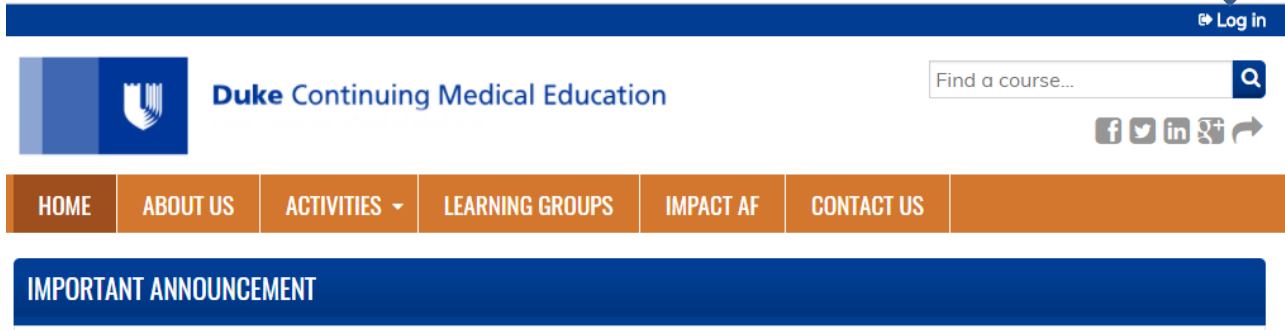


HOW TO REGISTER FOR A DUKE ONELINK ACCOUNT

1. Go to <https://ja.dh.duke.edu/>.
2. Click on “Login” in the upper right hand corner of the page.



3. At the login page under Login with OneLink click on “OneLink help.”



NetID

Current students, faculty, staff, sponsored guests

— Log in with NetID

NetID

OneLink

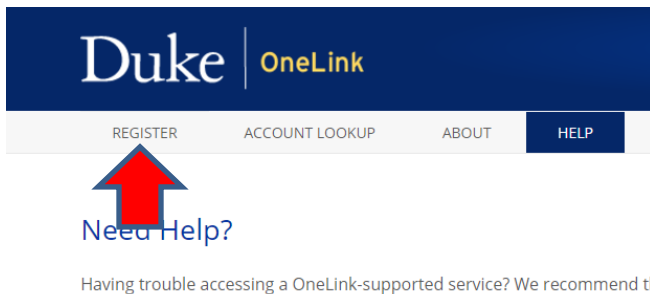
All other visitors ([is this you?](#))

+ Log in with OneLink

[OneLink help](#)



4. On the Duke OneLink page click on “Register.”



5. To register, complete all fields:
 - a. Legal First/Given Name
 - b. Middle Name

- c. Legal Last/Family Name
- d. Email **(be sure to use the same email that you used to register for a course)**
- e. Birth Date
- f. Have you ever been staff, faculty, an affiliate or a student at Duke?

6. Click "Submit"

The screenshot shows the Duke OneLink registration page. At the top is a dark blue header with the Duke OneLink logo. Below the header is a navigation bar with links for REGISTER, ACCOUNT LOOKUP, ABOUT, and HELP. The main heading is "Register to Use OneLink". Below this is a sub-heading "Enter your details below to request an invitation email. All fields are required." followed by several input fields: "Legal First/Given Name", "Middle Name", "Legal Last/Family Name", "Email", and "Birth Date" (with dropdowns for month, day, and year). Below the birth date fields is a question: "Have you ever been staff, faculty, an affiliate, or a student at Duke?" with radio button options for "Yes", "No", and "I'm Not Sure". At the bottom left is a "SUBMIT" button. Two large red arrows with blue outlines point to the "Legal Last/Family Name" field and the "SUBMIT" button.

7. **You will receive an email to the email address that you provided when registering for a OneLink account.**


8. In the email, **click on the link to complete your Duke OneLink registration.**


9. The link will direct you to the following page to confirm your registration.


Register for Duke OneLink


Hello, Brandie! You have already registered the following: Facebook (1 account)

Register with an external account

 Register with Facebook

 Register with Google

 Register with LinkedIn

 Register with Yahoo

This option allows you to log in to Duke services with an external account. Duke will only store an account name so we can recognize you in the future.

Create a new username
All fields are required.

Username (OneLink ID)

Password

Confirm Password

Security Question
[Choose One] ▼

Answer


Register with OneLink ID >


10. You can register with one of the external social media accounts:
 - a. Facebook (**login with Facebook username/password**)
 - b. Gmail (**login with Gmail username/password**)
 - c. LinkedIn (**login with LinkedIn username/password**)
 - d. Yahoo (**login with Yahoo username/password**)


Register for Duke OneLink


Hello, Brandie! You have already registered the following: Facebook (1

Register with an external account


 Register with Facebook

 Register with Google


 Register with LinkedIn

 Register with Yahoo

This option allows you to log in to Duke services with an external account. Duke will only store an account name so we can recognize you in the future.



11. **OR** you can create a new username and password. Once you have created a username, password, and created your security question/answer, click on “Register with OneLink ID.”

Create a new username 
All fields are required.


Username (OneLink ID)

Password

Confirm Password

Security Question
Choose One

Answer

Register with OneLink ID > 

12. Once you have registered your Duke OneLink account, you will be directed to the confirmation page, click on “Register with this account.”


Confirm Your Account


You have logged in to a Facebook account with the following information:

Email address: brandielee75@yahoo.com

Name: Brandie Jones

Please confirm whether this is the account you would like to register.


Log out of Facebook and start over 

Register with this account > 

13. Once you have registered your account, you will be directed to the following page.

You're all set!

You have successfully registered. Your registered account is:

Facebook: 1 account 

We've sent a confirmation to brandie.jones@duke.edu.

14. **You will receive another email confirming your registration.**

15. **Go back to <https://ja.dh.duke.edu/>.**

16. Click on "Login" in the upper right hand corner of the page.

17. Click on "Login with OneLink."


OneLink

All other visitors ([is this you?](#))



[OneLink help](#)

18. **Login to Ethos with one of the social media accounts provided (Facebook, LinkedIn, Gmail, Yahoo) OR with the new username/password that you created in order to generate your account in the system.**



OneLink
All other visitors ([is this you?](#))

Log in with OneLink

OneLink ID

Password

[Forgot your ID or password?](#)


Log In


- OR -


OneLink-Registered Social Media

[Forgot if you've registered?](#)

 Log In with Facebook

 Log in with Google

 Log In with LinkedIn

 Log In with Yahoo

