SETTING UP YOUR BARCODE PASSWORD

1. From the top menu bar on our homepage (https://library.umassmed.edu), click on **My Library Accounts**.

2. On the next page, click **Go to your library account**

   ![Library Account Form]

   - View UMass Chan library items you have checked out
   - Renew items
   - Check the status of holds
   - Reset your password

   **Apply for a Library Barcode**

   Learn more about **borrowing** from our library.

3. On the next page, click **Set/Reset Password**

   ![Password Reset Form]
4. On the next page, enter your library barcode number (use capital “D”) and click **Request New Password**

5. An email will be sent to the account in your record (we strongly recommend a umassmed.edu account if possible). Follow the link within the email to a page where you will create and confirm a password.

**USING PROXY ACCESS**

Start at the Lamar Soutter Library Website: https://library.umassmed.edu

Do you have a umassmed.edu email account? Please choose one of the following links to complete your login:

- **YES** – log in with your umassmed.edu email account
- **NO** – log in with your library barcode and password

- If you select a resource normally restricted to on-campus use, a single sign-on (SSO) screen will appear (above).
- If you click **YES** you will be prompted to login with your UMass Chan email login and password.
- If you click **NO** you will be prompted to login with your barcode number and password.
- You will be able to access all of the library’s electronic resources as if you were on campus.

**TROUBLESHOOTING PROXY ACCESS**

- Your browser preferences must be set to accept “cookies” (usually the default setting).
- Sessions will time-out after about **30 minutes**; then you will be asked to log in again.
- If you close your browser at any time, you will be asked to log in again.

**Questions? Problems?** Contact the Library at 508-856-6099 or CircstaffMB@umassmed.edu