How to create and update your bepress SelectedWorks page

The Berkeley Electronic Press (bepress) Legal Repository offers working papers and pre-prints from scholars and professionals at top law schools around the world. If you do not have a bepress account and would like to promote your work, go to http://works.bepress.com/ and click the START Your SelectedWorks Site button.

Create your new account by clicking the Sign up button.
Complete the form then check your mailbox for confirmation email.

You will receive an email confirmation shortly.

Required fields are marked with an *:
- Email address *
- First/Given Name *
- Middle Initial
- Last/Family Name *
- Suffix
- Institutional Affiliation

Click the link in the email message to confirm your account.

Thank you for your interest in creating a free account in The Berkeley Electronic Press ("bepress") system. Academics, researchers, and site administrators use their bepress accounts to access a wide range of services, publications, institutional repositories, and research portals.

To confirm your account and resume your activity, please click here.

If you experience problems clicking the link above, copy the URL below and paste it into your browser:

http://works.bepress.com/cgi/sw_user_setup.cgi?cc=wh8MPsTQ&login=1859433

Still having trouble logging in? Please email us at support@works.bepress.com
Once you confirm your account, you will be able to start building your bepress SelectedWorks page immediately. Follow the steps that are listed.

You are just minutes away from having your own site to promote your scholarship.

Click here to download the SelectedWorks User Guide

1 Your Site's URL

Choose your URL

Unlike everything else on your SelectedWorks site, you will **not** be able to return to edit the URL later so if you don't like "price_cook" in the URL below, please choose an alternative.

http://works.bepress.com/

2 Identify Your Institution

Search

For best search results of the 1500 institutions in SelectedWorks exclude generic words like "University of" and "College of" from your search query. For example, if your institution is the University of California, Berkeley, search simply for "Berkeley".

Start search here: [ ] Find my institution

[ ] Skip this step. I don't have an institutional affiliation.
To further customize your page, click the + beside the academic fields to expand the subfields. Choose the relevant topics, then hit Select. Accept the terms of service and privacy policy, then click Build Site Now.

It will take a few seconds to update then you will be sent to this landing page for further editing options. Click the Update Site button to save any changes. You will be notified by email once the update is complete.
After you create and upload your site content, refresh the webpage, then you will see that the landing page will have a **site management tools** section. You may make changes to your page as often as you would like.

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<th>PRICE COOK</th>
<th>SELECTEDWORKS SITE MANAGEMENT TOOLS</th>
<th>ACTIVITY</th>
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<tbody>
<tr>
<td>Upload a Paper</td>
<td>Upload new submission.</td>
<td></td>
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<tr>
<td>Invite/Remove Subscribers</td>
<td>Invite colleagues and readers to be notified of new works.</td>
<td>Total Subscribers: 0</td>
</tr>
<tr>
<td>Edit My Site</td>
<td>Add to your site or make changes (everything but the URL is customisable).</td>
<td>Last updated 09/30/13</td>
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When you click any of these site management tools, you will then find tabs at the top of the page that will assist you with revision and mailing list capabilities, usage statistics, and editing rights.

If you have general questions, you may find answers here: [http://works.bepress.com/faq.html](http://works.bepress.com/faq.html). If you have questions about the creation or editing process, or would like for an administrator to make updates for you, please contact Price Cook at pcook@charlestonlaw.edu and she would be happy to assist.

pcc 9/30/13