# GRANT WOOD AEA

## How to Create an Account for the GWAEA Library Catalog

LINK TO NEW CATALOG: <u>GWAEA.INSIGNIAILS.COM/LIBRARY/LOGIN</u>

1 Log In	Insignia
To request items for	
delivery, log in with	G Sign in with Google
your district Google	Sign in using Microsoft SSO
Workspace or	Or
Microsoft account.	Username
	Password
	Login

ne My Account								
vords v						٩	Advanced	0
	Register	Register						
	First Name *	Grant	Email •	gwood@gwaea.org				
	Last Name	Wood	Confirm Email	gwood@gwaea.org				
	Phone No	319-399-6400	Code 😮					
	District	Grant Wood AEA						
	Site	GWAEA - 6th Stree	et Facility	*	Assign			
	Current Site *	GWAEA - 33rd A	ve Facility					
	District	GWAEA - 6th Street Facility Default			Default			
		GWAEA - Coralville Facility						
	Fields with aster	isk <sup></sup> are mandatory fi	elda					

## Register

- Input your name, phone and email.
- Select your district and building. You may assign multiple sites if needed. These will appear in your drop-down for delivery locations.
  - Select a default location
  - Leave Code field empty
  - Submit

#### \*NOTE: PATRONS WILL UPDATE BUILDINGS UPON LOGIN EACH YEAR.

### If you need support, contact our library team: reservations@gwaea.org.| 319-399-6754