

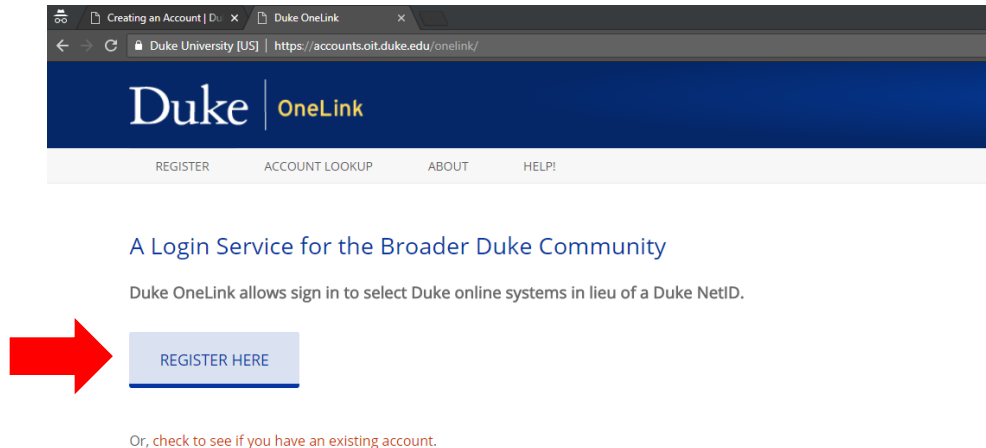
Duke Center for Eating Disorders Website

Creating an Account

This is a two-step process. We know that everyone learns differently. This is a detailed step-by-step guide with screenshots to walk you through the two-step process.

First, you will create a Duke OneLink account.

1. Go to: <https://accounts.oit.duke.edu/onelink/>, and click “REGISTER HERE.”



2. Complete the registration with your information and click “SUBMIT.”

Register to Use OneLink

Enter your details below to request an invitation email. All fields are required.

Legal First/Given Name

Middle Name

Legal Last/Family Name

Email

Birth Date

Have you ever been staff, faculty, an affiliate, or a student at Duke?

Yes

No

I'm Not Sure

3. You will receive an email, which will resemble the language below:

Register for Duke OneLink

Thank you for your interest in Duke's OneLink Service!

Please click on the secure link below to register an account. This link is personal to you and should not be shared with others.

https://accounts.oit.duke.edu/onelink-reg/register?barn=ONELINK_5e149c82...

For more information about the Duke OneLink service, please see the online description at <https://accounts.oit.duke.edu/onelink/about>.


Duke University
Office of Information Technology
334 Blackwell St. Durham, NC 27701
<http://oit.duke.edu/help>
(919) 684-2200


4. Click the link in the email and it will redirect you to a login page. Create a OneLink login using the "Create a new username" column.


Register for Duke OneLink


Hello, John!

Register with an external account

 Register with Facebook

 Register with Google

 Register with LinkedIn

 Register with Yahoo

This option allows you to log in to Duke services with an external account. Duke will only store an account name so we can recognize you in the future.


Create a new username

All fields are required.

Username (OneLink ID)

Password

Confirm Password

Security Question
Choose One 

Answer

- Once you have created your account, you will see the following message with your OneLink ID, and you are ready to login with your OneLink account to the Duke Center for Eating Disorders site!

You're all set!

You have successfully registered. Your registered account is:

