If your institution has a subscription for PsychiatryOnline, you have the option to access your institution’s subscriptions remotely (off-site) via your computer or mobile device. Below are steps to guide you through the process of both setting up a MyPOL account to manage your paired devices and pairing a device with your institution.

**MyPOL Account Setup**

In order to pair a device, you must have a personal MyPOL account. Signing in to your MyPOL account also allows you to manage your paired devices and pair other devices if desired. You can create a MyPOL account by completing the following steps.

1. Select “MyPOL” on the top right on the PsychiatryOnline site menu.

2. On the next screen select “Register Now”.

3. Fill out the New User Registration form on the next page. Any field marked with an asterisk (*) is a required field. Once this is complete hit submit.

4. The next screen shows that your account has been created, but you must verify your email before your My POL account is completed. An email will be sent to the email associated with your MyPOL account and you must click the verification link within that email to complete your MyPOL account setup.
Pairing Your Device

**Institutions using OpenAthens authentication:** Please note that this feature is designed to provide institutional customers that do not currently have a remote solution implemented. If your institution provides access through OpenAthens, you will continue to authenticate using that method for remotely accessing PsychiatryOnline.

1. Using the device you wish to pair, navigate to the subscribed content that you would like to access remotely. **What you see will differ depending on whether your browser is displaying the desktop version versus the mobile version of the site.**
   a. **Desktop** – After navigating to the content that you would like to access remotely, scroll until you see the gray box titled “Your Access Options.” Under the “Access through your institution” heading, enter your institution email address and select continue.
b. **Mobile** – Browse the mobile interface to the desired content you wish to access remotely. You will see a white box titled “Authorization required to access Full Text.” Select the “Pair Device” button. On the following page, enter your institution email in the entry field, and then click continue.

2. Next, enter a unique name for the device you wish to pair and then request the authorization email by selecting the button titled “Send authorization email to pair this device.”
3. The next screen displays a confirmation message which notifies you that an authorization link to pair this device has been emailed to you. If you do not receive an email for device pairing within 5 minutes, please click on the button titled “Resend Email.”

4. From the same device, locate the email sent to you from psychiatryonline@psych.org and click on the link therein to complete pairing. Please note that the link will expire after 10 minutes. If this occurs, you will need to reinitiate the pairing process from Step 1.

5. You will receive confirmation of successful device pairing along with details of the duration that your device will be paired. To return to the content from which you initiated the pairing process, select the “Access Content” button.
Note: If you completed the pairing process on a different device from which you started, please return to the initial confirmation page on the original device and select the button titled “Received email and clicked link.” This will allow you to return to the content from which you started.

6. After successful pairing of a device, you have immediate access to your institution’s subscriptions. To access subscription content at a later date, you must sign in to your MyPOL account. Signing in also allows you to manage your paired devices and pair other devices if desired.