

PASS ACTIVATION INSTRUCTIONS

With NYTimes.com Passes, you have full access to the extensive breaking news, world news, and multimedia of The New York Times without needing to pay for your own subscription.*

- Enjoy full access to NYTimes.com, INYT.com and NYT mobile apps from any device.
- Once activated using your school email address and confirming the email by clicking on the link provided by The New York Times, the NYTimes.com site is unlimited in content until expiration.

TO CLAIM A NYTIMES.COM PASS:


NEW USERS to NYTimes.com:

- **While on or off campus**, from web-browser on a mobile device or desktop computer, visit www.NYTimes.com/Pass, and select "Create Account." You will need to use your @emmanuel.edu email address to register.
- Create a NYTimes.com account.

The New York Times | NYTimes.com Pass

Start Your Access

Now that you have activated your pass, you can enjoy access to NYTimes.com and eligible apps from any location.

 Your Pass will expire on **December 10th, 2015 at 3:37 PM ET**

[Set a Calendar Reminder to Renew](#)

After expiration, you may activate a new pass by visiting NYTimes.com/GroupPass while connected to the network of your participating organization.

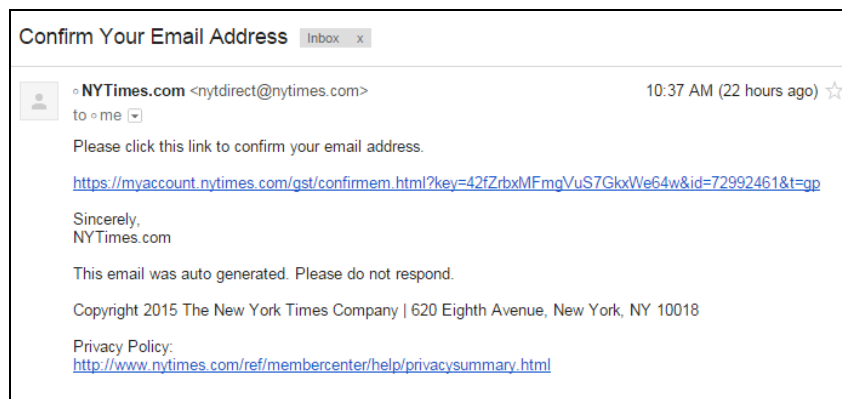
[Go to NYTimes.com](#)

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[Help](#) [Feedback](#)

The screenshot shows the 'Sign Up' page for NYTimes.com Pass. At the top, it says 'The New York Times' and 'NYTimes.com Pass'. Below that is the 'Sign Up' heading and a link for 'Already have an account? Log in here >'. The form includes three input fields: 'Email Address', 'Password', and 'Retype Password'. Below these is a section for 'What type of user are you?' with radio buttons for 'Student', 'Faculty/Staff/Administrator', and 'Other/Non-Academic'. There is also a dropdown menu for 'Expected Graduation' and an 'Alternate Email Address' field. A blue 'Create Account' button is at the bottom of the form. Below the button are links for 'Terms of Service' and 'Privacy Policy', and a link for 'NYTimes.com Pass Troubleshooting Guide'. At the very bottom, there is a 'Need help?' section with an 'Email Customer Care' button. The footer contains '© 2015 The New York Times Company' and links for 'Help' and 'Feedback'.

- Verify your *@emmanuel.edu* email address from an email sent directly to your inbox. Be sure to check your spam folder if you don't receive this confirmation email. Example:



- You have successfully claimed a Pass when you see the **Start Your Access** screen which appears after you selected the link to validate your email address from The New York Times.

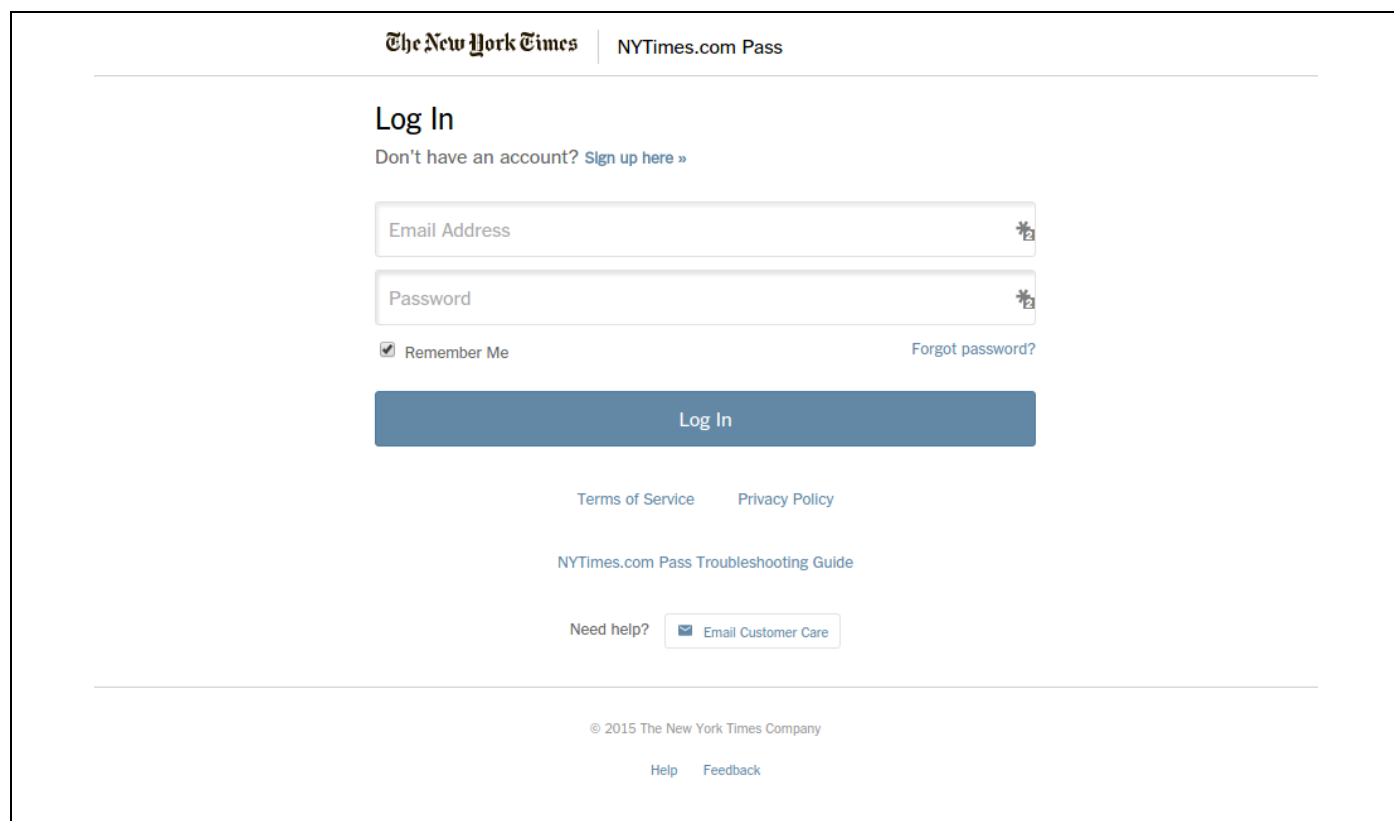
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- Now you can enjoy full access to NYTimes.com, INYT.com and NYT mobile apps just by logging into your NYTimes.com account.
- Visit **nytimes.com/mobile** on the web-browser of your mobile device and download your free NYT apps. Make sure to log in using same NYTimes.com credentials for unlimited access.