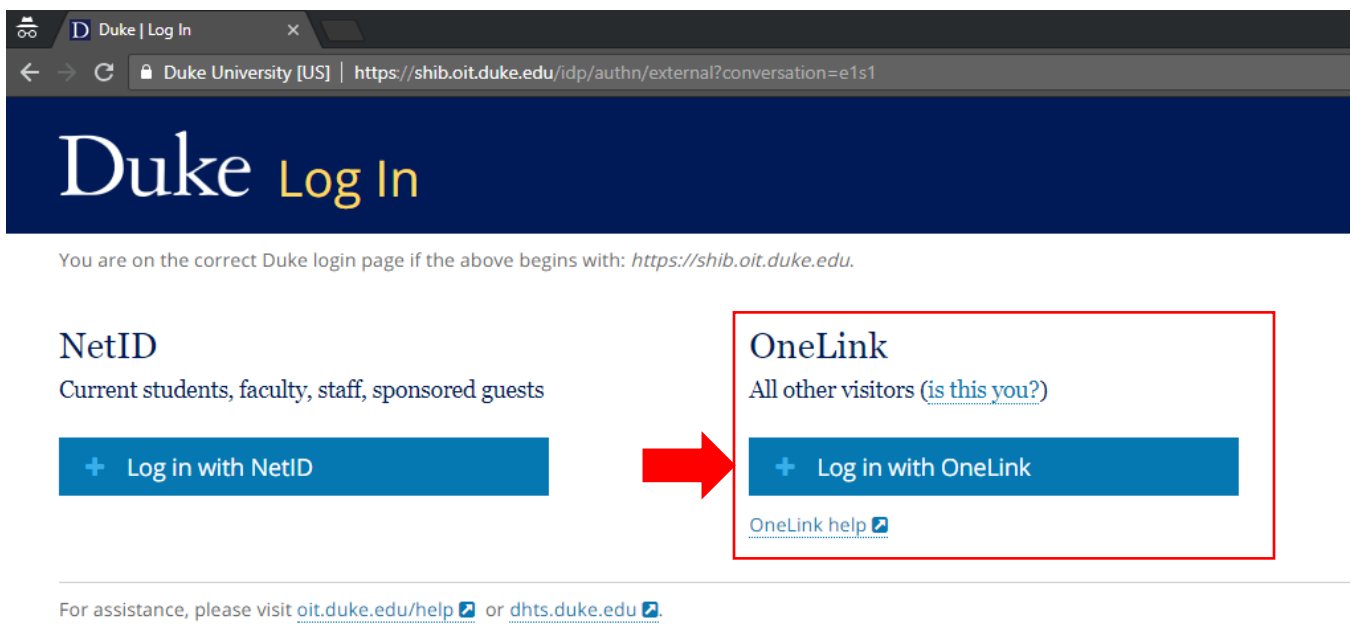
OneLink ID: duke.ed.testing.5

Now, we will log into the Duke Center for Eating Disorders Website.

- Return to the Duke Center for Eating Disorders Website at eatingdisorders.dukehealth.org, and click LOGIN in the top left corner.



- You will be redirected to a Login page like the one below. Click “Login with OneLink” on the right.



You are on the correct Duke login page if the above begins with: <https://shib.oit.duke.edu>.

NetID
Current students, faculty, staff, sponsored guests

+ Log in with NetID

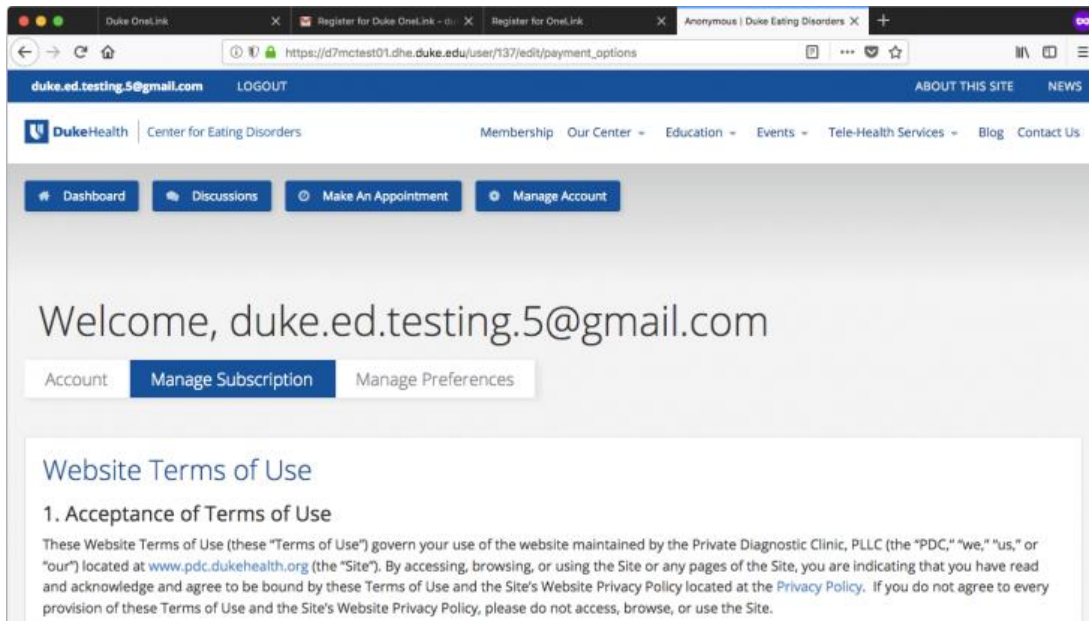
OneLink
All other visitors ([is this you?](#))

