

Auto-login Guide

The purchase of Automated Data Services (with an annual fee) provides your group with the benefits of auto-login services and automatic downloads of training data. (These services are available only to institutional groups.)

This document describes Auto-login procedures as a resource to IT staff who will implement auto-login to the AALAS Learning Library on behalf of an institution.

A. OVERVIEW OF AUTO-LOGIN

The AALAS Learning Library offers a web page (Auto-login Page) for institutions to use as a gateway for individuals arriving from an institutional client via a secure portal.

To utilize the auto-login capabilities of the ALL, institutions must pay an annual fee for automated data services and must pay for accounts (at any level) on the AALAS Learning Library. The renewal of Auto-login service fees and accounts are due on the same anniversary.

When the automated data services are purchased, a set-up page is used to display a security code (for Auto-login). This security code may be changed at any time by returning to this set-up page available on the Group Coordinator Menu page.

The Auto-login services require that a web form be submitted to an AALAS Learning Library web page (the Auto-login page). An IT person must be available at your institution to help set up your institution's web form and any links from your web site/portal.

An institution chooses the value of a data field to control how the Auto-login page operates on logins, to suit the needs of an institution. The data field values are sent to the ALL server in the form fields submitted with the individual user. The field names and types of login are as follows:

Table 1

Field Name	Data Type	Description
group	Integer	Group ID number assigned by the ALL
securitycode	String, 255 characters max	Security code for auto-login assigned by the ALL
username	String, no spaces, 4 characters min, 50 characters max	User's login username (can be omitted if autologinID is provided)
password	String, no spaces, 8 character min, 12 characters max	User's login password
autologinID	String, no spaces, 50 characters max	Institution's own ID for user (optional, can be omitted if username is provided)
autologinIDNew	String, no spaces, 50 characters max	An optional data field that updates a user's auto-login ID
first	String, 50 characters max	User's first name
last	String, 50 characters max	User's last name
email	String, 150 characters max	User's email address
type	String, three possible values: 1. self enroll 2. returning 3. administrative enroll (In the options above, the ALL gives an account, if available. See below for more details.)	Type of login

updateinfo	String, one possible value: 1. yes 2. no (default)	An optional data field that updates a user's contact information
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B. AUTO-LOGIN PROCEDURES

There are three types of remote login procedures: *Self Enroll*, *Returning*, and *Administrative Enroll*.

1. Self Enroll

- a. An employee who is logged in the institution's portal may be transferred to and logged into the AALAS Learning Library as a new user, via *Self Enroll*.
- b. *Self Enroll* allows these users to enroll themselves and be given an account, if available (see below).
- c. All data fields in the table above must be submitted with the auto-login in Self Enroll (exception: autologinID is an optional alternative for username).
- d. If the login is successful, the user is redirected to the main menu or to the edit profile page.

2. Returning

- a. An employee who is logged in the institution's portal may be transferred to and logged into the AALAS Learning Library, via *Returning*.
- b. *Returning* refers to users who already have a login and may or may not have an account. If the person does not have an account, an account is assigned to them, if available (see below).
- c. The following data fields (see the table above) must be submitted with the auto-login in Returning (exception: autologinID is an optional alternative for username):
 1. group
 2. securitycode
 3. username
 4. password
 5. type
- d. If the login is successful, the user is redirected to the main menu or to the edit profile page.

3. Administrative Enroll

- a. An administrator (any authorized person at the institution) may enroll new users by remote login, e.g., via clicking a button on an institution's web page.
- b. *Administrative Enroll* allows these users to be enrolled and be given an account, if available (see below).
- c. All data fields in the table above must be submitted with the auto-login in Administrative Enroll (exception: autologinID is an optional alternative for username).
- d. If the enrollment is successful, the user has a login and an account. When the user is ready to access the ALL, the login is processed as a *Returning* user (see 2. above).

4. Procedures: Web Forms

- a. Each type of auto-login above is accomplished via a web form submitted to the Auto-login page by the client server.
- b. The Auto-login page pulls the group ID number, security code, username, password, autologinID, first name, last name, email address, and type of login (administrative enroll, self enroll, or returning) from the form. The autologinID field is optional. Then, the Auto-login page looks for the username and password in the database and verifies account status. If the username and password are not found, the group is using the autologinID,

and the autologinID was provided, then the Auto-login page looks for the autologinID and password and the group ID in the database and verifies account status.

