**INSTRUCTIONS FOR REGISTERING A NEW USER**

**IN THE ON-LINE CATALOG**

1. Go to the website: [www.wsb.edu.pl/biblioteka](http://www.wsb.edu.pl/biblioteka).
2. In the left menu select the tab **Katalog on-line/ On-line catalog**.
3. At the top of the website use the Menu to select the English language – click Polski and then change the language.
4. Choose **Profile,** then **Sign Up**.



1. Fill all fields. Fields marked with a red frame are mandatory. In **Library department** choose **Stosunki Międzynarodowe. Lending department** should be the same as the city where you study.



**Step 2** - fill all required fields and:

* **Id type:** Legitymacja – a green student card;
* **Id number**: Numer albumu – check on your student card.



**Step 3** requires your home address (you can also provide an alternative address).

**Step 4** - set a password as required.

**Step 5** - check and confirm the entered data.

At the end – **step 6** - enter the code from the picture and give your consent.



**The ID is your LOGIN to the library catalog, therefore it should be kept.**

**After the registration the account will be locked. Within 2 working days a library employee will verify and activate your account.**