

OFF-CAMPUS ACCESS / REMOTEXs



RemoteXs is a Single-Window Platform
which allows users to access &
download all subscribed e-Resources
of the Johannes Zimmermann Library
anytime and anywhere away from ACI
campus.



RemoteXs has enabled all leading institutions (academic or research) in optimising usage of the precious eResources and nurturing research interests of faculty and their students



RemoteXs has an ability to provide secured access to scattered eResources of the institution, bringing them under one umbrella, along with subscribed eJournals, eBooks and all other eContent, from anywhere

When to use the off campus account (RemoteXs)

Members of the ACI community can use this account:

- ▶ as an off-Campus service to access the ACI electronic resources when not on the ACI Wifi;
- ▶ when on campus but using one's own source of internet ie MTN, Vodafone etc.
- ▶ **But** when on the ACI network, accessing the resources through off-campus will not be necessary since all the resources are available on the <https://aci.libertyasp.co.uk/library/libraryHome.do>

URL for off-campus access login

<https://aci.remotexs.co/user/login>

STEP 1

The screenshot shows the Akrofi-Christaller Institute website. The browser address bar displays 'aci.edu.gh'. The website header includes the institute's logo and name, 'Akrofi-Christaller Institute of Theology, Mission & Culture'. A search bar is located in the top right. Below the header, there is a navigation menu with the following items: HOME, ACI, ACADEMICS, RESEARCH, CONT. EDUCATION, PEOPLE, LIBRARY, SUPPORT, UPDATES, and ALUMNI. A red arrow points from the 'Off-Campus Access' link in the top navigation bar to the 'Off-Campus Access' link in the main navigation menu. Below the navigation menu, there is a large banner image of graduates in blue and white gowns. Overlaid on the banner is the text 'Apply Today!' in large red font, followed by '2023 ADMISSIONS (FEBRUARY AND AUGUST)' in smaller red font. At the bottom of the banner, there is a teal button that says 'Application and related forms are downloadable here.' The Windows taskbar is visible at the bottom of the screenshot, showing the search bar, task view icon, and various application icons. The system tray shows the date and time as '08/02/2023 10:26' and the weather as '29°C Sunny'.

Off-Campus Access link on the ACI website

STEP 2

Do self registration(this is done once)

The screenshot shows a web browser window with the URL aci.remotexs.co/user/login. The page header includes the Akrofi-Christaller Institute logo and the text: "Welcome to Akrofi-Christaller Institute of Theology, Mission and Culture Library. Connecting patrons to library resources". A large background image shows a building with a tree. A modal window is open with a success message: "Your password reset request has been accepted. Please check your email for further instructions." Below this is a "Log In" form with fields for "E-mail Address" (containing "mhodzi@aci.edu.gh") and "Password" (masked with dots). There is a "Forgot Password?" link and a "Log In" button. A "Register a new account" link is visible at the bottom right of the modal. A red arrow points from the text "Do self registration" to the "Register a new account" link. The Windows taskbar at the bottom shows several open documents and system information: Desktop, 26°C Mostly clear, ENG INTEL, 19:41, 17/01/2023.

STEP 3

Fill registration form & click on create account

The screenshot shows the registration page for the Akrofi-Christaller Institute of Theology, Mission and Culture Library. The page features a header with the institute's name and logo, and a background image of a large tree. The registration form is divided into several sections:

- E-mail ***: A text input field with a red arrow pointing to it.
- User Profile Image**: A section with a "Choose File" button and an "Upload" button.
- RemoteKs**: A section with "First Name *" and "Last Name *" text input fields, and a "User Categories *" dropdown menu.
- Optional**: A section with a "Select a value" dropdown menu.
- Application Details**: A section with a text area for additional information.
- Terms and Conditions**: A section with a checkbox for "I agree" and a "Read the terms and conditions here" link.
- CAPTCHA**: A section with a CAPTCHA image and a text input field for the answer. A red arrow points to the "Create new account" button below this section.

The "Create new account" button is a blue button located at the bottom of the registration form. The browser's address bar shows the URL "acu.remoteks.co/user/register". The Windows taskbar at the bottom shows the system tray with the date and time "15/02/2023 10:55".