***HINT:** Stay logged into your NYTimes.com account to have seamless access.*

RETURNING or existing NYTIMES.COM USERS:

- **While on or off campus**, from web-browser on a mobile device or desktop computer, visit www.NYTimes.com/Pass, and select “Log in here.”
- You have successfully claimed a Pass when you see the Start Your Access screen.
- ***Note***: If you have an existing digital subscription, you are not eligible to activate a NYTimes.com Pass. Please contact edu@nytimes.com to discuss your options



The screenshot shows the login page for NYTimes.com Pass. At the top, the NYTimes logo and "NYTimes.com Pass" are displayed. Below this is a "Log In" section with a link for "Don't have an account? Sign up here »". There are two input fields: "Email Address" and "Password", both with eye icons for visibility. A "Remember Me" checkbox is checked, and a "Forgot password?" link is present. A blue "Log In" button is centered below the fields. At the bottom, there are links for "Terms of Service", "Privacy Policy", and "NYTimes.com Pass Troubleshooting Guide". A "Need help?" section includes an "Email Customer Care" button. The footer contains the copyright notice "© 2015 The New York Times Company" and links for "Help" and "Feedback".

PASS EXPIRATION:

Your Pass expiration time stamp will be shown to you upon registration. Please select the handy new feature, the *Set a Calendar Reminder to Renew*, for a pass renewal at www.NYTimes.com/pass.

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TO CLAIM A SUBSEQUENT PASS AFTER EXPIRATION:

- From any web browser, visit nytimes.com/pass.
- Make sure you are not already logged into the NYTimes.com account with which you activated your last Pass, and that your username is still the @emmanuel.edu email.
- If the providing institution has designated additional access periods, you will be granted a new Pass and see the **Start Your Access** screen.
- You can now continue enjoying full access to NYTimes.com, INYT.com, and NYT mobile apps.

*NYTimes.com Passes do not include e-reader editions, Times Insider content or digital versions of The New York Times Crossword. NYT mobile apps are not supported on all devices. Access to archived articles from 1923 to 1980 is limited. Other restrictions may apply.

FAQ

Why use the NYTimes.com Pass to read The New York Times online?

The New York Times requires a paid subscription for full access to its website, NYTimes.com, and to the NYT mobile apps at NYTimes.com/mobile. Current registered visitors not connected to a pass may only read up to 10 free articles per month. The NYTimes.com Pass gives unlimited access to all content on the site, except for a limited number of articles you can view from 1923 to 1980.

I already have a Times digital subscription, which gives me unlimited access to NYTimes.com.

What should I do?

If you have an existing digital subscription, you are not eligible to activate a NYTimes.com Pass. Please contact edu@nytimes.com to discuss your options.

What are the restrictions?

You need to have a college email address as the username when activating the NYTimes.com Pass, and such email will need to be verified by a confirmation email sent from The New York Times. Note: access to articles from 1923 to 1980 is limited to five articles per 24-hours for the duration of your Pass.

Can I access The Times from off-campus?

Yes, as long as you have previously activated your NYTimes.com Pass using your college email as your username at NYTimes.com/pass.

Can I access The Times from my mobile device?

All NYTimes.com Passes provide full access to NYT apps; visit nytimes.com/mobile to download. Pass holders can also access NYTimes.com and INYT.com on any device (computer, smartphone, or tablet) with a browser. Mobile apps are supported by most devices.

Why am I asked to log in on some occasions and not others?

This may be because your browser may clear its web cache/history if it is set to do so. In such cases you will need to log back into NYTimes.com, but you can still use your NYTimes.com Pass.

I still need help!

Please contact edu@nytimes.com

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