



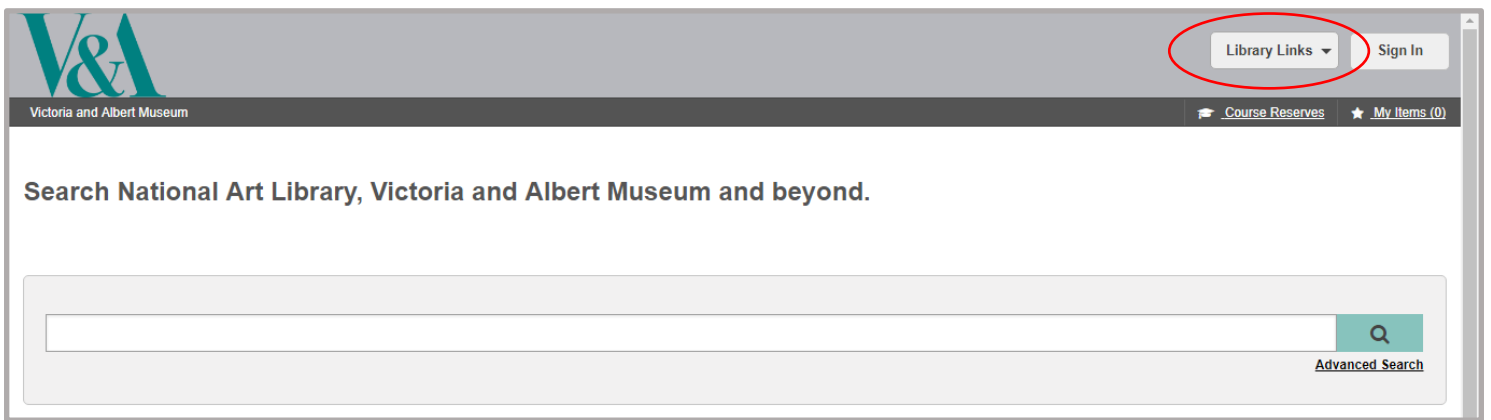
National Art Library

How to create a user account

In order to use the V&A's study rooms, you will need to create an account online. On your first visit to the National Art Library or the Blythe House Archive & Study Room we will then issue you with a Library Card.

How to create a user account

1. Go to <http://nal-vam.on.worldcat.org/discovery>
2. Click on the top right button 'Library Links' and choose the option 'Create an Account'.



3. You will then see a brief form for you to complete. Please make sure that you use an active email account, which you have instant access to, as you will be sent an email once you have submitted the form in order to set up a password for accessing your account.

The screenshot shows the 'Create a Library Account' form. The form is titled 'Create a Library Account' and includes a paragraph of instructions: 'Please read the V&A Study Rooms [Conditions of Use](#). After filling in the required fields, click "I accept" to create an account. You will receive an email to the email address you have used, asking you to set up a password. Once completed, this will allow you to log into the library catalogue and request items in advance.'

The form fields are:

- First Name:
- Last Name:
- Email Address:
- Phone:
- Address Line 1:
- Address Line 2:
- Town / City:
- County / State / Province:
- Postcode / Zip:
- Country:

At the bottom of the form, there is a reCAPTCHA widget with the text 'I'm not a robot' and a 'reCAPTCHA' logo. Below the reCAPTCHA widget, there are two buttons: 'Cancel' and 'I accept'.