IF USER IS SUCCESSFUL WITH STEP 3

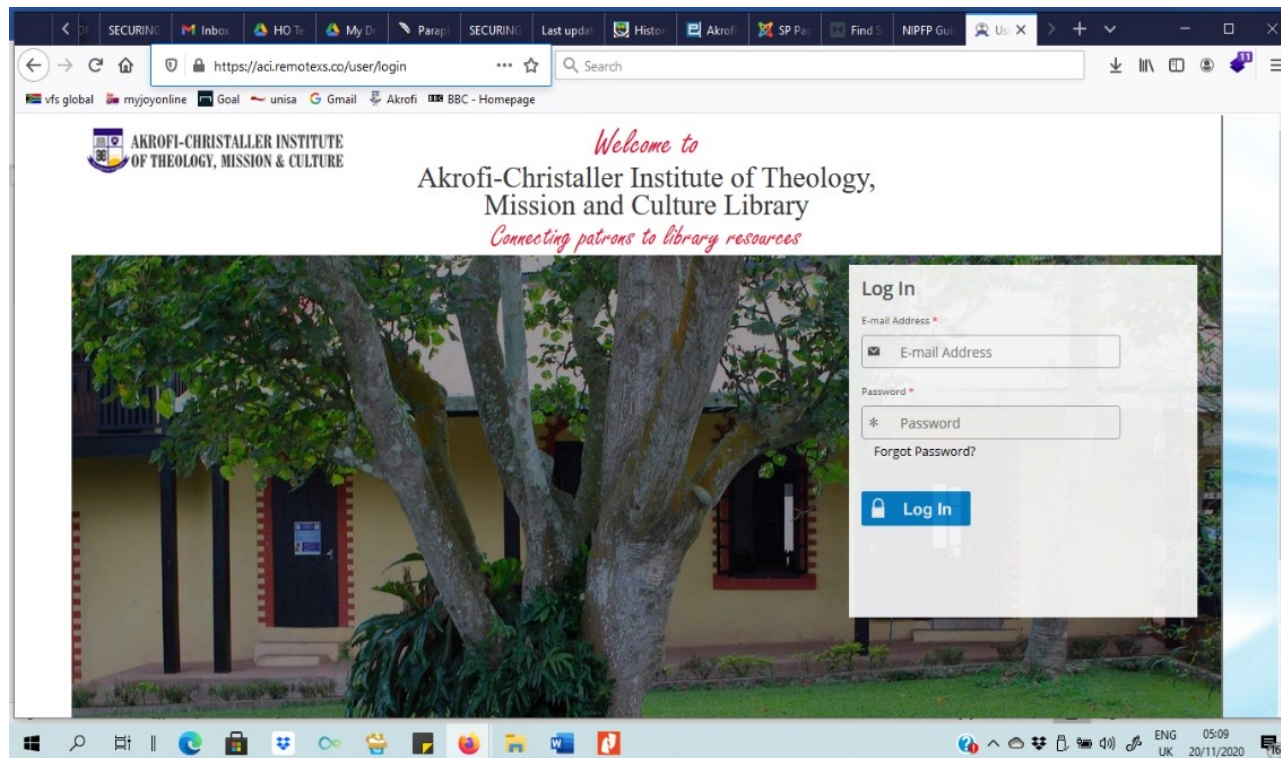
A password reset request will be sent to your ACI email for you to create your preferred password

PLEASE CLICK ON THE LINK IN YOUR INBOX AND RESET YOUR
PASSWORD.

PLEASE NOTE:

- Your password should be word(s) or phrase you can always remember
- Should be a minimum of 8 characters long and should have the following:
 - 1. At least one capital letter
 - 2. At least one small letter
 - 3. At least one special character
 - 4. At least one numeral

LOGIN INTERFACE



Subsequent times you login in with your ACI **e-mail** and with the password you created

FORGOTTEN PASSWORD

AKROFI-CHRISTALLER INSTITUTE
OF THEOLOGY, MISSION & CULTURE

Welcome to
Akrofi-Christaller Institute of Theology,
Mission and Culture Library
Connecting patrons to library resources

