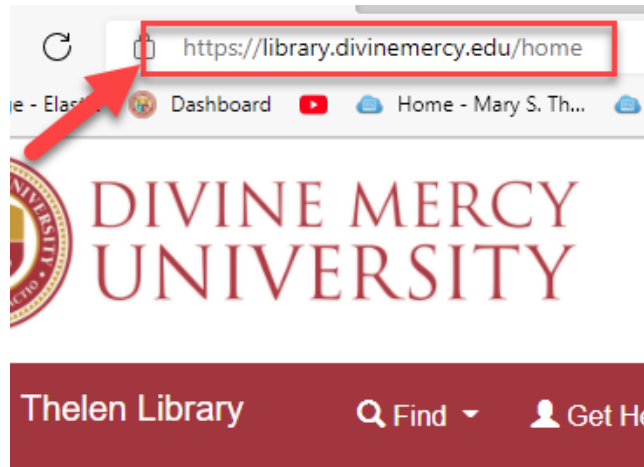


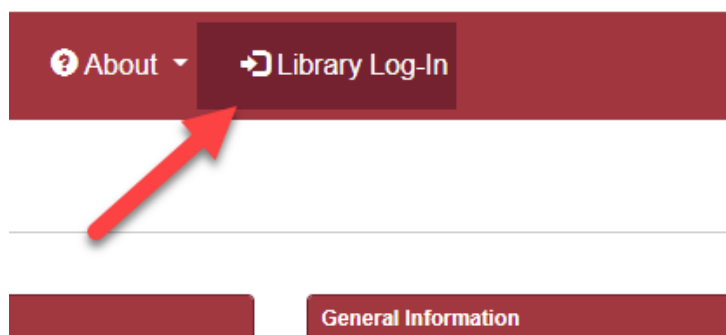
Accessing Academic Writer

Welcome to the guide on how to use APA Academic Writer. This document will help you to understand how to log into APA Academic Writer, identify the services available to you, and know how to apply Academic Writer to help you in your work.

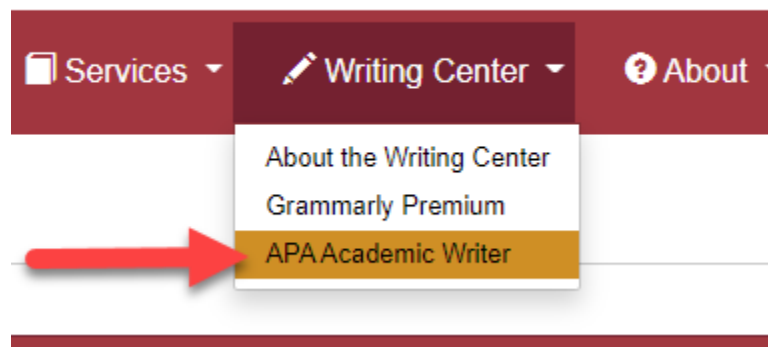
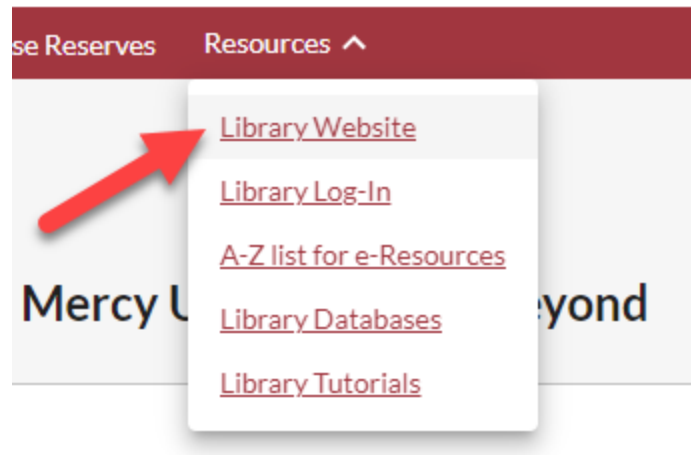
1. **Navigate to the DMU Library website.** You can reach it by navigating to <https://library.divinemercy.edu>. It is recommended that you bookmark the page so that you can access it in the future. For bookmarking assistance, please contact the library.



2. **You can sign into the library now by clicking the “Library Log-In” link on the main navigation bar.** Once the search page opens up, click on the “Resources” link and select the “Library Website” link to go back where you came from. Then, on the library website, under the “Writing Center” drop-down menu, select the bottom link called “APA Academic Writer”. You can also go straight to the “Writing Center” drop down menu and select “APA Academic Writer”, and it will prompt you to sign in at that point.



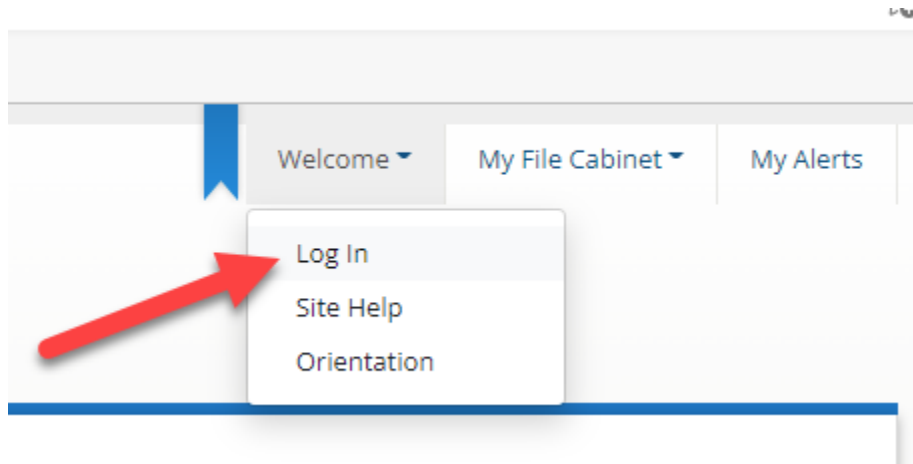
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APA Academic Writer has three sections: the Learn section, the Reference section, and the Write section. The Learn section has the tutorials and quick guides that can be used. It also contains many samples that can be viewed to help you format references and papers. The Reference section is where you can manage your references, and the Write section is where you write and manage your papers.

- 3. In the upper right, there is a "Welcome" link where you can log in.** While you do not have to create an account and log in for the Learn section, if you want to save and manage your references, and save and manage your papers, you will need an account for those. **Click the link on the upper right where it says Welcome.** It is a drop-down menu where you can log in. **Click the login option, and it will take you to a place**

where you can create an account and/or sign in. Once you have signed in, you can then click on the buttons in the home page under the Reference or Write sections

A screenshot of the login page for Academic Writer. The heading is 'Log in with your Academic Writer Account' followed by a link 'or [Create an Account](#)'. Below this is a note: '*Fields marked with an asterisk are required.' There are two input fields: 'Email or Username*' and 'Password*'. Below the password field is a red button labeled 'Enter your Password'. Underneath that is a checkbox labeled 'Keep me logged in on this computer'. At the bottom is a red button with a right-pointing arrow and the text 'LOG IN'. A link 'Retrieve your password' is located below the login button. A red arrow points to the 'Email or Username*' input field.

4. If you click the Reference or Write buttons, it will open up screens that will provide you with questions or prompts for you to enter your information, and Academic Writer will do the styling and formatting for you. If you also want to use Microsoft Word, however, it is highly recommended that you start your paper in Academic Writer and then export it into Word, than if you start your paper in Word and try to edit it in Academic Writer.