

Step-by-step instructions for setting the Birkbeck institutional cookie

Step 1: If you are not sure that your browser is set up to accept cookies follow the instructions to check your settings:

Internet Explorer:

- Click on **Tools**
- Choose **Internet Options**
- Click on the **Privacy** tab
- Make sure the slider is set to **Medium** or below

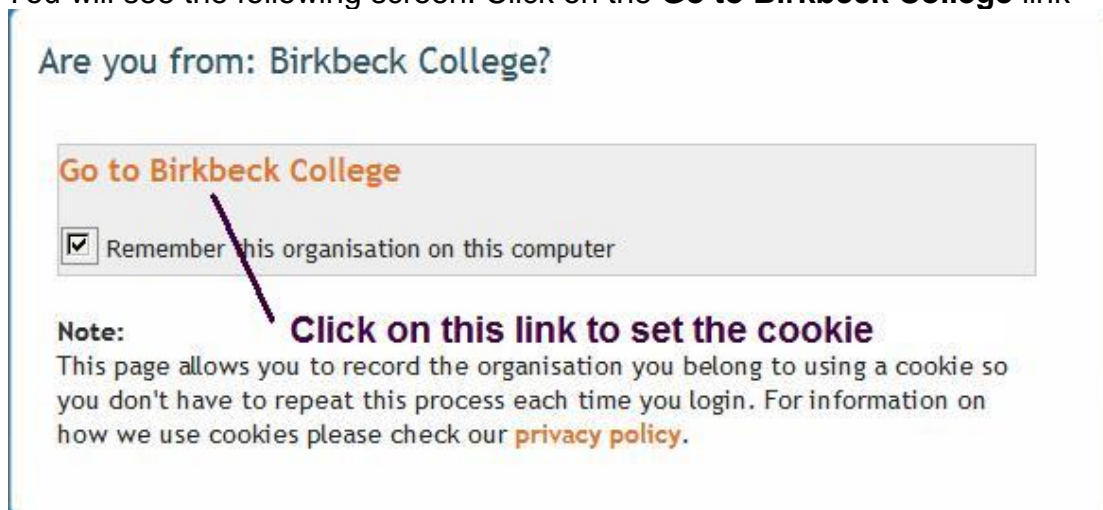
Firefox:

Cookies are enabled by default. If you have disabled them you can make an exception for the Athens cookie by:

- Go to the **Tools** menu
- Click on **Options**
- Select **Privacy**
- Select "**Use custom setting for history**"
- Click on **Exceptions**
- Type in **http://auth.athensams.net**
- Click on **Allow**
- Click on **Close**

Step 2: On the eLibrary page, click on the link to set the Institutional Athens Cookie

You will see the following screen. Click on the **Go to Birkbeck College** link



Are you from: Birkbeck College?

Go to Birkbeck College

Remember this organisation on this computer

Note: **Click on this link to set the cookie**
This page allows you to record the organisation you belong to using a cookie so you don't have to repeat this process each time you login. For information on how we use cookies please check our [privacy policy](#).

Leave the "**Remember my organisation**" box checked if you are using your own computer, uncheck it if you are on a public computer. **Click on the "I am from Birkbeck College" link**

Step 3: Now that you have set the cookie you will be taken back to the eLibrary page where you can choose the resources you want to use from the menu on the left.

The cookie lasts 18 months, so you won't need to repeat this process until then (unless you delete your cookies)

Next time you log in - just go straight to the resource you want.