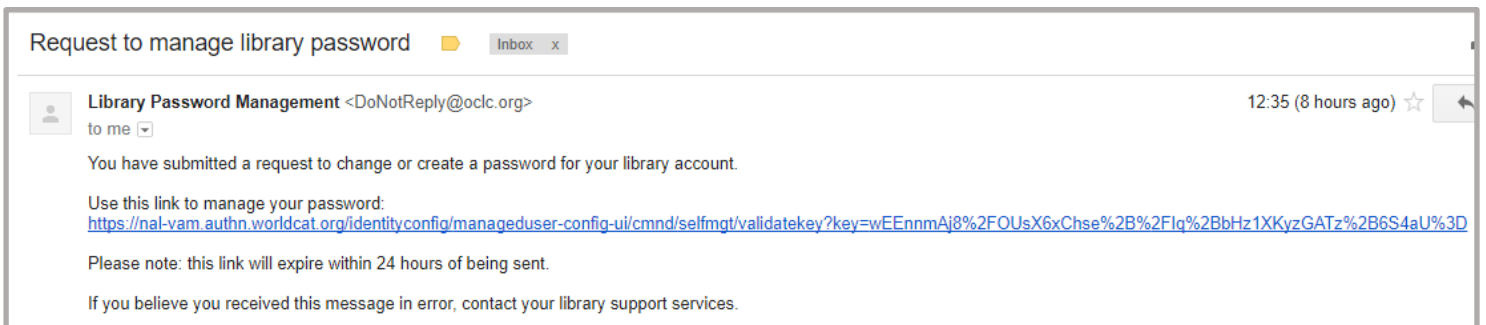
Account Created

Your details have been submitted. You will shortly receive an email to set your password. It is now safe to close this page, or click [here](#) to go to the V&A's Library Catalogue.

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There can sometimes be a short delay in receiving this 'library password' email. If after ten minutes you do not receive this email – to the email address you entered when joining – you can request a reset yourself. The link will expire within 24 hours of being sent.

4. Click on the link in the email to set your password.



Request to manage library password Inbox x

Library Password Management <DoNotReply@oclc.org> 12:35 (8 hours ago) ☆ ↶
to me ▾

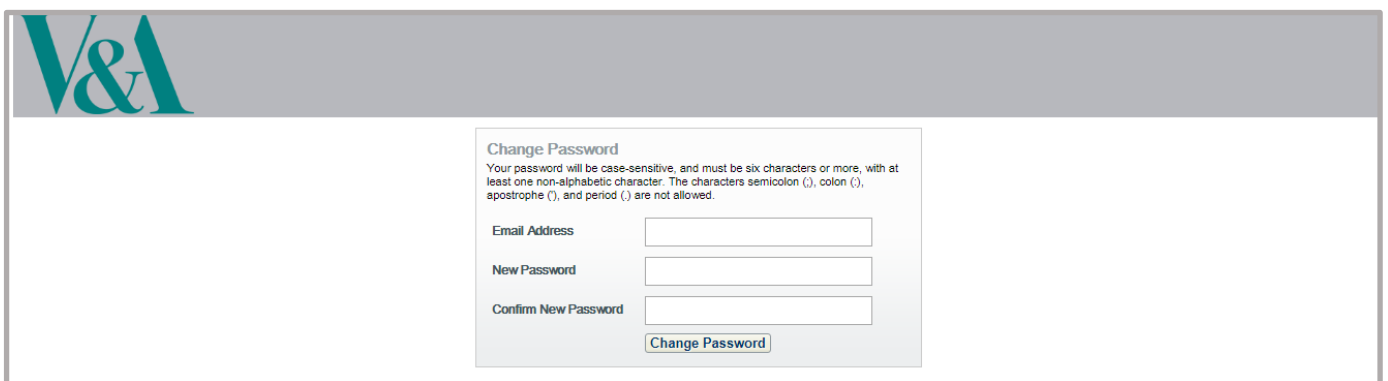
You have submitted a request to change or create a password for your library account.

Use this link to manage your password:
https://nal-vam_authn.worldcat.org/identityconfig/manageduser-config-ui/cmnd/selfmgt/validatekey?key=wEEnmAj8%2FOUsX6xChse%2B%2Flq%2BbHz1XKyzGATz%2B6S4aU%3D

Please note: this link will expire within 24 hours of being sent.

If you believe you received this message in error, contact your library support services.

5. Now use this form to set your password. Make sure you enter the email address used in the original form.



V&A

Change Password

Your password will be case-sensitive, and must be six characters or more, with at least one non-alphabetic character. The characters semicolon (;), colon (:), apostrophe ('), and period (.) are not allowed.

