

## Logging into the Copyright Management System

When you access the Copyright Management System, you will be presented with the following screen which will require that you log into the system with a User Name and Password.



# Copyright Management

Welcome to Fanshawe College's copyright management system.

Please sign in to submit and view copyright requests.

User Name:

Password:

Remember me.

Your **User Name** precedes your @fanshawec.ca or @fanshaweonline.ca email address. For example: the User Name would be **jsmith** if the email address was jsmith@fanshawec.ca

Your **Password** is the password that you use for your @fanshawec.ca or @fanshaweonline.ca email address.

By checking **Remember me**, the system will remember your login information and associate it with your computer so that you won't have to enter your username or password each time you access the system.

After entering your Username and Password, click **Sign In** to access the system.

If you are having difficulties logging into the Copyright Management System, please contact the IT Help Desk at 519.452.4430 x4357 or helpdesk@fanshawec.ca.