



## Frequently Asked Questions about Access to the Online Journals

### 1. My institution has a subscription to the SAE International's scholarly journals, but I cannot see the articles. I'm prompted for a username and password. Why is this happening?

When this happens, the IP address for your machine is not being recognized by our online subscription service. This failure is caused by one of three things:

- Your institutional subscription has not yet been activated
- The person who "activated" the online subscription did not register all IP addresses for your institution
- The person who "activated" the online subscription does not realize that some subnets of your institution are routed through a proxy server

### 2. What should I do?

- Send us [Feedback](#) so we can begin to diagnose the problem.
- Talk to your librarian, and let them know you are having trouble accessing the SAE International scholarly journal(s).

### 3. My library subscribes to the print SAE International scholarly journals, but I can't access them online. Why?

Your institution has not yet subscribed to the SAE International scholarly journals online. Notify your library that you would like access to the journals, and encourage your colleagues to request an online subscription as well.

### 4. Who from my institution can access the SAE International scholarly journals?

The subscription fee allows for unrestricted Internet access at the institution, and is based on the potential number of users. Any user connecting from a registered computer's IP address in your institutional network will be allowed access to the SAE International scholarly journals.



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## 5. What is an Institution?

For the most part, an Institutional Subscription authorizes use at a localized site. A "site" is an organizational unit, and may be academic or nonacademic. For organizations located in more than one city, each city office is considered a different site. For organizations within the same city that are administered independently, each office is considered a different site.

For example, each campus in the State University of New York system is considered a different site, and each branch or office of UpJohn Laboratories is considered a different site.

## 6. How will this work?

When someone attempts to use the SAE International scholarly journals, our server verifies whether the requesting computer is within the list of internet IP addresses provided by a subscribing institution. If it is, the reader will be able to use all those services enabled for institutional readers. For institutional subscribers, there are no usernames or passwords to remember, and there is currently no limit on the number of readers from your institution who may access the journals simultaneously.

If readers want to access the SAE International scholarly journals from computers that are not part of your institutional network (e.g., through dial-in or telnet through a commercial Internet service provider) they can do so only through an individual (not institutional) subscription.

## 7. What subscription packages are available?

Individual Subscribers have access to:

- Tables of contents, abstracts, full-text articles, and the advantage of having password access to SAE International scholarly journals from any computer connected to the Internet.

Institutional Subscribers have access to:

- Tables of contents, abstracts, full-text articles, and the advantage of having instant access at your institution. Access is limited to computers within a range of IP addresses.

## 8. How can I tell if my institution has subscribed to the SAE International scholarly journals?

If your institution has a subscription, when you access the journal(s) on-site, you'll see a button at the top of the journal webpage confirming your institutional access. With institutional access, you'll automatically have access to the journal's publishing information, tables of contents, abstracts, and full-text articles.



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