

Directions for activation of NYT account for UD students, staff, and faculty

- This process is for NYTimes.com **Group Pass new account activation or account renewal** only.
- Once activated, simply go to [NYTimes.com](https://www.nytimes.com) to log in.
- Mobile device information at end of document.

PLEASE NOTE: If you have previously registered for a free NYT.com account (provides access to only 10 articles) make sure that you are not logged in to that account before registering for NYT Group Pass access. If your name appears in the upper right of the screen and you have never activated NYT Group Pass before, you have likely been automatically logged in under a previously existing free account. You **must** log out of this account before activating your NYT Group Pass account.

Step 1: Go to the Library's NYT information page: <https://library.udel.edu/databases/nytdigital/> and click on "NYT GROUP PASS", at the top of the page. (This is the only time you will need to use the Library's information page – when registering for the first time or when renewing your account each year. The Library provides full NYT Group Pass access to current students, staff and retirees of the University of Delaware.

The screenshot shows the top navigation bar of the University of Delaware Library website. On the left is the University of Delaware Library logo. The text "UNIVERSITY of DELAWARE Library" is displayed. On the right, there are links for "UD Home", "A-Z Index", "Maps", "People", and "My UD". Below this is a secondary navigation bar with "Research Tools", "Collections & Services", "About the Library", and "Ask the Library" (with a chat icon).

New York Times (NYTimes.com)

Connect to Resource

Related Resources

[Newspapers](#)

To use New York Times (NYTimes.com), you must register at [NYT Group Pass](#) and provide your University of Delaware e-mail to complete registration. Once your registration is confirmed, click on the "Connect to Resource" button above, then Sign In to use New York Times (NYTimes.com) from anywhere.


The New York Times online includes the same articles and feature text and images that appear in the print edition, but also an array of additional resources including images, videos, audio, graphics, and data content.

Coverage: Limited access to 1923-1980; Full access from 1981 to the present

New York Times articles and indexing is also available from:

If off-campus, you will be prompted to log in to CAS.

<https://cas.nss.udel.edu/cas/login?service=https%3a%2f%2flogin.udel.idm.oclc.org%2flogin%3fqurl%3dezp.2aHR0cHM6Ly9lem15YWNjb3VudC>

 **UNIVERSITY of DELAWARE**

Central Authentication Service (CAS) [Help](#)

Login with your username
Username is either your UDeNet ID or your email address.
[More help.](#)

Username:

Password:

[Forgot your Username or Password?](#)

...or with your UD ID
UD ID is your University identifier. All employees, students, and alumni have a UD ID. [More help.](#)


UD ID:

PIN:


[Forgot your UD ID or PIN?](#)

Some systems may not be available between approximately 1:00 a.m. and 1:30 a.m. EST Monday - Saturday, and between 3:30 a.m. and 7:30 a.m. EST on Sundays due to system maintenance.

University of Delaware • Newark, DE 19716 • USA
Phone: 302-831-6000 • www.udel.edu/help



Step 2: If you are new to NYTimes.com and have not registered on the NYTimes.com website before, select “Create account.” If you have previously registered at NYTimes.com with your UD email address, select “Log in here.”

 **NYTimes.com Pass**

Welcome to The New York Times

Your organization has provided you with an NYTimes.com Pass, which gives you complimentary access to NYTimes.com and NYT apps.*

To claim your pass, start by creating a free NYTimes.com account.

Already have an account? [Log in here »](#)

* Does not include e-reader editions, Premium Crosswords, Times Insider or The New York Times Crosswords apps. NYTimes apps are not supported on all devices. Access to archived articles within the date range 1923-1986 is limited. You must have a valid email address from a participating organization. Other restrictions may apply.

