

To successfully access from off-campus Ritter Library's OhioLINK-supplied databases, be sure to follow the procedures outlined below for remote authentication:

1. On the database list page, click on the link that says:  
**Click here for off-campus access via OhioLINK/OPAL remote authentication form**
2. On the Institution Selection Form, select Baldwin-Wallace as your institution and submit.
3. On the OhioLINK Authentication Form enter your full name in the format shown: last name followed by first name (e.g. Smith Jane)
4. For your barcode number, enter the 7-digit Colleague number printed on your B-W ID card.
5. You should see "Authentication successful". You will then be taken to a list of all OhioLINK databases, where you can select and open the database(s) you wish to search.

If you receive an error message while authenticating, try the list of Frequently Asked Questions. This link provides much information on user system requirements and compatibility for remote access.

To access **Business and Company Resource Center** from off-campus, enter your B-W Campus Network username (typically your first initial followed by the first seven letters of your last name). A password is not required.

For more information, contact the Reference department at 440-826-2206.