- c. The data fields for each type of login are provided in the table above. The institution chooses the value for a field and sends the data in the person's string. Example:
 1. If an individual is enrolling for the first time (*Self Enroll*), the "type" field should be set to **self enroll**.
 2. If an individual has already enrolled (*Returning*), the "type" field should be set to **returning**.
 3. If an individual is being added to the ALL by an administrative (*Administrative Enroll*), the "type" field should be set to **administrative enroll**.

5. Procedures: Auto-login ID

- a. The auto-login ID (autologinID) is intended to associate an individual with an institution's employee ID.
- b. The auto-login ID can be used in place of the username during the auto-login procedure.
 1. Option: Log on user by username and password.
 2. Option: Log on user by autologinID and password.
- c. The Group Coordinator sets an option to YES/NO for use of the auto-login ID. This setting is accessed via the Group Coordinator Menu page, Access Options section, Auto-login Security and Parameters link.
 1. If set to YES, login procedures for group members will require autologinID and password.
 2. If set to NO, login procedures for group members will require username and password.
- d. When the use of the auto-login ID is set to YES, the Group Coordinator may set an option to include the auto-login ID in the group transcript reports. The setting is accessed via the Group Coordinator Menu page, Group Transcript Reports section, Information Included in Reports link. A link "Select fields included" is provided to change the fields included in the transcript report.
 1. The Group Coordinator has the option to rename the description of any data field (column name) included in transcript reports, downloaded manually or automatically. For example, the description of autologinID may be changed to employee ID. This is intended to support the integration of the ALL transcript data with records from other sources.
 2. The option to rename field name descriptions is accessed via the Group Coordinator Menu page, the Group Transcript Reports section, the Information Included in Reports link, and then the Change Column Names link.
- e. The auto-login ID value is set for each group member from the institution's website during administrative enroll or self-enroll procedures.
- f. The auto-login ID value is not displayed to a group member, e.g., in pages of contact information, transcripts, etc.

6. Procedures: Update Auto-login ID

- a. An optional variable (autologinIDNew) is provided to allow the institution to change the autologinID value of a group member.
 1. If autologinIDNew is not used or is null, autologinID will be used to confirm the registration.
 2. If autologinIDNew is used and not null, autologinID will be used to confirm the registration, then autologinID will be replaced with the value of autologinIDNew.

7. Procedures: Manage “Change Login”

- a. Groups have the option to control the ability of group members to change their username and password, whether or not autologin procedures are used.
- b. The Group Coordinator sets an option to allow/not allow the “Change Login” option to be available to group members in the Subscriber Center, Personal Access page.
 1. If set to ALLOW, group members may change their username and password.
 2. If set to NOT ALLOW, group members are not allowed to change their username and password.
- c. The “Change Login” setting is accessed via the Group Coordinator Menu page, Access Options section, Manage “Change Login” link.

8. Procedures: Handling Contact Information

- a. The ALL requests additional contact information from users. These data fields are identified in Table 2. Custom fields are described in the next section.

Table 2

Field Name	Data Type	Required or Optional for the User to Complete
salutation	Three possible values: 1) Ms. 2) Mr. 3) Dr.	required
degrees1	18 possible values: 1) AA 2) AAS 3) AS 4) BA 5) BBA 6) BGS 7) BS 8) BVSc 9) DC 10) DVM 11) DVSc 12) MA 13) MBA 14) MD 15) MS 16) PhD 17) RN 18) VMD	optional
degrees2	18 possible values: 1) AA 2) AAS 3) AS 4) BA 5) BBA 6) BGS 7) BS 8) BVSc 9) DC 10) DVM 11) DVSc 12) MA	optional

