

**HOW TO ACCESS  
LIBRARY  
RESOURCES  
FROM  
OFF-CAMPUS**

# After selecting a database when you're off campus, you logon at this screen.

LOGIN to Databases Licensed for LSU Alexandria

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**!!! WARNING !!!**

If your OaKard Number begins with the number nine (9), substitute a zero (0) for that digit when entering your OaKard Number below. If you have questions or comments, please call 318.473.6441.

Your user id is your **OaKard** number:  Enter your 9-digit OaKard number w/o dashes or spaces.

**AND** your user PIN is your **birth year**:  Enter your 4-digit birth year.

Authenticate

# Don't know your OaKard number?

Look on the front of your LSUA ID card,

**or**

logon Self-Service (from the MyLSUA page, scroll to the bottom & click “Continue to Self-Service”).

1. Click My Profile.
2. Click Account Information.
3. Your System ID number is your OaKard number. It has 9 digits.
4. Omit the dashes in the number when you logon library databases.