Sign in to Record Manager

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Learn how to sign in to WorldShare Record Manager and find your WorldShare URL.

Sign in to the WorldShare interface

1. In your browser, enter the WorldShare URL for your library. Your WorldShare URL will have the following format: https://yourcustomWorldShareURL.share.worldcat.org/wms. Replace yourcustomWorldShareURL with the WorldCat registry ID or configured URL qualifier for your library.

2. On the Sign in screen, enter your User Name and Password.

3. Click SIGN IN.

You can access Record Manager from the Metadata module in your WorldShare interface.

Find a forgotten WorldShare URL

1. Go to the Sign in to OCLC Services page and select WorldShare Management Services, WorldShare Metadata Services, or WorldShare Interlibrary Loan.

2. Search for your institution with your OCLC symbol, institution name, or zip code. Select your institution from the list and click Continue.

3. Enter your User Name and Password.

4. Click Sign In.

5. Bookmark or write down your WorldShare URL.
   - Use the format: https://yourlibrary.share.worldcat.org/wms
   - You will need to edit your bookmark to match the correct format