	13) MBA 14) MD 15) MS 16) PhD 17) RN 18) VMD	
membertitle	string, 50 characters max	required
organization	string, 100 characters max	optional
department	string, 100 characters max	optional
address1	string, 100 characters max	required
address2	string, 100 characters max	optional
city	string, 50 characters max	required
state	69 possible values: 1. ALABAMA 2. ALASKA 3. AMERICAN SAMOA 4. ARIZONA 5. ARKANSAS 6. CALIFORNIA 7. COLORADO 8. CONNECTICUT 9. DELAWARE 10. DISTRICT OF COLUMBIA 11. FLORIDA 12. GEORGIA 13. GUAM 14. HAWAII 15. IDAHO 16. ILLINOIS 17. INDIANA 18. IOWA 19. KANSAS 20. KENTUCKY 21. LOUISIANA 22. MAINE 23. MARYLAND 24. MASSACHUSETTS 25. MICHIGAN 26. MINNESOTA 27. MISSISSIPPI 28. MISSOURI 29. MONTANA 30. NEBRASKA 31. NEVADA 32. NEW HAMPSHIRE 33. NEW JERSEY 34. NEW MEXICO 35. NEW YORK 36. NORTH CAROLINA 37. NORTH DAKOTA 38. NORTHERN MARIANA ISLANDS 39. OHIO 40. OKLAHOMA 41. OREGON 42. PENNSYLVANIA 43. PUERTO RICO 44. RHODE ISLAND 45. SOUTH CAROLINA	required

	46. SOUTH DAKOTA 47. TENNESSEE 48. TEXAS 49. UTAH 50. VERMONT 51. VIRGIN ISLANDS 52. VIRGINIA 53. WASHINGTON 54. WEST VIRGINIA 55. WISCONSIN 56. WYOMING 57. APO/FPO B/T 962-966 58. MANITOBA 59. NEW BRUNSWICK 60. NEWFOUNDLAND 61. NOVA SCOTIA 62. ONTARIO 63. PRINCE EDWARD ISLAND 64. PROVINCE OF QUEBEC 65. QUEBEC 66. SASKATCHEWAN 67. YUKON 68. AE 69. ALBERTA	
zip	string, 25 characters max	required
country	string, 50 characters max	required
workphone	string, 50 characters max	required
fax	string, 50 characters max	optional
customfield1	String, 100 characters max	required if made active (data field defined by the institution.)
customfield2	String, 100 characters max	required if made active (data field defined by the institution.)
customfield3	String, 100 characters max	required if made active (data field defined by the institution.)
customfield4	String, 100 characters max	required if made active (data field defined by the institution.)
customfield5	String, 100 characters max	required if made active (data field defined by the institution.)

- b. When a person enrolls in the ALL or logs in for the first time, a web page form is displayed for entering any of the information missing from the above fields.
- c. An institution may choose to transfer values for any or all of these contact data fields in the Self Enroll and Administrative Enroll procedures. Please refer to the example code for Self Enroll and Administrative Enroll in section F below and insert code lines for the desired data fields. To submit/update these contact data fields, use the "updateinfo" data field (value set to "yes") and all the contact fields will be updated. Note that:

1. Any data fields NOT sent will be updated to blank.
 2. Any data fields which are set to BLANK will be updated to blank.
 3. If required fields are set to BLANK or are not sent, the user will be required to provide them before being allowed into the site.
 4. The data field updateinfo is optional and may be excluded from the form submitted to the ALL.
 5. Values other than “yes” for “updateinfo” will be ignored; default is “no”.
- d. If an institution does not provide the required fields during the enrollment process, the user will be required to provide them before being allowed into the site. If these fields are populated on subsequent logins, the AALAS Learning Library database will be updated with the new information.
 - e. Note: data fields of firstname, lastname, and email are automatically updated each time a user enters the ALL via an auto-login procedure.

9. Procedures: Custom Fields

- a. In addition to the standard contact information fields, each group member has five fields available with the following field names.
 1. customfield1
 2. customfield2
 3. customfield3
 4. customfield4
 5. customfield5
- b. The Group Coordinator sets the use of these custom fields for the group via the Group Coordinator Menu page, the Members and Accounts section, and the Customize Member Information Fields link.
 1. The Group Coordinator has the option to activate or clear a field.
 - i. The option “Activate” causes the custom field data to be used and its data displayed.
 - ii. The option “Clear” causes the custom field to be inactivated (not used or displayed) and the stored data to be deleted.
 2. The Group Coordinator assigns a field description, e.g., “Campus”, to a custom field. The field description may be changed at any time.
- c. Any group member (users) may view and edit personal values in custom fields via the Subscriber Center, Personal Access page, My Profile link.
- d. When custom fields are used for auto-login, Group Coordinators are advised to work closely with IT staff to coordinate activating custom fields, assigning field descriptions, and clearing custom fields.
 1. Note: the auto-login procedures do not verify whether a custom field has been activated by the Group Coordinator. Data submitted for an inactive custom field will be ignored.

