Updating Account Details

Brillonline.BooksandJournals.com

Brill Sales Department
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Enter your administration Username and Password.

If you have lost your Username/Password or it does not work, please email brillonline@brill.com.
1. Please note, that you are immediately recognized as the (Administrator) once logged in.

2. To go to the Administration page, please click on Administration.
1. This section is for updating your account profile information.

2. To update Account profile details, click ‘Update Institutional profile’.

3. To manage IP addresses, click here.
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Updating Institutional profile.

1. Enter your personal details. Lines marked with the * have to be filled out.

2. Click on Update to save your input/changes.
By selecting ‘Change Administrator signin details’, you can update your administrator password.

Enter your new password twice here and click *change password* to save your changes.
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Manage Authentication details.

By selecting ‘Change Authentication sign in details’, you can update your login credentials for access purposes.

To change the password, please type in your user name and the new password. Click on Change password to save your input.
1. You can add your IP addresses here.

2. Then click Change ip.
### Administration

#### Profiles & authentication
- **Profile management**
  - Update institutional profile
  - Change Administrator sign in details
  - Manage institutional logo
- **Authentication**
  - Change Authentication sign in details
  - Manage IP addresses
  - Manage Shibboleth identity

#### Subscriptions & orders
- **Subscriptions**
  - Current subscriptions
  - Download MARC records
  - Download KBART Journals File
  - Download KBART Books File
  - Add content
- **Orders**
  - My orders
  - Title Select Orders

#### Statistics & URLs
- **Statistics**
  - Usage statistics
- **URLs**
  - Manage OpenURLs

#### FAQs & contacts
- **Your contacts at Brill**
  - Contact details
- **Help**
  - Frequently asked questions

*Whilst signed in as an administrator, you can also change or add other profile details.*

*You can also check your subscriptions, MARC records, KBART files, and orders if you’ve placed any online.*

*Usage Statistics are also obtained via the administrative account login.*
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- State-of-the art platforms including seamless searching across different subject areas & publication types
- Customized purchase options for different user segments and product types

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