



Perpustakaan
Sekolah Bisnis

PANDUAN AKSES WILEY

dari Luar Kampus

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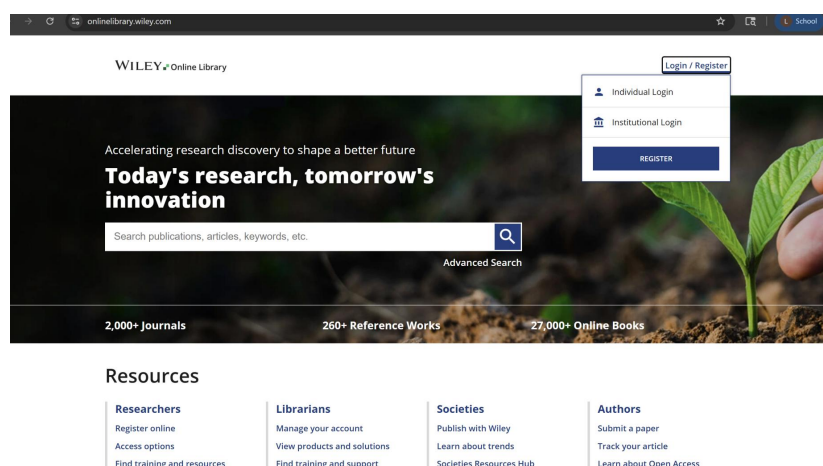
Sebelum memulai

- 1 Alamat email institusi berakhiran @apps.ipb.ac.id
- 2 Akses ke kotak masuk email tersebut untuk menerima kode verifikasi

Pendaftaran cukup dilakukan satu kali. Untuk kunjungan berikutnya, Anda hanya perlu masuk memakai email dan kata sandi yang telah didaftarkan.

Cara Mendaftar

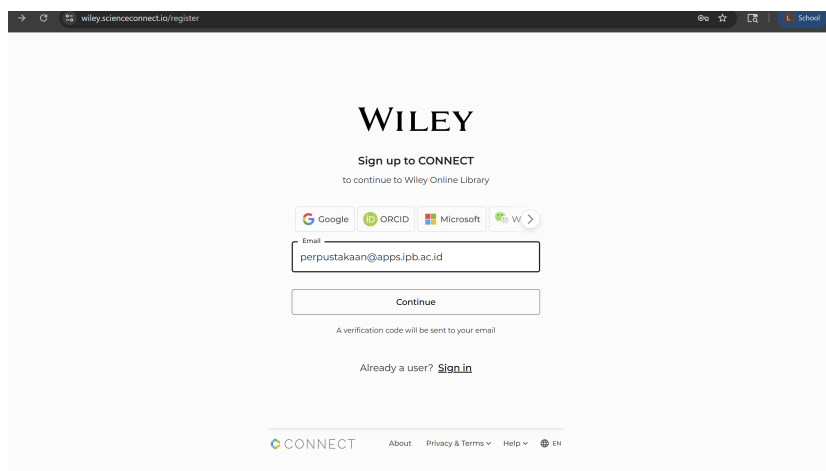
- 1 **Buka Wiley Online Library**
Kunjungi **onlinelibrary.wiley.com**, klik **Login / Register** di pojok kanan atas, lalu klik tombol **Register**.



Menu Login / Register berada di pojok kanan atas halaman.

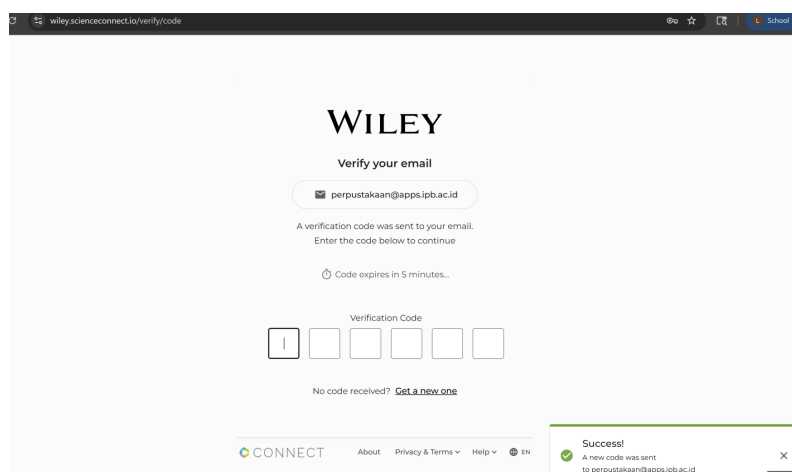
2 Masukkan email institusi

Pada halaman **Sign up to CONNECT**, isi kolom Email dengan alamat berakhiran **@apps.ipb.ac.id**, lalu klik **Continue**. Jangan memakai tombol Google, ORCID, atau Microsoft di atasnya.