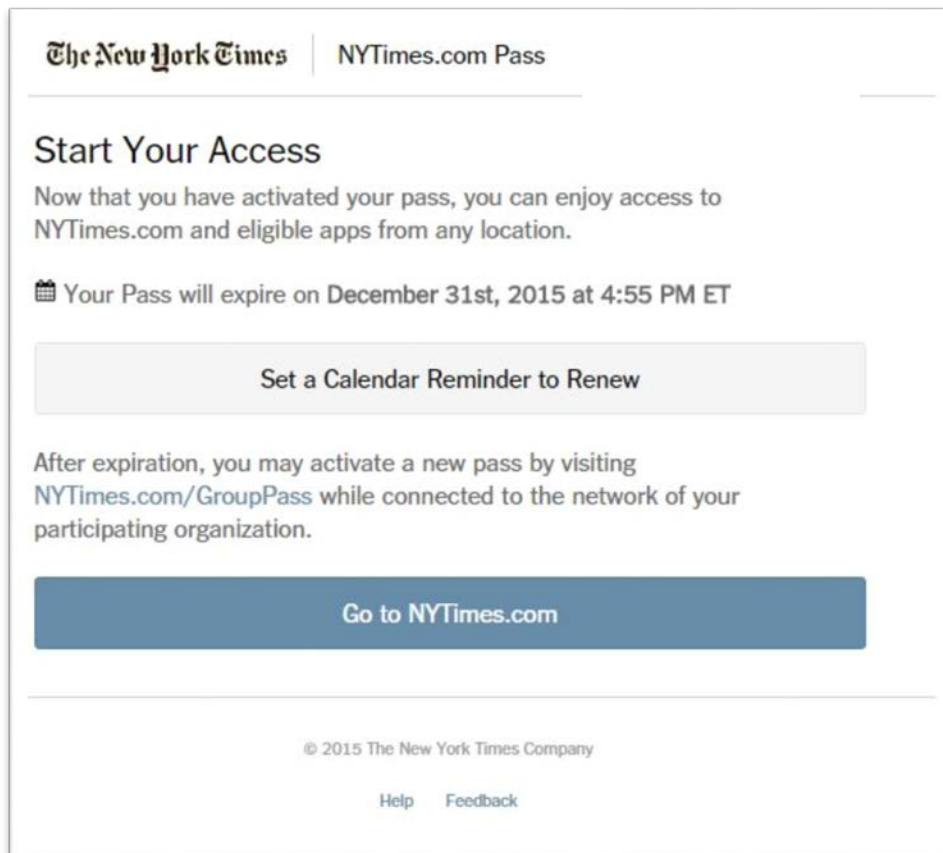
[NYTimes.com Pass Troubleshooting Guide](#)

Need help?

Step 3: Create a new account on NYTimes.com by entering in your UD email address as username, and creating a password.

The screenshot shows the 'Sign Up' page for NYTimes.com. At the top, it says 'The New York Times | NYTimes.com Pass'. Below this is the 'Sign Up' heading and a link for users who already have an account. The form includes three input fields: 'Email Address', 'Password', and 'Retype Password'. Below these is a section for user type with radio buttons for 'Student', 'Faculty/Staff/Administrator', and 'Other/Non-Academic'. There is also a dropdown menu for 'Expected Graduation' and an 'Alternate Email Address' field. A note explains that an alternate email address allows for continued communication if the user leaves their current school. A blue 'Create Account' button is positioned below the form. At the bottom of the page, there are links for 'Terms of Service', 'Privacy Policy', and 'NYTimes.com Pass Troubleshooting Guide', along with a 'Need help?' section containing an 'Email Customer Care' button. The footer includes the copyright notice '© 2015 The New York Times Company' and links for 'Home' and 'Feedback'.

Step 4: After creating an account, you will be advanced to the screen below. **Click on the blue button “Go to NYTimes.com” to start your pass.** *An expiration date and time will be shown.* This is the date and time that your NYT account will expire – 1 year from the activation date. After 1 year you will need to renew your account by repeating steps 1-3. Clicking on the calendar reminder feature will place an event reminder on your Google calendar. This action is *not* required, but you will then need to remember the expiration date in some other manner.



