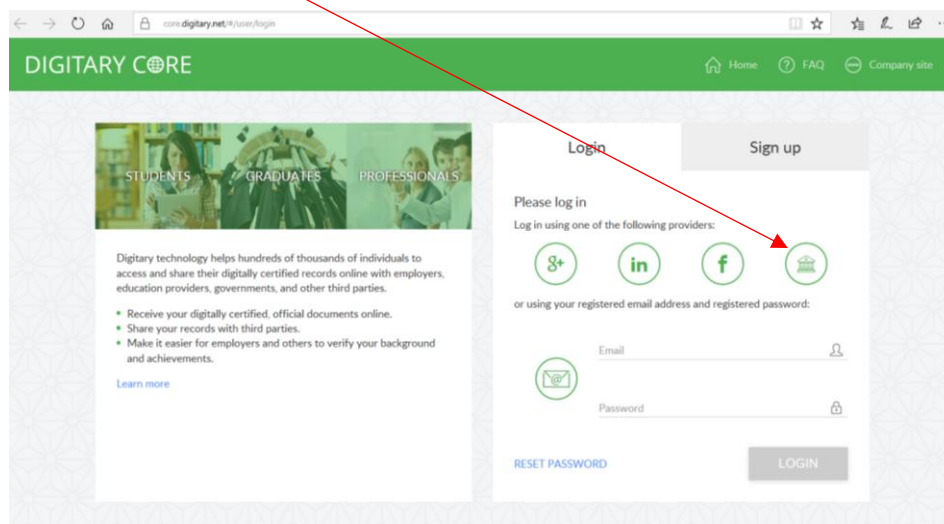


What will I need to do to see my documents?

You will need to follow a 3-step process to access your document:

Go to <https://core.digitary.net>.

1. Click on the Institution icon and select TUS.



3. Log in using your dh² credentials which is your K number* (Student Number) and password, or the email address you have previously registered on Digitary.

You will now be able to access your documents on Digitary CORE. When you login got the first time, you can 'Take a Tour' to see how Digitary CORE works.

*Please ensure that you use a Capital 'K' when entering your Student Number.

How do I get my login details if I am a current student of TUS?

Current students can login to Digitary CORE using standard dh² login details. These details are managed by dh². Please contact exams@lit.ie if you have difficulty logging in or cannot recall your details. Once logged in to Digitary CORE, you can set up a personal email address. This email address, once set up, can also be used to login.

How do I get my login details if I am a graduate of TUS?

It is recommended that students set up a personal email address as one of their email addresses on Digitary CORE before graduation. Graduates can then login to Digitary CORE using this registered email address.

If you have not previously logged into Digitary and are now accessing Digitary CORE for the first time, or if the registered email account can no longer be accessed, you should contact exams@lit.ie.

Staff at TUS can update the registered email address once the identity of the graduate has been verified.

What if I need to change the email address on Digitary CORE?

If you need to change your email address, please log in to <https://core.digitary.net> and go to *Settings*. From here, you can change your email address and save the changes.

What happens to my existing shares on edocs.ancheim.ie?

While your document(s) are still available to you on Digitary CORE, your existing share(s) will no longer be accessible on <https://edocs.ancheim.ie/lit/> to either yourself or to the recipient of your shares. This will be the case regardless of the expiry date on the share.

Any existing documents which you would like to share with third parties will need to be shared again in Digitary CORE. Please ensure that you contact any share recipients to which this applies and inform them of this.

Is the document sharing process the same on Digitary CORE?

Sharing your document will be very similar. When you log in for the first time, you will be able to 'Take a Tour' which will guide you through the site, including how to create a share.

Will the share history of my documents be transferred to Digitary CORE?

To maintain the integrity and validity of your digital data, your current digital document and its shares cannot be 'transferred'.

For this reason, any history associated with your current documents, including share history, will **not** be visible in Digitary CORE.

When will my documents be available on Digitary CORE?

All documents currently available to students on <https://edocs.ancheim.ie/lit/> are available to students on Digitary CORE from October 2017. If you cannot access a previously issued document, please contact exams@lit.ie

Who do I contact for more help?

Any further inquiries should be addressed to exams@lit.ie