C. HANDLING AUTO-LOGIN ERRORS

1. Client Server Messages: If an error message is returned to the client server, the institution is expected to control how the error message is processed and displayed at the institution’s web site/portal.
2. Note that the AALAS Learning Library does NOT display an error message to an individual when auto-login fails because the person is on a client web page. The client server has the responsibility to display the information of the error message (see 1. above) to inform the user of the failed auto-login.
3. Possible errors are listed below for each type of auto-login.
 - a. If the login for a **Self Enroll** is *unsuccessful*, one of the following error messages returned to the client server:

- invalid security code
- group inactive
- duplicate username
- username has spaces
- username has more than 50 characters
- username has less than 4 characters
- password has spaces
- password has more than 12 characters
- password has less than 8 characters

- b. If the login for a **Returning** is *unsuccessful*, one of the following error messages is returned to the client server:

- invalid security code
- group inactive
- invalid login

- c. If the login for an **Administrative Enroll** is *unsuccessful*, one of the following error messages is returned to the client server:

- invalid security code
- group inactive
- duplicate username
- username has spaces
- username has more than 50 characters
- username has less than 4 characters
- password has spaces
- password has more than 12 characters
- password has less than 8 characters
- member added, no accounts available

D. IF NO ACCOUNTS ARE AVAILABLE

1. If a user succeeds in logging in the AALAS Learning Library via auto-login but does not receive an account (i.e., no account is available), the user will have a restricted use of the system until he/she receives an account:
 - a. Access to courses is restricted to free courses only (excludes other AALAS courses and custom courses).
 - b. The user may view and change his/her personal profile.
 - c. The user may view his/her existing transcript.
 - d. New training activity in free courses (completed without an account) is not updated in the transcript documentation until an account is assigned.
2. When a person logs in to the AALAS Learning Library but does not have an account, a notification email is sent by the AALAS Learning Library with information that an account is not available on the ALL, a listing of the access restrictions, and a recommendation to contact the Group Coordinator for an account.

Dear [FirstName] [LastName],
You have enrolled in the AALAS Learning Library (ALL) but there are no accounts available for you in your group. Therefore, when logged into the ALL, your access will be limited to free courses and exams, and your training activity will not be documented in a transcript.

In order to receive an account and have full access to the ALL, please contact your group's coordinator, who is [GC FirstName] [GC LastName] at [GC email]. An email has been sent to this individual also as notification of your need for an account.

Thank you.
AALAS

3. When using auto-login, the notification message (see 2. above) is displayed after the following procedures when no accounts are available:
 - a. Sell Enroll
 - b. Returning (if the user's previous account has expired)
4. Email message to Group Coordinator
 - a. When an account is not available for any type of auto-login (*Self Enroll, Returning, Administrative Enroll*) an email is sent to the Group Coordinator with information on the event:
 - i. firstname
 - ii. lastname
 - iii. email
 - iv. type of event (*Self Enroll; Returning; Administrative Enroll*)
 - v. instructions for obtaining more accounts
 - b. Email frequency: every two hours

E. Security Issues

1. Security Code

- a. The AALAS Learning Library generates an initial security code for an institution to access the operations of the Auto-login page.
- b. The security code is a string of alphanumeric characters in the format:
`A####A#A#-##A#-#AAA-####-####AA#####AAA`
- c. In auto-login, the security code identifies the group and associates the individual accessing the AALAS Learning Library with the correct group.
- d. The Group Coordinator may retrieve the group's security code from an auto-login set-up page on the Group Coordinator Menu page (link: "Auto-Login Security Key and Parameters").
- e. Institutions may generate a new security code at any time automatically (via clicking a Submit button) on the set-up page on the Group Coordinator Menu page (link: "Auto-Login Security Key and Parameters").
- f. Groups which choose to generate a new security code must update the security code value (however stored) used in processing auto-logins. For example, if the security code is hard-coded in a form page on the client server, the security code must be updated to the new value, else future auto-logins will fail.

