Securing Online Access To Local Population Studies Society Journal via Ingenta

1. Type “Ingenta Connect” into your search engine and then click “Register” on the site’s home page. You will be asked to register your personal details and create an Ingenta username and password.

2. You will now be asked to complete a Personal Registration form and create an Ingenta username and password. For individual members, when registering your name and address please ensure that your Ingenta details correspond to your Local Population Studies Society Membership (for example: try not to create an Ingenta account under your married name if you are registered as an LPSS member under your maiden name) as any need to query your details may slightly delay you being granted online access to the journal. If you or your institution already has an Ingenta account then there will be no need to register your details and you can skip on to step 3.
3. Once you have registered you will be able to view your “Personal Subscriptions” page. When you first register this will state that “You have no personal subscriptions”. Click on the “Add” tab just above this message to set up your Local Population Studies Society online subscription.

4. Type “Local Population” into the search box as shown in the image below left, then click on the “Go” button. You will then be given the option to add this title to your Personal Subscriptions. Tick the small box just to the left of the Local Population Studies journal listing and then click the “Add” button.

5. You will then see the below message stating that your request for online access has been forwarded to the Local Population Studies Society Office for verification. Once your membership has been verified your online subscription will be activated.
6. You will also then receive an email from Ingenta with the following message:

Dear X,

You have requested access to the following title(s) on Ingenta Connect:

Local Population Studies

Your request(s) will now be validated by the relevant publisher(s) and you will be notified when access has been set up.

Regards,
Ingenta Connect Customer Services
help@ingentaconnect.com

7. Once the LPSS Office has validated your online subscription, you will receive a second email with the following message confirming that your full online access to the Local Population Studies Society Journal:

Dear X,

Your claim for access to the journal: "Local Population Studies", has been accepted by Local Population Studies Society.

Regards,

Ingenta Connect Claims Management

Should you encounter any problems during this process please do not hesitate to contact the LPSS Administrator (Annette Walton) by emailing: lps@conted.ox.ac.uk

IMPORTANT NOTE:

Online access to the Local Population Studies Society Journal via IngentaConnect is granted on a rolling year-by-year basis. Although you need only register for an IngentaConnect account once, you will need to repeat steps 3-7 and “Add” the Local Population Studies Society Journal to your list of online subscriptions annually (i.e. after the new subscription year begins each May 1st).