

APA Style CENTRAL

Troubleshooting Tips

Having difficulties logging into APA Style CENTRAL?

This presentation will help you to quickly find an answer to the most common Login Questions.

Click on the appropriate arrow when prompted to help you find an answer to your question!

Initially, we suggest that you *always* start at the OCLS Home Page

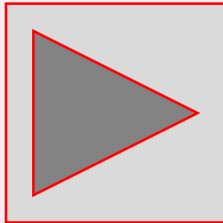
www2.indwes.edu/ocls

to get into APA Style CENTRAL.

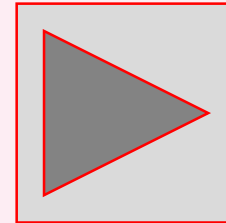
This may solve any difficulties
you have!

Can you get to APA Style CENTRAL at all?
(Hereafter, APASC to conserve space)

YES

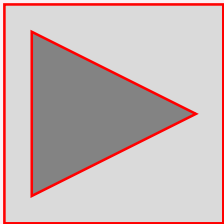


NO

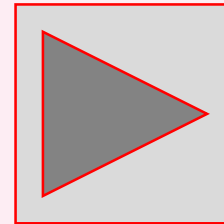


Can you get into the
APA Style CENTRAL Writing section?

Yes

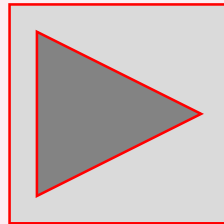


No



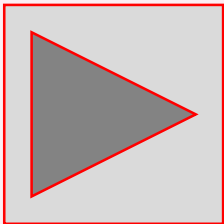
GREAT!

You can write or access your saved papers!

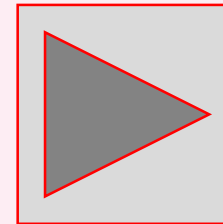


Have you created a separate APA style CENTRAL Login
to enter the Write Section?

YES

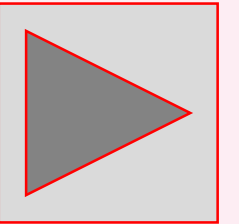


NO



Use ONLY the APASC Login and NOT the Portal or Library Login!

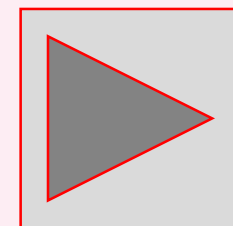
- **Forget your APA Style CENTRAL Login?**
- Follow these steps:
 - Click on “Forget Your Password?”
 - Create Your OWN UNIQUE APASC Login.
 - You are taken to an American Psychological Association page to create your password. **That’s ok.**
 - When you have created your password, **exit** the American Psychological Association page.
 - Go back to the OCLS Homepage to log into APASC.
- **ALWAYS use a password you will remember and/or write it down!**



Create a Unique APASC account

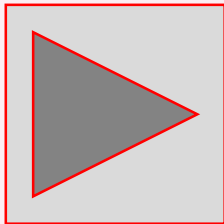
- Use a working email address—this is an easy Username.
- USE A PASSWORD YOU WILL REMEMBER. ALSO WRITE IT DOWN.

THIS IS **NOT** THE SAME AS YOUR IWU PORTAL,
LEARNING STUDIO, OR LIBRARY ACCESS INFORMATION!

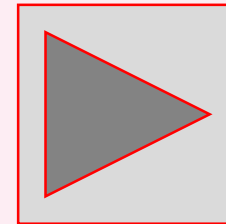


Can you get into any other OCLS database except APASC?

YES, but APASC
won't work!

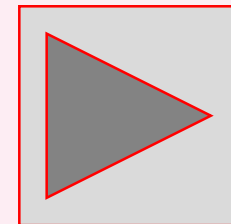


NO



YES, but APASC won't work!

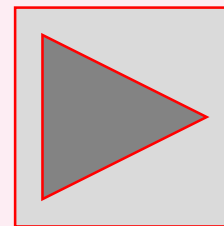
- Use only the Chrome, Firefox, or Safari web browsers.
- Do NOT use Internet Explorer (IE) or Microsoft Edge.
 - Microsoft browsers do NOT work with APASC.
 - Your computer will Lock up!
- Do NOT bookmark APASC or add to your Favorites.
- Do NOT auto save your login information to your computer.
- Do NOT check mark the “Keep me logged on” option.
- DO clear the cookies from your computer.



No, I cannot get into any database!

- Use your MYIWU Portal Login to try to get into another database such as CINAHL or Business Source Complete.
- OR use the alternative login: Your Last name and 14 digit Library # to log into another database.
- Still can't get into any database?

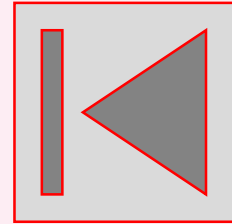
Contact OCLS about your Library access



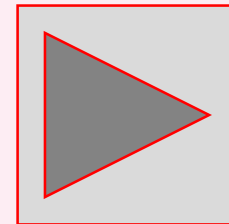
These slides
have covered the common “problems” and questions
about APA Style CENTRAL.

Hopefully they have answered your questions!

If you would like to start over to see other options:



If your questions have been answered:



Welcome to APA Style CENTRAL!

- You will find APASC a very useful tool to help you properly format your papers in APA Style.
- While you can NOT import or upload papers into APA Style CENTRAL, you CAN store papers you have created and work on them anytime in a secure environment.
- Your papers can be easily downloaded by simply emailing them to yourself as a WORD Document (not PDF) Format.

Always feel free to contact OCLS anytime you have questions:

800.521.1848

Email Request form: <http://www2.indwes.edu/forms/request.aspx>

Email: ocls@indwes.edu

OCLS Home page: <http://www2.indwes.edu/ocls>