

HOW TO MANUALLY AUTHENTICATE THE OIV

In order to manually authenticate the Offline Image Viewer you must have logged into your ARTstor account within the last 120 days. If you have, please skip to the section called "OIV manual authentication"

ARTstor Digital Library account authentication

1. Log into ARTstor through the Harvard proxy server
<http://www.artstor.org.ezp-prod1.hul.harvard.edu/index.shtml>
2. On the ARTstor main page click on the "ENTER HERE" button.
3. Click on the **Log In** link under "Welcome to ARTstor"
4. Enter in your e-mail address and password and click on "LOG IN".

Once you have completed this process you should be able to manually authenticate your OIV.

OIV manual authentication

1. Open up OIV
2. Go to the **Help** menu and select the option "Authenticate OIV"
3. Click on the "Authenticate Now" button
4. Enter in your full Harvard E-mail address and ARTstor password in the appropriate fields and click OK.
5. On the confirmation page of the re-authentication click OK. You will receive a confirmation that the certificate has been updated successfully.