



Funding Institutional User Registration guide



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Funding Institutional

User Registration Guide

<https://www.fundinginstitutional.com>

Welcome to Funding Institutional. This simple step-by-step guide will walk you through every step of accessing Funding Institutional within your institution's IP range ("IP access").

IP Access

Note: Make sure that you are within the institution's IP range when logging in.

To get started with Funding Institutional, go to www.fundinginstitutional.com

- In order to use Funding Institutional, you must first create an Elsevier account by registering. Once registered, you may then log into funding Institutional.
- If you already have an Elsevier account with another product, such as Scopus, you may use the same login credentials to log into Funding Institutional.

1. ScienceDirect/Scopus/Scival Users

1 Login using your existing Scopus, ScienceDirect or Scival Username and Password

2 If you forgot your Username or Password, click **Forgotten your username or password** to reset your login credentials.

The screenshot shows the login interface for Funding Institutional. It features a 'Sign in' heading, two input fields for 'Email/Username' and 'Password', a 'Remember me' checkbox, and a 'Sign in >' button. A 'Forgot your username or password?' link is located below the password field. A 'Don't have an account yet? Register now.' link is positioned at the top right. Three numbered callouts are present: callout 1 points to the 'Email/Username' field, callout 2 points to the 'Forgot your username or password?' link, and callout 3 points to the 'Register now.' link.

2. New Users

3 Click the **Register Now** button.

4 Fill in your details and click **Register**

Register

Registering allows you to save searches and customize email alerts to keep up to date with newly added opportunities.

* Required fields

* Title

* First name

* Last name

* Please select your role * Please select a subject area

This will also be your username

* Email address

Password [Guidelines](#)

* Confirm password

I have read and understood the [Registered user agreement](#) and agree to be bound by all of its terms.

I wish to receive information from Elsevier B.V. and its affiliates concerning their products and services.

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Create account >

Funding Institutional

User Registration Guide

<https://www.fundinginstitutional.com>

Welcome to Funding Institutional. This simple step-by-step guide will walk you through every step of accessing Funding Institutional remotely using the registration link provided to you.

Remote Access

1. Click the Registration URL

Registration IDs allow you to associate your Funding Institutional Username with a new organization and thus access features and content to which that organization has access. As a first step, please enter your Registration ID and Registration password below, then click the Validation button.

Note: Registration links are unique and they can only be used once.

Go to the

<https://www.fundinginstitutional.com/registration>

After filling in the Registration Id and Password, you will be redirected to either Login or User Registration Process

To be able to register outside the network of your institution, please fill in the provided registration id and password.

* Required fields

* Registration Id

* Password

Validation >

2. ScienceDirect/Scopus/Scival Users

1 Login using your existing Scopus, ScienceDirect or Scival Username and Password

2 If you forgot your Username or Password, click **Forgotten your username or password** to reset your login credentials.

The screenshot shows a 'Sign in' form with the following elements:

- 1**: A box around the 'Sign in' title and the 'Email/Username' and 'Password' input fields.
- 2**: A box around the 'Forgot your username or password?' link.
- 3**: A box around the 'Don't have an account yet? Register now.' link.

Other visible elements include a 'Remember me' checkbox and a 'Sign in >' button.

3. New Users

3 Click the **Register Now** button.

4 Fill in your details and click **Register**

Register

Registering allows you to save searches and customize email alerts to keep up to date with newly added opportunities.

* Required fields

* Title

* First name

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* Please select your role * Please select a subject area

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