

CINAHL: Creating an Account & Saving References

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*For instructions on **accessing CINAHL** and other Nursing & Health Sciences Databases see [Accessing Nursing & Health Sciences Database](#) handout.

Creating an Account in CINAHL will allow you to ...

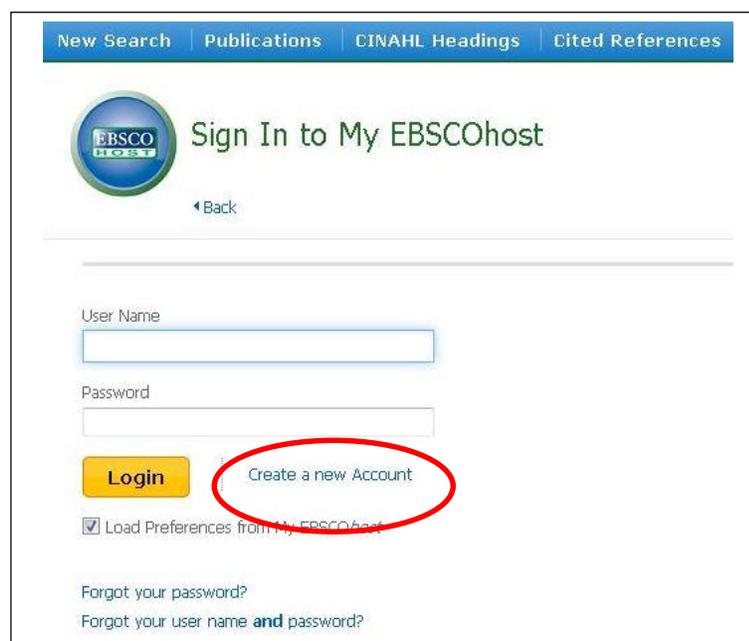
- Save references
- Save searches
- Share references with others for group work
- Access EBSCO eBooks from off campus

1. From the CINAHL homepage, click the **Sign In** link in the upper right corner.



The screenshot shows the top navigation bar of the CINAHL database interface. The navigation bar includes links for 'New Search', 'Publications', 'CINAHL Headings', 'Cited References', and 'More'. The 'Sign In' link is circled in red. Below the navigation bar is the search area, which includes a search box, a 'Search' button, and a 'Clear' button. The search area also features a 'Choose Databases' dropdown menu and a 'Select a Field (optional)' dropdown menu. The EBSCO logo is visible on the left, and the University of Detroit Mercy logo is on the right.

2. Click the **Create a new Account** link.



The screenshot shows the 'Sign In to My EBSCOhost' page. The page features a navigation bar with links for 'New Search', 'Publications', 'CINAHL Headings', and 'Cited References'. Below the navigation bar is the EBSCO logo and the text 'Sign In to My EBSCOhost'. A 'Back' link is visible. The page contains a 'User Name' field, a 'Password' field, a 'Login' button, and a 'Create a new Account' link, which is circled in red. There is also a checkbox for 'Load Preferences from My EBSCOhost' and links for 'Forgot your password?' and 'Forgot your user name and password?'.

3. **Fill** out the form. **Record** your User name and Password for future reference. Then click the **Save Changes** button.

New Search | Publications | CINAHL Headings | Cited References | More

Sign In to My EBSCOhost

[Back](#)

Create a new account - Personal Account [?](#)

First Name

Last Name

E-mail Address

User Name This is the user name you will use to sign in to My EBSCOhost (254 character maximum).

Password 5 character minimum, 100 character maximum

Retype Password

Secret Question Used to help identify your account if you forget your user name or password.

Secret Answer

Note: Please remember your account information for future reference.

Save Changes Cancel

4. That's it! Your account has been created.

Saving References:

1. Sign into your account using the **Sign In** link in the top right corner of the CINAHL homepage.



2. Identify a citation / reference that you would like to keep, then click the Folder icon to the right of the article title.



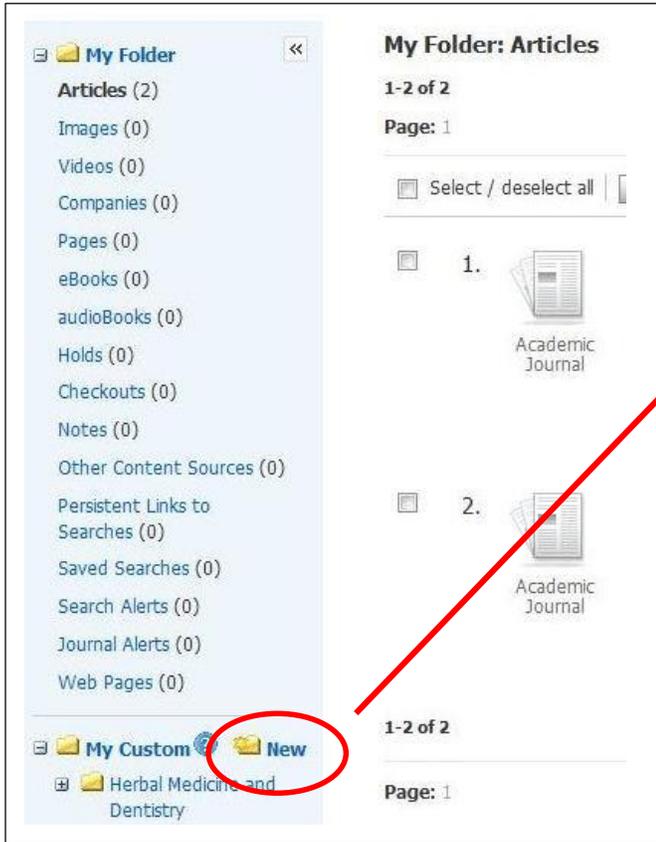
****If you are not signed into your account: the reference will be placed in a temporary folder. If you navigate away from CINAHL, your reference will be lost.**

3. To access your references, click on the **Folder** icon in the toolbar in the upper right corner. Notice the Folder icon is “open”. This indicates that there was something placed in the Folder during your CINAHL session.



4. You can now create a custom folder and move the references into that folder. This allows you to keep your references organized by class or project.

5. Create the new Folder by clicking the **New** icon.



6. Your new folder will appear under the My Custom column on the left side of the webpage.

