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GALEN Accounts

In order to use many of the electronic services provided by the Library and the Center for Knowledge Management, you must have an active GALEN Account.

INSIDE GALEN ACCOUNTS

Setting up a GALEN Account

Create Account

1. Create a GALEN Account

Add Money

You can register for an account from any computer with web access, including library workstations.

View/Modify Account

In order to set up your GALEN Account, you will need to have various pieces of identifying information. What you need depends on who you are. Here's how it works:

Who are you? Identification needed

UCSF faculty and personnel
- Last 4 digits of your social security number and
- Your 9-digit employee ID number (appears on your pay statement; note that this is not the number that appears on your campuswide picture ID card).

UCSF student
Your UCSF Student SAA UserID and PIN

Non-UCSF individuals
No identification required

GALEN Account Policies

Who are you? Identification needed

UCSF faculty and personnel
- Last 4 digits of your social security number and
- Your 9-digit employee ID number (appears on your pay statement; note that this is not the number that appears on your campuswide picture ID card).

HELP & HOW-TO

Frequently Asked Questions

How Do I...

Create GALEN Account now
When you establish your account, you will set up a login name and password. Remember your login name and password. You will need them every time you use a service.

2. Activate Electronic Services

Once you have created your GALEN Account, you must first register or activate some of the electronic services before you are able to use them. Go to View/Modify Account to activate Laptop Internet Access Service. More information about other electronic services is available below.

GALEN Account Electronic Services

Library Printing Service (LPS)

Fee-based printing in the following locations: Parnassus Campus Library, Library at the Community Center, Genentech Hall study space, ILC South (S165 - UCSF students, faculty, post doctoral fellows, and residents only), and Medical Student Lounge (S245 - medical students only).
| **Laptop Internet Access Service (LIAS) (UCSF only)** |
| Wired and wireless laptop connection to the UCSF network from selected areas on campus. |
| **ILC Login (UCSF only)** |
| Individual login to all Library computer lab workstations. |
| **WebCT (UCSF only)** |
| UCSF online course system. |

**Non-UCSF Personnel**
Non-UCSF personnel have access to the Library Printing Service in the Library through their GALEN Account. At this time, no other electronic services are available to non-UCSF personnel.