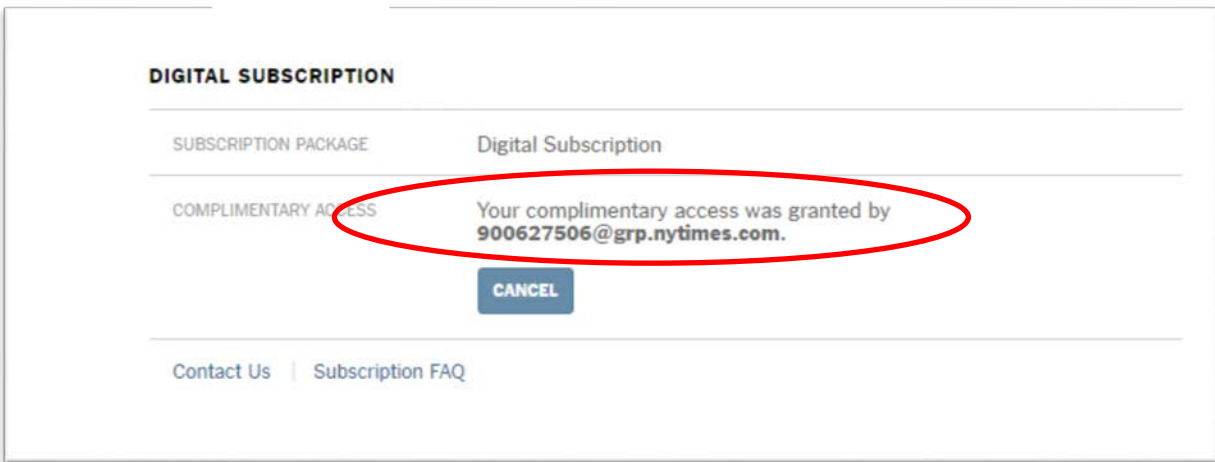
The screenshot shows a web page for 'The New York Times | NYTimes.com Pass'. The main heading is 'Start Your Access'. Below this, it says 'Now that you have activated your pass, you can enjoy access to NYTimes.com and eligible apps from any location.' A calendar icon is followed by the text 'Your Pass will expire on December 31st, 2015 at 4:55 PM ET'. There is a light grey button that says 'Set a Calendar Reminder to Renew'. Below that, it says 'After expiration, you may activate a new pass by visiting NYTimes.com/GroupPass while connected to the network of your participating organization.' At the bottom of the main content area is a large blue button that says 'Go to NYTimes.com'. The footer contains the copyright notice '© 2015 The New York Times Company' and links for 'Help' and 'Feedback'.

Step 5: See NYTimes.com home page. Do not sign out so that NYTimes.com remembers your personal credentials on your personal device. **Note:** if working from a public computer, please **do** sign out. Your NYT account may be signed in directly at NYTimes.com from any computer using same email and password. No need to go through the Library's information page again.



Step 6: Final – confirmation that you have a pass associated with The University of Delaware Library account access.

If you go into the “My Account” page located under the username, you will see under DIGITAL SUBSCRIPTION that you have “complimentary access granted by 900627506@grp.nytimes.com”.



Note: Selecting “cancel” will detach your account from the University of Delaware Library main group pass account that provides UD affiliated users with unlimited access to NYTimes.com. The account will revert to providing access to only 10 articles from NYTimes.com.

NYT MOBILE APP Access Instructions:

For any New Pass Activations via “Create Account” or “Log in here”:

- From your personal device’s web browser, go to www.NYTimes.com/Mobile and select the app that matches your smartphone model or tablet model to download the app. After downloading, follow the same steps described in 1-7.

For existing pass holders who activated a pass prior to November 1, 2015 and would like to use a NYT mobile app:

- Go to NYTimes.com’s My Account page (see step 6), select “cancel” and then logout of NYT.com.
- Repeat steps 1-4, but at step 2 select “Log in here” to obtain a new pass with a new 2017 expiration date.
- From your personal device’s web browser, go to nytimes.com/mobile and select the app that matches your device. Log in with the same credentials for unlimited access to the NYT mobile app.