2. Security in Auto-login

- a. The AALAS Learning Library is secured with a 128-bit Secure Socket Layer (SSL) certificate. SSL is a universal security system to encrypt data sent via the Web.
- b. Once an individual is logged in on the AALAS Learning Library, all pages are secured via SSL and all data sent to and from the AALAS Learning Library are encrypted.
- c. To ensure security by data encryption when using auto-login, form data submitted from a client web page MUST be sent to the secure URL:
<https://www.aalaslearninglibrary.org/autologin.asp>

F. Example Form Data

1. Form data for each auto-login must be sent to:
<https://www.aalaslearninglibrary.org/autologin.asp>
2. The following are examples of html coding for each type of auto-login. Bracketed data values, e.g., [security code] should be replaced by the actual value of the data field.

- a. The examples below include code for both auto-login options: 1) username and password; 2) autologinID and password.
- b. Please note that autologinID is an optional field which may be used by the institution. For logins based on the auto-login ID, omit the username field name and provide the autologinid field.
- c. Code for the autogloginIDNew is included in the examples below.
- d. To submit contact information, use the "updateinfo" data field with the value set to "yes" and insert additional code lines for any of the requested data fields, as desired, per section B.8 above. Examples are included for all required and optional fields. Note: If updateinfo is set to "yes", any field omitted will be updated to blank.

```

<html>
  <head>
    <title>Self Enroll
    </title>
  </head>
  <body>
    <form method="post" id="LoginForm"
action="https://www.aalaslearninglibrary.org/autologin.asp">
      <input type="hidden" id="group" name="group" value="[group id]" />
      <input type="hidden" id="securitycode" name="securitycode" value="[security
code]" />
      <input type="hidden" id="username" name="username" value="[username]" />
      <input type="hidden" id="password" name="password" value="[password]" />
      <input type="hidden" id="autologinid" name=" autologinid" value="[autologinid]" />
      <input type="hidden" id="autologinidnew" name="autologinidnew"
value="[autologinidnew]" />
      <input type="hidden" id="first" name="first" value="[first name]" />
      <input type="hidden" id="last" name="last" value="[last name]" />
      <input type="hidden" id="email" name="email" value="[email address]" />
      <input type="hidden" id="updateinfo" name=" updateinfo" value="yes" />
      <input type="hidden" id="salutation" name="salutation" value="dr" />
      <input type="hidden" id="degrees1" name=" degrees1" value="MD" />
      <input type="hidden" id=" degrees2" name=" degrees2" value="PhD" />
      <input type="hidden" id="membertitle" name="membertitle" value="Associate
Professor" />
      <input type="hidden" id="organization" name="organization" value="Mars
University" />
      <input type="hidden" id="department" name="department" value="Neurology" />
      <input type="hidden" id="address1" name="address1" value="21 Main St." />
      <input type="hidden" id="address2" name="address2" value="101 Science Hall"
/>
      <input type="hidden" id="city" name="city" value="Memphis" />
      <input type="hidden" id="state" name="state" value="Tennessee" />
      <input type="hidden" id="zip" name="zip" value="38125" />
      <input type="hidden" id="country" name="country" value="United States" />
      <input type="hidden" id="workphone" name="workphone" value="901-754-8620"
/>
      <input type="hidden" id="fax" name="fax" value="901-753-0046" />
      <input type="hidden" id="type" name="type" value="self enroll" />

      <input type="hidden" name="customfield1" maxlength="100" value="customfield1">
      <input type="hidden" name="customfield2" maxlength="100" value="customfield2">
      <input type="hidden" name="customfield3" maxlength="100" value="customfield3">

```

```

<input type="hidden" name="customfield4" maxlength="100" value="customfield4">
<input type="hidden" name="customfield5" maxlength="100" value="customfield5">
</form>
<script type="text/javascript">LoginForm.submit();</script>
</body>
</html>