3 Masukkan kode verifikasi

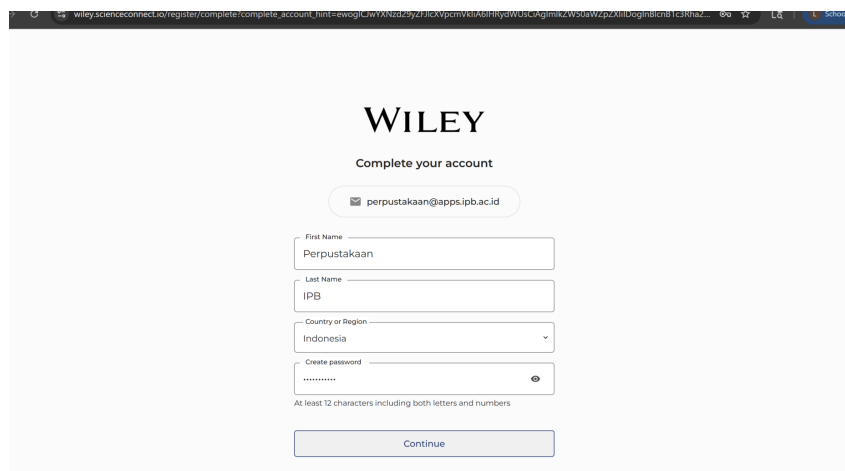
Wiley mengirim **kode 6 digit** ke email tersebut. Kode berlaku selama 5 menit. Buka kotak masuk email Anda, salin kodenya, lalu masukkan ke kolom Verification Code. Bila kode tidak diterima, klik **Get a new one**.



4

Lengkapi data akun

Isi **First Name**, **Last Name**, dan **Country or Region**, lalu buat kata sandi. Kata sandi harus minimal 12 karakter dan memuat kombinasi huruf serta angka. Klik **Continue**.

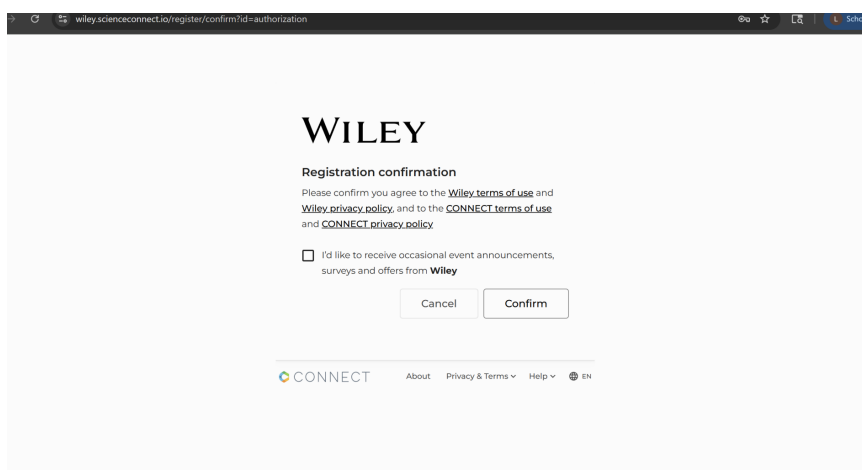


The screenshot shows the Wiley 'Complete your account' page. At the top is the Wiley logo and the heading 'Complete your account'. Below this is a text box containing the email 'perpustakaan@apps.ipb.ac.id'. The form includes input fields for 'First Name' (containing 'Perpustakaan') and 'Last Name' (containing 'IPB'). There is a dropdown menu for 'Country or Region' set to 'Indonesia'. A password field is labeled 'Create password' with a strength indicator and a note: 'At least 12 characters including both letters and numbers'. A 'Continue' button is at the bottom.