Log In

E-mail Address *

✉ E-mail Address

Password *

* Password

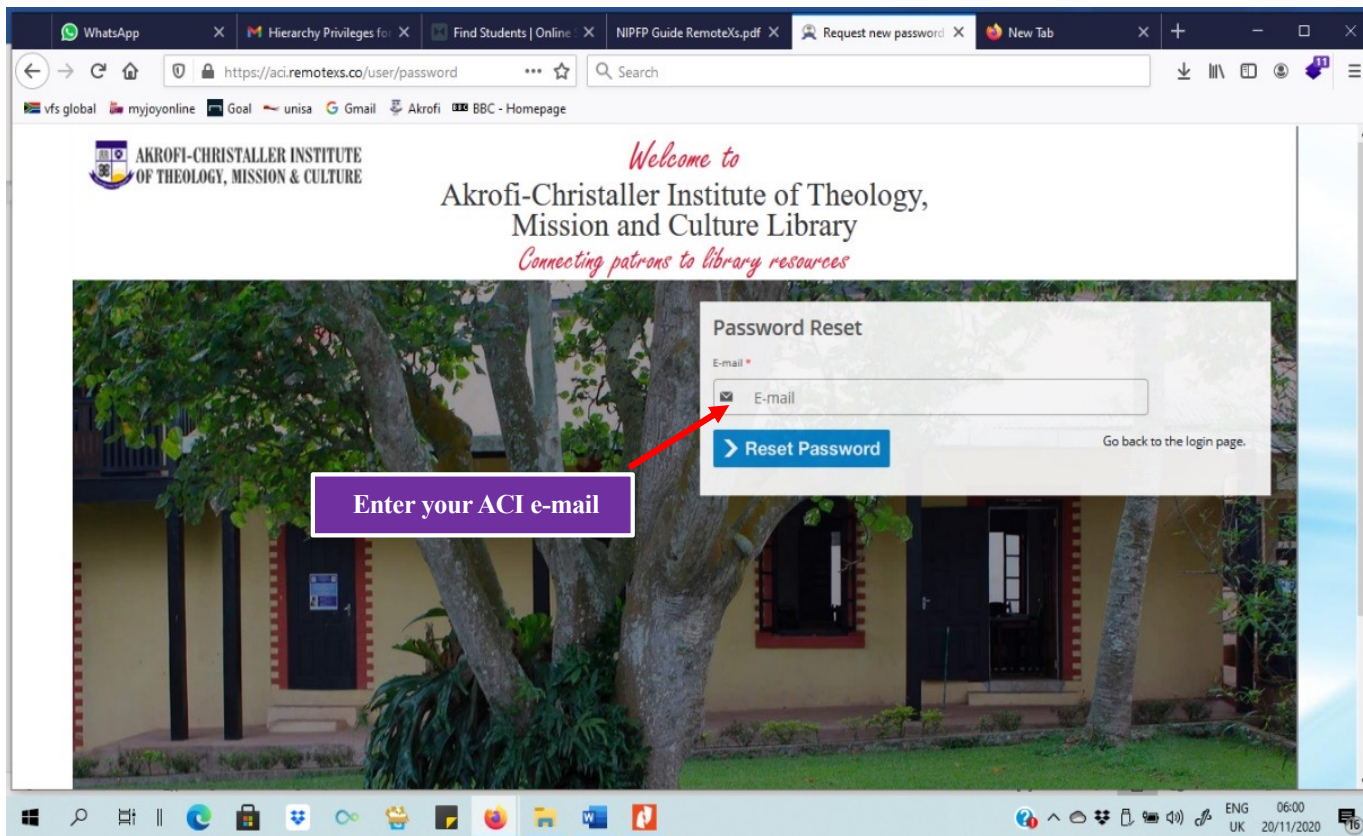
[Forgot Password?](#)

Log In

Click on forgot your password tag

Click on the link above anytime you forget your password

FORGOTTEN PASSWORD (2)



The screenshot shows a web browser window with the URL <https://aci.remotexs.co/user/password>. The page header includes the Akrofi-Christaller Institute logo and the text "Welcome to Akrofi-Christaller Institute of Theology, Mission and Culture Library". The main content area features a "Password Reset" form with an "E-mail" input field and a "Reset Password" button. A red arrow points to the "E-mail" input field, and a purple callout box with the text "Enter your ACI e-mail" is positioned below it. The background of the page shows a photograph of a building with a large tree in front.

AKROFI-CHRISTALLER INSTITUTE
OF THEOLOGY, MISSION & CULTURE

Welcome to
Akrofi-Christaller Institute of Theology,
Mission and Culture Library
Connecting patrons to library resources

Password Reset

E-mail *

[Reset Password](#) [Go back to the login page.](#)

Enter your ACI e-mail

Enter your ACI e-mail Address & Click on **Reset Password**

E-Resources Interface

The screenshot displays the Akrofi-Christaller Institute of Theology, Mission and Culture Library's E-Resources interface. The browser address bar shows the URL <https://aci.remotexs.co/database>. The page header includes the institute's name and a navigation menu with options: Home, E-Resources, Tutorials, Feedback, and User Profile. A search bar is present with a dropdown menu set to 'Available Content (E-Databases, E-Journals, E-Books, Tutorials)' and a 'Go' button. Below the search bar, there is an 'A-Z Databases' section with an alphabetical index (0-9, A-Z, All) and a 'Filter by Title' input field with 'Go' and 'Reset' buttons. A table lists the available databases:

Database Title	Category	Action
★ AGORA	E-Databases	View Details
★ BIOONE	E-Databases	View Details
★ Cambridge University Press	E-Databases	View Details

On the right side of the interface, there is a 'Google Scholar' link, an 'Access via RemoteXs' button with instructions to drag it to the bookmarks bar, and an 'Announcements' section dated 'Sep 12 2020' titled 'RemoteXs Launch' with the text: 'Our online resources are available 24 hours a day from wherever you are via New RemoteXs service.'

After successfully completing these steps, user will be presented with interface for ACI e-resources

Contact

- ▶ For further assistance please contact the ICT unit or the JZ Library team

- ▶ ict@aci.edu.gh

- ▶ jz.library@aci.edu.gh

THANK YOU

