Sign in to Collection Manager

Last updated: Tue, 29 Jan 2019 20:17:58 GMT

Sign in to the WorldShare interface

1. In your browser, enter the WorldShare URL for your library. Your WorldShare URL will have the following format: https://yourcustomWorldShareURL.share.worldcat.org/wms. Replace yourcustomWorldShareURL with the WorldCat registry ID or configured URL qualifier for your library.

2. On the Sign in screen, enter your **User Name** and **Password**.

3. Click **SIGN IN**.

You can access Collection Manager from the Metadata module in your WorldShare interface.

Find a forgotten WorldShare URL

1. Go to the **Sign in to OCLC Services** page and select **WorldShare Management Services**, **WorldShare Metadata Services**, or **WorldShare Interlibrary Loan**.

2. Search for your institution with your **OCLC symbol**, **institution name**, or **zip code**. Select your institution from the list and click Continue.

3. Enter your **User Name** and **Password**.

4. Click **Sign In**.

5. Bookmark or write down your WorldShare URL.
   - Use the format: https://yourlibrary.share.worldcat.org/wms
   - You will need to edit your bookmark to match the correct format