Using DMPonline with Royal Holloway Single Sign-On Credentials

dmponline.dcc.ac.uk

When you first visit DMP Online, you’ll need to sign up.

Under the Sign in button, there is a link inviting you to sign in with your institutional credentials. However, if you try to do this without first signing up via DMPonline’s own interface, you’ll find it won’t work.

Instead, click the plus sign to expand the Sign up pane.

Complete the Sign up form with your email address, organisation, and a password of your choice. The password can be anything you like (as long as it’s at least eight characters long) - though for security reasons, you should avoid using the password associated with your College username.

Now check the box to accept the terms and conditions, and click the Sign up button. You should then be prompted to visit your email account to confirm the registration.

Check your email, and find the confirmation message from DMPonline.

Click the Confirm my account link.
Return to DMPonline. You now need to log in again, using the password you’ve just created.

Enter your details in the Sign in pane, and click the Sign in button.

The first time you log in, you’ll be taken to your profile page. Here, you’re given the option of linking your DMPonline account to your institutional credentials. After you’ve done this, you can log in with your Royal Holloway username and password.

You’ll also be invited to edit your profile. You can add your name and, if you have one, your ORCID number.

If you later leave Royal Holloway, you can unlink your credentials – an option to do this will appear on your profile page.

Next time you visit DMPonline, click the Or, sign in with your institutional credentials link.

This will take you to a page which allows you to select your institution, and then to the Royal Holloway Single Sign-On screen.