Register with Digital Collection Gateway

After you have enabled WorldCat Sync on your CONTENTdm Server, you can register with the Digital Collection Gateway.

Register with the Digital Collection Gateway

1. Open CONTENTdm Administration.
2. Click the Server tab.
3. Click Harvesting. The Server Harvesting page displays. If the server has not been registered with the Digital Collection Gateway, a registration prompt displays.
4. Click Register. The WorldCat Digital Collection Gateway Registration page displays.
5. Enter your registration information. All fields are required.
   - **E-mail address**: Provide an e-mail address that can be used by Support staff as a contact for the Digital Collection Gateway account or the CONTENTdm Server associated with the account.
   - **Note**: If you have previously created an OCLC LDAP account associated with this e-mail address, you must enter the OCLC LDAP account User ID and Password. This gives that User ID privileges for the Digital Collection Gateway.
   - **User ID**: Create a User ID for the Digital Collection Gateway. There is one User ID allowed per CONTENTdm Server, so you will need to share the User ID if more than one person will use the Digital Collection Gateway.
   - **Password**: Enter the password for the User ID (at least four alphanumeric characters).
   - **OCLC Symbol**: Enter your institution’s OCLC symbol. You can look up the symbol by searching for your institution at www.oclc.org/contacts/libraries.
   - **Phone Number**: Enter the phone number that can be used by Support staff as a contact for the Digital Collection Gateway account or the CONTENTdm Server associated with the account.
   - **Repository Name**: The repository name is currently not used but may be used as a display name for your CONTENTdm Server.
   - **Repository URL**: This is the URL of the OAI repository on your CONTENTdm Server. It was supplied by your CONTENTdm server when you clicked the Register button in CONTENTdm Administration Server Settings.
   - **CONTENTdm License Key**: This is your CONTENTdm license key. It was supplied by your CONTENTdm server when you clicked the Register button in CONTENTdm Administration Server Settings. Your license key is viewable in CONTENTdm Administration by clicking the Server tab and then clicking About.
6. Click Register. You are logged in to the Digital Collection Gateway, and the Collection List displays. (If you have pop-ups disabled, you may be returned to the CONTENTdm Administration Server Settings page. Then click the Login link to go to the Digital Collection Gateway.)