5

Konfirmasi pendaftaran

Muncul halaman **Registration confirmation** berisi persetujuan ketentuan penggunaan Wiley dan CONNECT. Klik **Confirm**. Pendaftaran selesai.

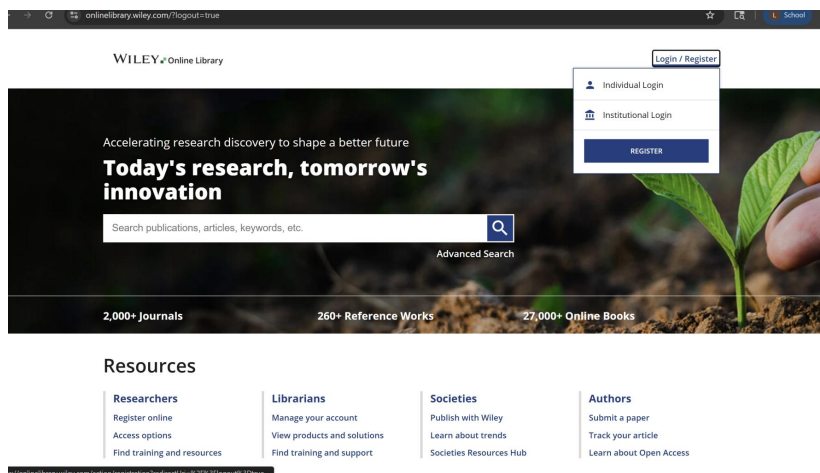


The screenshot shows the Wiley 'Registration confirmation' page. It features the Wiley logo and the heading 'Registration confirmation'. The text asks the user to confirm agreement with the 'Wiley terms of use', 'Wiley privacy policy', and 'CONNECT terms of use and CONNECT privacy policy'. There is an unchecked checkbox for 'I'd like to receive occasional event announcements, surveys and offers from Wiley'. At the bottom are 'Cancel' and 'Confirm' buttons. The footer includes the 'CONNECT' logo and links for 'About', 'Privacy & Terms', and 'Help', along with a language selector set to 'EN'.

Cara Masuk

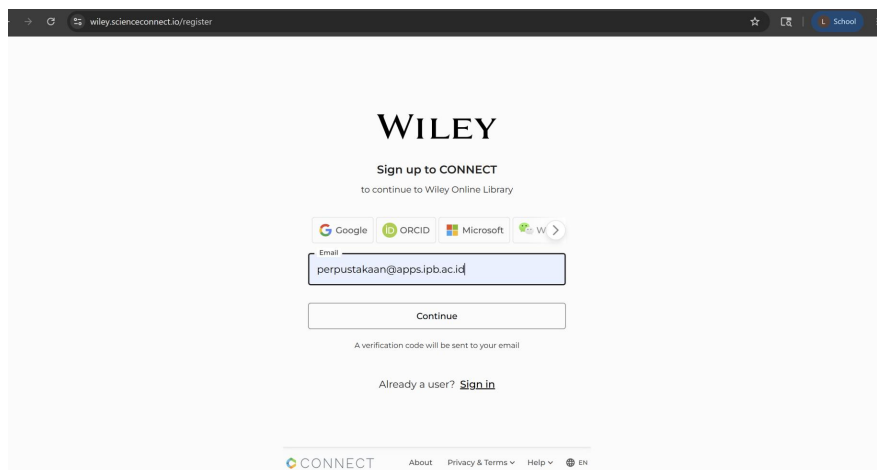
6 Buka Wiley Online Library

Kunjungi onlinelibrary.wiley.com, klik **Login / Register**, lalu klik **Register** seperti sebelumnya.



