

Registering for your SciFinder® Account

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SciFinder Registration

As a SciFinder user, you can create your own username and password. Your institution's SciFinder administrator or librarian will provide the URL for the registration page. If you have difficulty accessing the registration page, please contact your SciFinder administrator or librarian.

Please provide an email address with your organization's email domain when you register.

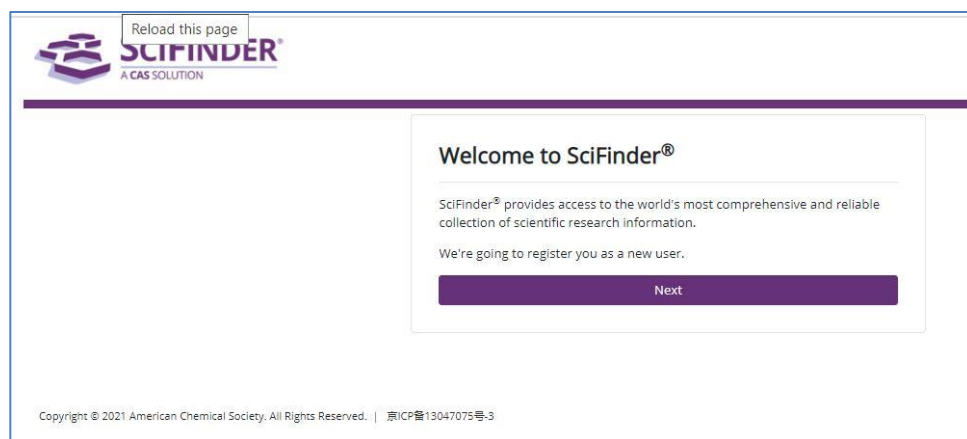
Note:

1. 12 digits for @mail.bnu.edu.cn (student campus domain); 5 digits/11 digits for @bnu.edu.cn (faculty campus domain); both character pattern and digital pattern for @lib.bnu.edu.cn (librarian campus domain)
2. Unable to register remotely through VPN.

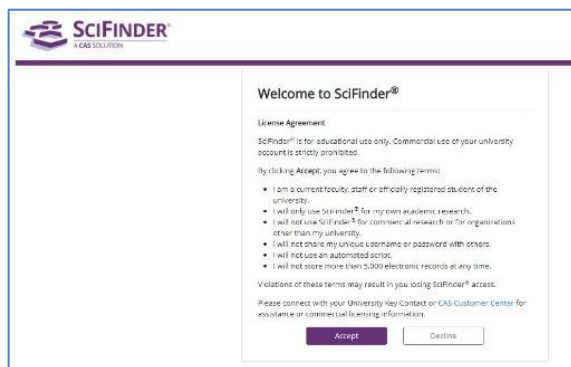
An overview of the registration process is shown below.

REGISTERING FOR YOUR SCIFINDER ACCOUNT

1. Use the URL provided by your SciFinder administrator to access the SciFinder user registration web page.
2. Click **Next**.



3. Click **Accept** if you agree to the User Registration Terms and Conditions; click **Decline** if you do not.



4. Enter your contact information. While only your name and email address are required, the additional information will help CAS better understand SciFinder users, allowing us to improve the products and services we offer.

The screenshot shows the registration form on the SciFinder website. The heading is "Welcome to SciFinder®". The form is divided into several sections: "Contact Information" with fields for First Name, Last Name, Email Address, Confirm Email Address, and Phone Number (Optional); "Area of Research" and "Job Title" as dropdown menus; "Username and Password" with fields for Username, Password (with a "Tips" link), and Re-enter Password; and "Security Information" with a Security Question dropdown and an Answer field (with a "Why?" link). At the bottom are "Register" and "Clear All" buttons.

5. Specify a username and password.

Your username must be unique and contain 5-15 characters. It can contain only letters or a combination of letters, numbers and/or these special characters:

- . (dash)
- _ (underscore)
- . (period)
- @ (at symbol)

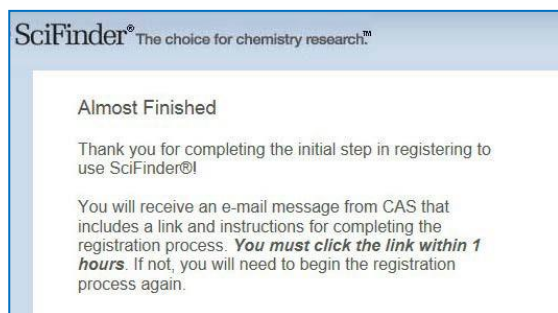
Your password must contain 7-15 characters and include:

- Mixed upper- and lowercase letters
- Numbers
- Non-alphanumeric characters (e.g., @, #, %, &, *)

6. Select a security question from the drop-down list and provide the answer.

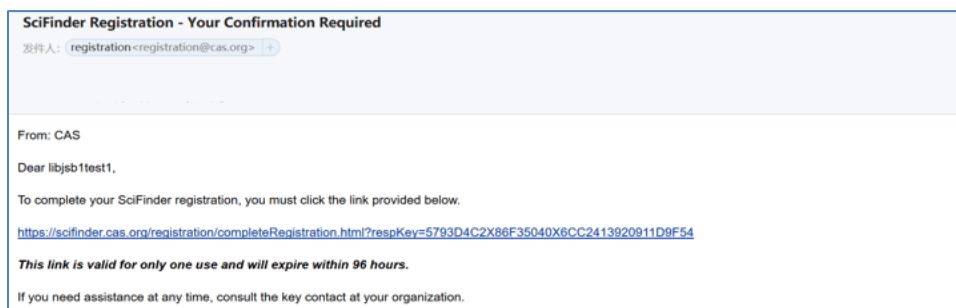
7. Click **Register**.

A message indicates that you will receive a confirmation email from CAS to complete the registration process and activate your new SciFinder username and password.

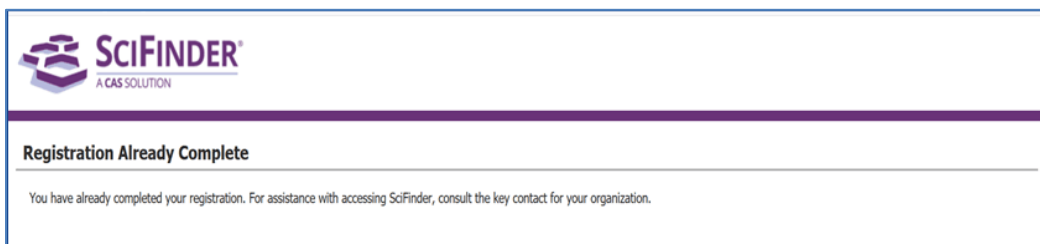


If you have not received an email from CAS within 30 minutes of submitting your registration form, make sure your email software is set to allow email from both registration@cas.org and passwordreset@cas.org. SciFinder users who have implemented a global email spam filter will need to add these email addresses to their "approved sender" list.

8. Click the link in the email to complete the registration process. A confirmation message is displayed.



9. Click the link in the confirmation page to begin working with SciFinder.



Note: You are prohibited to register for SciFinder from off-campus including VPN. For questions about using SciFinder, please contact the CAS Beijing office at china@acs-i.org or call 010-62508026.

To bookmark the SciFinder login page, click on Bookmark this page while the login page is displayed. You will need to edit the bookmark so that only the "base URL", <http://scifinder.cas.org> or <https://scifinder-n.cas.org>, is saved in the bookmark.