+ Log in with OneLink

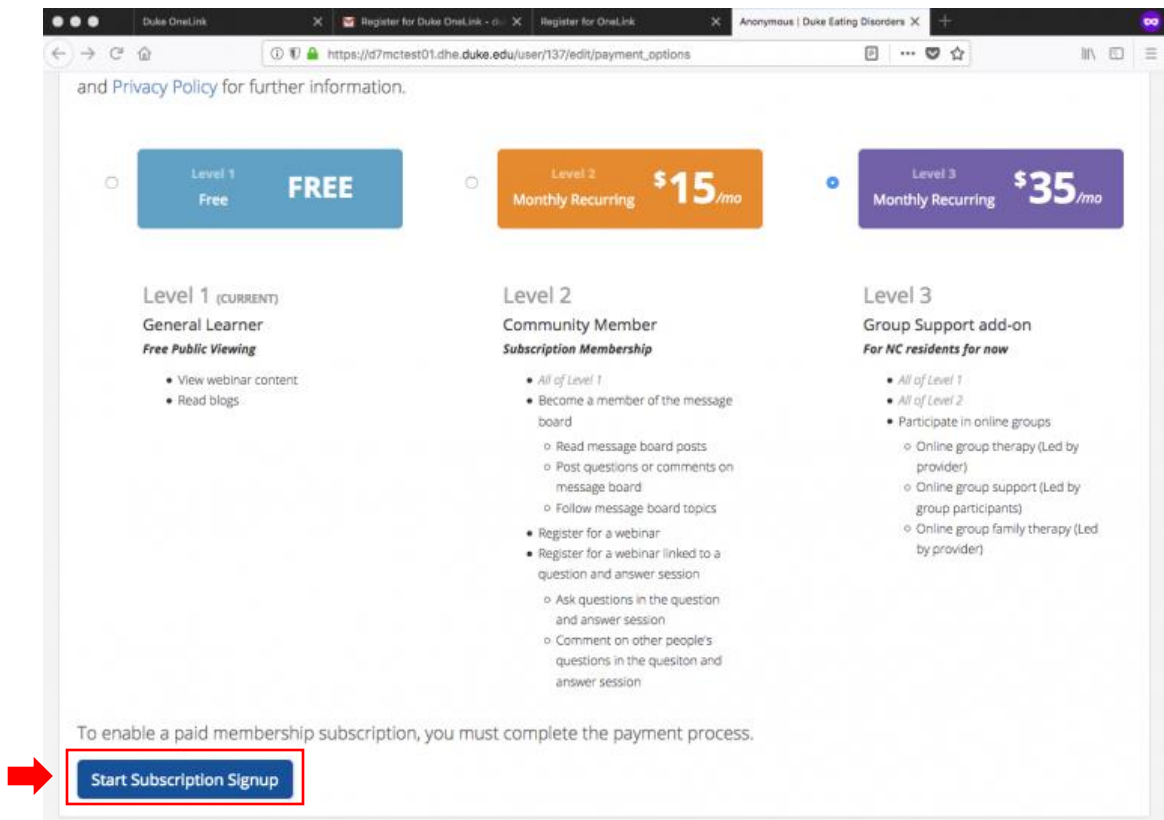
[OneLink help](#)

For assistance, please visit oit.duke.edu/help or dhts.duke.edu

3. Use the login information you just created, and you will be directed to Terms of Service page. Please review and respond to the prompts on the page.



4. Once you review the user agreement documents, you will be directed to the Subscriber Options page that resembles the page below. Here you can decide the subscription level in which you would like to participate. If you choose Level 2 or Level 3 (the \$15 or \$35 tiers), please click the "Start Subscription Signup" button and you will be directed to the secure Duke Pay site.



