Creating a new LabArchives Account

1. Go to the LabArchives website [https://auapi.labarchives.com/login](https://auapi.labarchives.com/login). Alternatively, LabArchives can also be accessed by entering “LabArchives AU” in a search engine browser. Please bookmark this link.

2. Under **I want to login to my LabArchives account through my institution**, click on the **Select an Institution** drop down box.

3. Select **Monash University**.
4. Click on **Go to your Institution’s Login**.

5. You will be redirected to the Monash University Authcate login page. **Enter your Monash username and password to login.**

6. Tick **I accept the terms of use** and click **Confirm**.
7. Review your details and click **Accept**.

8. You will be re-directed to the LabArchives Monash University login set-up page. Click on **I do not have a LabArchives account and need to create or activate one.** Click **Create New Account**.

9. Select **Yes**.
10. You have now completed the steps and created your new LabArchives account. You will be redirected to the page below and should receive a confirmation email from LabArchives.