Transcript for Davis Library’s Video Tutorial:

1. In Google Scholar under “Settings,” click “Library links.”

2. Next, type “OhioLINK” into the search box and enter. Check the box that appears below next to where it says "OhioLINK - Find it with OhioLINK" and save.

3. Now, when you do a search, if any of the items in your results are available full text in an OhioLINK database, a "Find it with OhioLINK" link will be provided.

   When you click on that link, you may be prompted to verify your eligibility for OhioLINK use. Remember, OhioLINK services are restricted to Rio Grande students, faculty and staff.

4. If full text is not available to you online, use Davis Library’s Interlibrary Loan (ILL) services to request the article.
5. Now, to login into OhioLINK services, you must first identify the institution with which you are affiliated.
Next, you'll enter your name (first and last); Student ID or Employee number (Don't forget students! Be sure to put the letter "s" at the start of your ID number.); and PIN (a Personal Identification Number, which for most students is set by default as the last 4 digits of your Social Security Number - SSN.)

6. From here, you'll then be offered link to the item's database record. This record shows the full text is available PDF (Portable Document Format.)

7. The full text will load when you click on the PDF link.
Here, you may read the article online or print, save... or email it.

8. Got questions? “Ask Us!” Call: 1.800.282.7201, ext. 7005; or, email us at: refdesk@rio.edu

PLEASE NOTE: While it’s not stated in this video tutorial, Rio Grande Faculty and Staff may sign up for their PIN using our “Faculty/Staff Library Registration Form” found at: http://www.rio.edu/library/documents/FacultyRegistrationForm.pdf