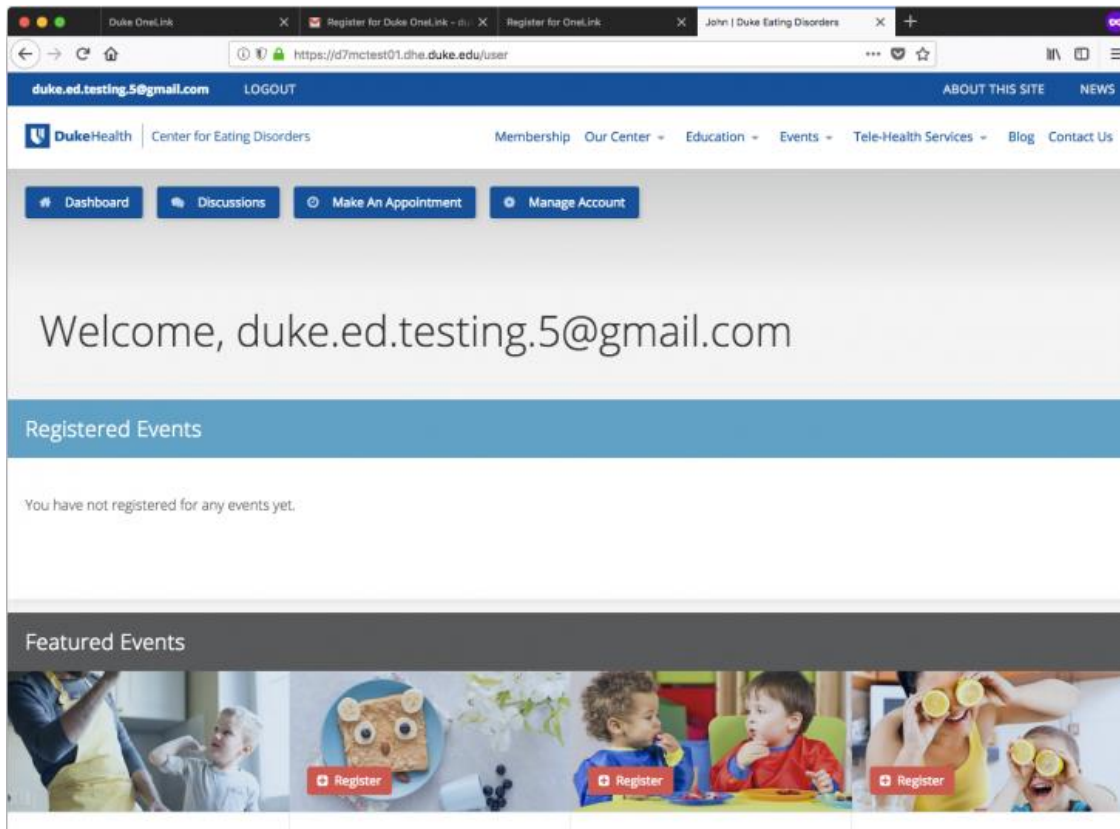
5. [If you wish to be a Level 1 subscriber, you can skip this step. You do not need to complete the payment portion.] Level 2 and Level 3 subscribers, complete billing information, scroll down, and click submit. If successful, you will be redirected back to the Duke Center for Eating Disorders site.

The screenshot shows a web browser window with the URL <https://testsecureacceptance.cybersource.com/checkout>. The page header features the DukeHealth logo and the text 'Center for Eating Disorders'. The main content area is divided into two columns. The left column contains a 'Billing Information' form with the following fields: First Name *, Last Name *, Address *, City *, Country (dropdown), State/Province *, Zip/Postal Code *, Phone Number, and Email *. The right column contains a 'Your Order' summary box with 'Total amount' listed as '\$35.00'. Below the billing form is a 'Payment Details' section with a 'Card Type *' label and three radio button options: VISA, Discover, and Mastercard.

6. In order to engage in the social/discussion aspects of the Level 2 and Level 3 subscription, you must complete some personal information on the “Manage Preferences” section of your account page.

The screenshot shows a web browser window with the URL <https://d7mctest01.dhe.duke.edu/user/137/edit/subscription?n=1&destination=user&nocache=1>. The page header displays 'Welcome, duke.ed.testing.5@gmail.com'. Below the header is a navigation menu with three items: 'Account', 'Manage Subscription', and 'Manage Preferences'. The 'Manage Preferences' item is highlighted with a red box and a red arrow pointing to it. Below the navigation menu is a 'Customizing Dashboard' section with the text: 'Please complete the fields below before accessing your customized dashboard. You must select at least one area of interest.' The form contains the following fields: First Name * (with 'Anonymous' entered), Last Name, Cell Phone, and Interests *. The Interests section has five checkboxes: ARFID, Anorexia, Binge Eating, Bulimia Nervosa, and Blog Post.

7. You will be redirect to the Dashboard. Now you can participate in forums, events, Q&A session as your subscription level provides.



Thank you and welcome to our web-based community!

Please email us at eatingdisorders@duke.edu with any additional questions.