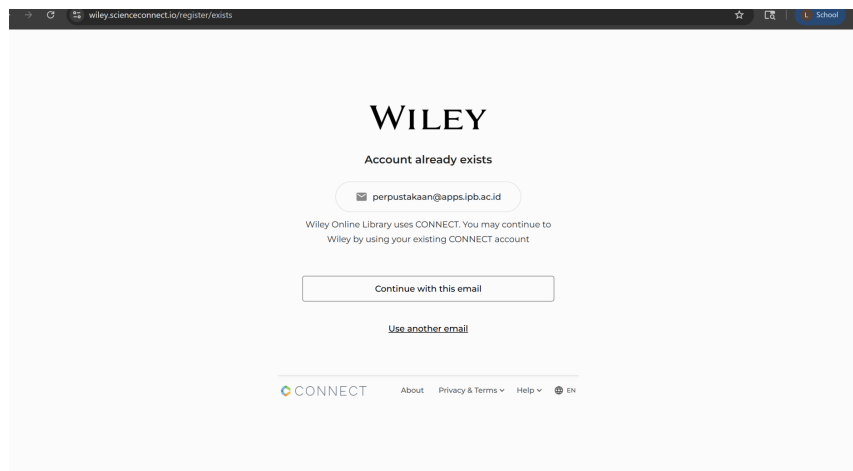
7 Masukkan email yang telah didaftarkan

Isi kolom Email dengan alamat @apps.ipb.ac.id yang sudah Anda daftarkan pada tahap sebelumnya, lalu klik **Continue**.



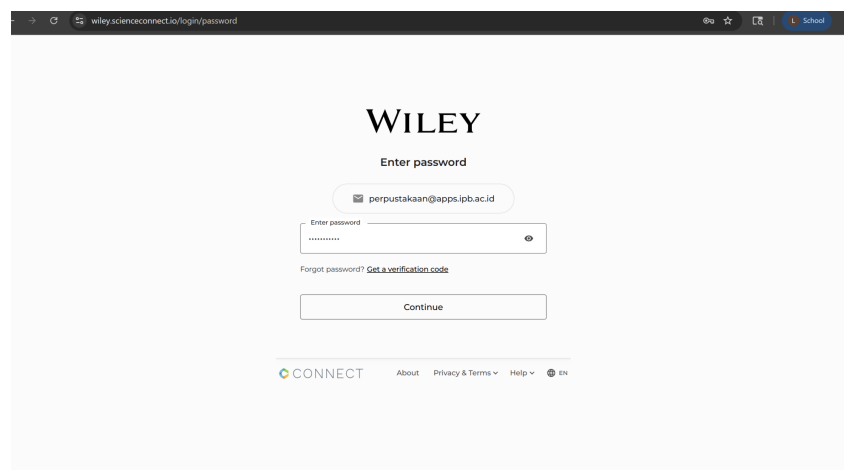
8 Pilih Continue with this email

Wiley mengenali bahwa akun sudah ada dan menampilkan halaman **Account already exists**. Klik **Continue with this email**.



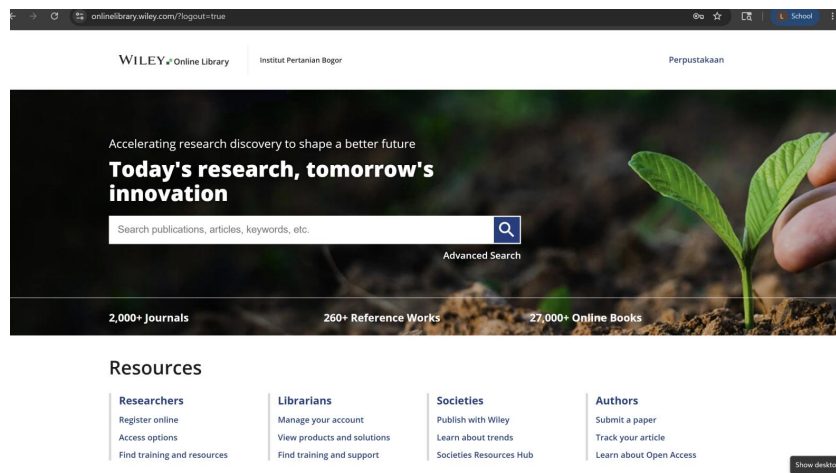
9 Masukkan kata sandi

Isi kolom Enter password dengan kata sandi yang Anda buat saat pendaftaran, lalu klik **Continue**.



10 Pastikan sudah masuk

Login berhasil ditandai munculnya **Institut Pertanian Bogor** di sebelah kiri atas dan **nama akun Anda** di sebelah kanan atas halaman.



Kode verifikasi dan kata sandi bersifat pribadi. Jangan membagikannya kepada siapa pun, termasuk kepada pihak yang mengatasnamakan perpustakaan.