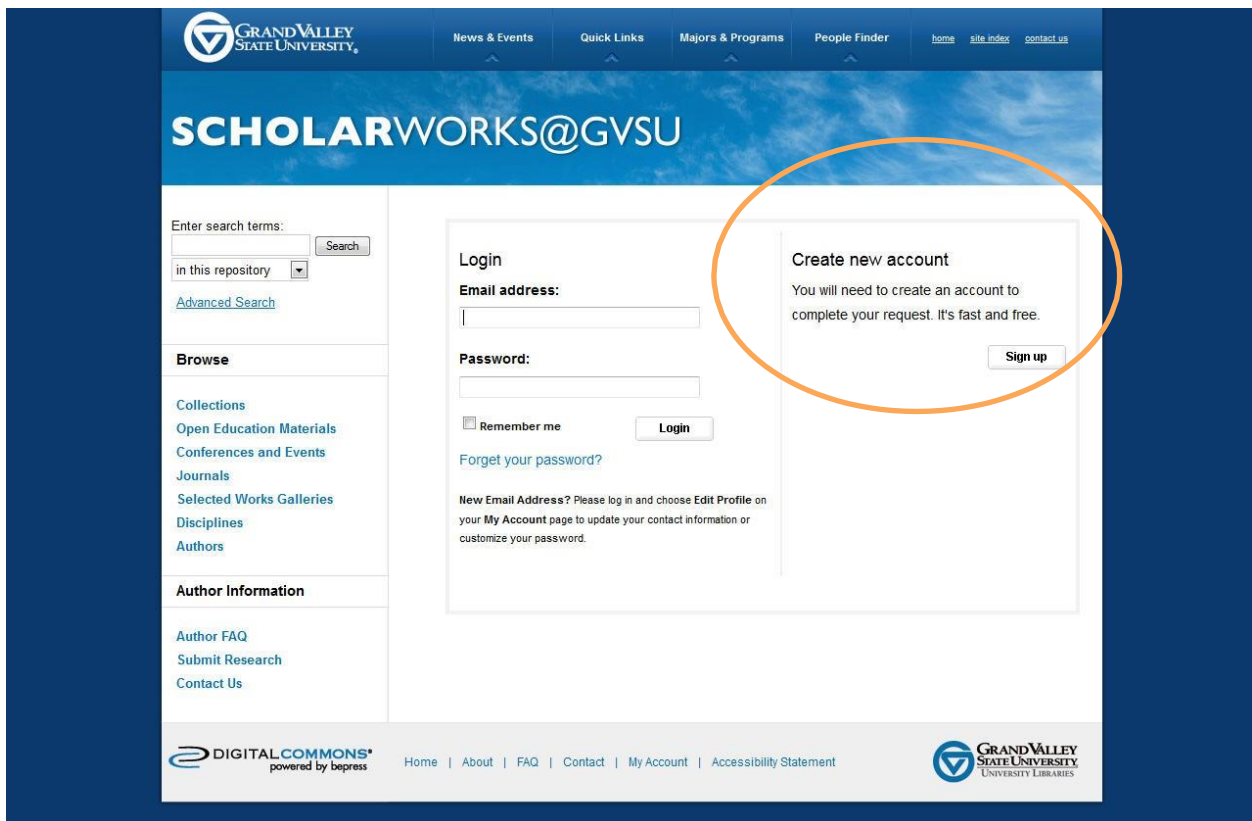
Please note: New subscribers and trial users will receive online access within three business days of signing up.