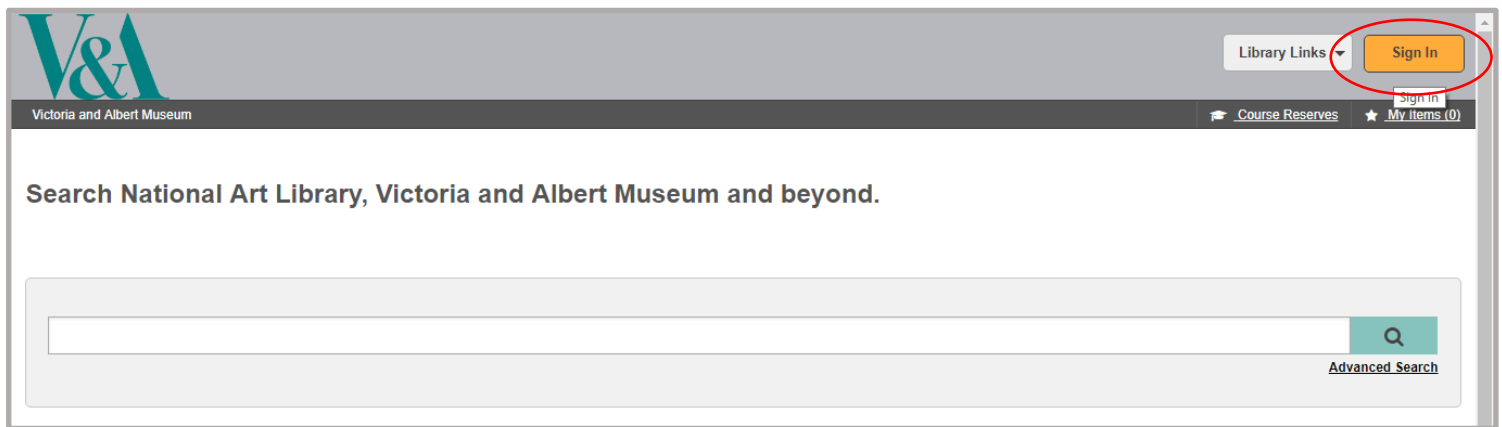
Email Address

New Password

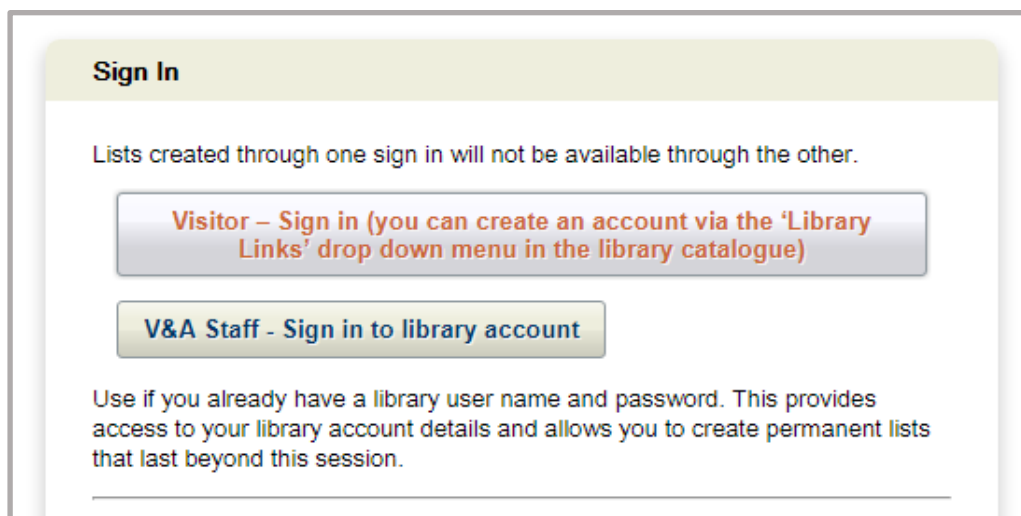
Confirm New Password

Signing in to the Catalogue

Once your password has been submitted, you will be able to sign into your library account and place item requests.



Click on the top option 'Visitor – Sign in (you can create an account via the 'Library Links' drop down menu in the library catalogue)



This is the main sign in page and what you will use each time you use the catalogue to access your account in the future.