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

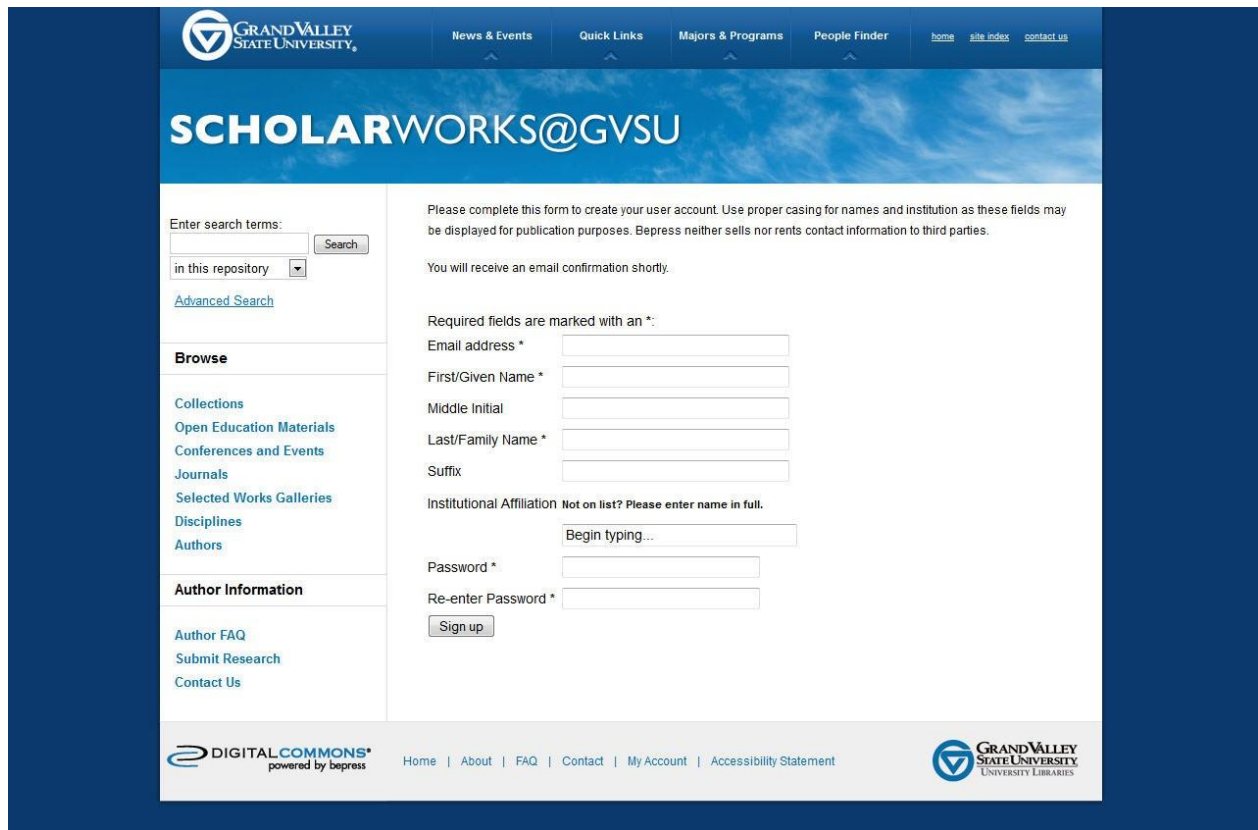
- Go to <https://scholarworks.gvsu.edu/tfr/>
- Scroll to the bottom and click *My Account*



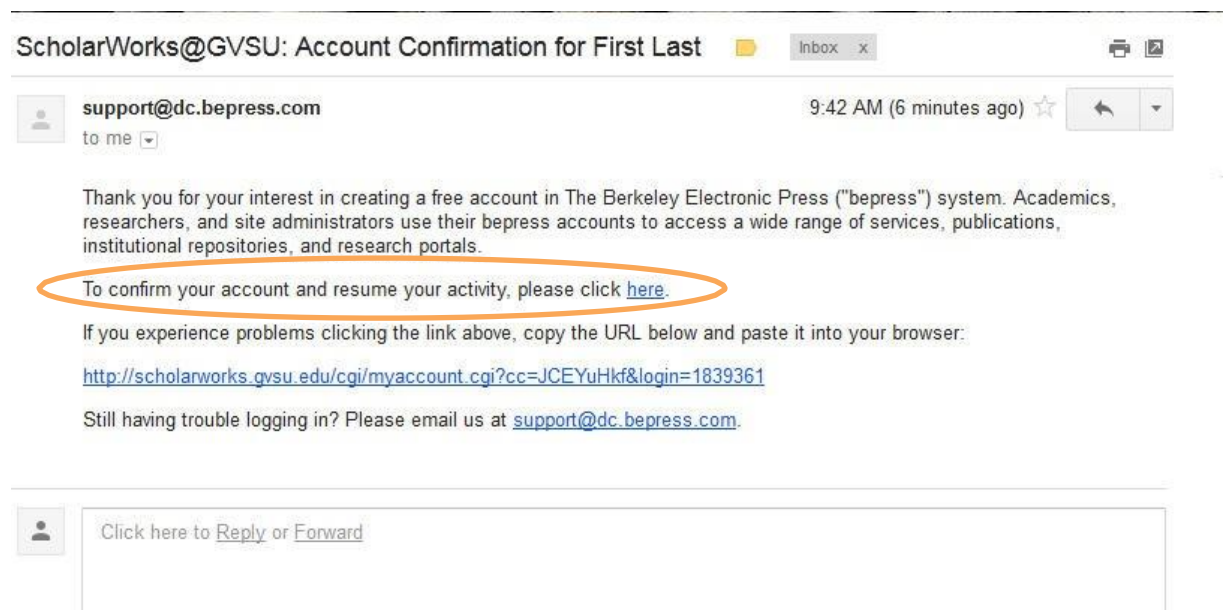
- Click *Sign up* under *Create new account*



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



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



- 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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## Setting up your Institutional Access to *The Foundation Review*

There are three types of authentication for an institutional subscriber. Each requires different information, but setting up any of them is the same.

The three 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.

**User name:** This is a list of usernames (users' email addresses) and grants access if they are in the list of approved accounts.

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