```

- a. **Returning** (To submit updated contact information, use the “updateinfo” data field with value set to “yes” and insert additional code lines for any of the requested data fields, as desired, per section B.8 above. Examples are included for all required and optional fields. Note: If updateinfo is set to “yes”, any field omitted will be updated to blank.)

```

<html>
<head>
<title>Returning
</title>
</head>
<body>
<form method="post" id="LoginForm"
action="https://www.aalaslearninglibrary.org/autologin.asp">
<input type="hidden" id="group" name="group" value="[group id]" />
<input type="hidden" id="securitycode" name="securitycode" value="[security
code]" />
<input type="hidden" id="username" name="username" value="[username]" />
<input type="hidden" id="password" name="password" value="[password]" />
<input type="hidden" id="autologinid" name="autologinid" value="[autologinid]" />
<input type="hidden" id="autologinidnew" name="autologinidnew"
value="[autologinidnew]" />
<input type="hidden" id="first" name="first" value="[firstname]" />
<input type="hidden" id="last" name="last" value="[lastname]" />
<input type="hidden" id="email" name="email" value="[email address]" />
<input type="hidden" id="type" name="type" value="returning" />
<input type="hidden" id="updateinfo" name="updateinfo" value="yes" />
<input type="hidden" id="salutation" name="salutation" value="dr" />
<input type="hidden" id="degrees1" name="degrees1" value="MD" />
<input type="hidden" id="degrees2" name="degrees2" value="PhD" />
<input type="hidden" id="membertitle" name="membertitle" value="Associate
Professor" />
<input type="hidden" id="organization" name="organization" value="Mars
University" />
<input type="hidden" id="department" name="department" value="Neurology" />
<input type="hidden" id="address1" name="address1" value="21 Main St." />
<input type="hidden" id="address2" name="address2" value="101 Science Hall"
/>
<input type="hidden" id="city" name="city" value="Memphis" />
<input type="hidden" id="state" name="state" value="Tennessee" />
<input type="hidden" id="zip" name="zip" value="38125" />
<input type="hidden" id="country" name="country" value="United States" />
<input type="hidden" id="workphone" name="workphone" value="901-754-8620"
/>
<input type="hidden" id="fax" name="fax" value="901-753-0046" />
<input type="hidden" id="type" name="type" value="returning" />
<input type="hidden" name="customfield1" maxlength="100" value="customfield1">
<input type="hidden" name="customfield2" maxlength="100" value="customfield2">
<input type="hidden" name="customfield3" maxlength="100" value="customfield3">
<input type="hidden" name="customfield4" maxlength="100" value="customfield4">
<input type="hidden" name="customfield5" maxlength="100" value="customfield5">
</form>

```

```

    <script type="text/javascript">LoginForm.submit();</script>
  </body>
</html>

```

- b. **Administrative enroll** (To submit contact information, use the “updateinfo” data field with value set to “yes” and insert additional code lines for any of the requested data fields, as desired, per section B.5. above. Examples are included for all required and optional fields. Note: If updateinfo is set to “yes”, any field omitted will be updated to blank.)

```

<html>
  <head>
    <title>Administrative Enroll
    </title>
  </head>
  <body>
    <form method="post" id="LoginForm"
action="https://www.aalaslearninglibrary.org/autologin.asp">
      <input type="hidden" id="group" name="group" value="[group id]" />
      <input type="hidden" id="securitycode" name="securitycode" value="[security
code]" />
      <input type="hidden" id="username" name="username" value="[username]" />
      <input type="hidden" id="password" name="password" value="[password]" />
      <input type="hidden" id="autologinid" name="autologinid" value="[autologinid]" />
      <input type="hidden" id="autologinidnew" name="autologinidnew"
value="[autologinidnew]" />
      <input type="hidden" id="first" name="first" value="[first name]" />
      <input type="hidden" id="last" name="last" value="[last name]" />
      <input type="hidden" id="email" name="email" value="[email address]" />
      <input type="hidden" id="updateinfo" name="updateinfo" value="yes" />
      <input type="hidden" id="salutation" name="salutation" value="dr" />
      <input type="hidden" id="degrees1" name="degrees1" value="MD" />
      <input type="hidden" id="degrees2" name="degrees2" value="PhD" />
      <input type="hidden" id="membertitle" name="membertitle" value="Associate
Professor" />
      <input type="hidden" id="organization" name="organization" value="Mars
University" />
      <input type="hidden" id="department" name="department" value="Neurology" />
      <input type="hidden" id="address1" name="address1" value="21 Main St." />
      <input type="hidden" id="address2" name="address2" value="101 Science Hall"
/>
      <input type="hidden" id="city" name="city" value="Memphis" />
      <input type="hidden" id="state" name="state" value="Tennessee" />
      <input type="hidden" id="zip" name="zip" value="38125" />
      <input type="hidden" id="country" name="country" value="United States" />
      <input type="hidden" id="workphone" name="workphone" value="901-754-8620"
/>
      <input type="hidden" id="fax" name="fax" value="901-753-0046" />
      <input type="hidden" id="type" name="type" value="administrative enroll" />
      <input type="hidden" name="customfield1" maxlength="100" value="customfield1">
      <input type="hidden" name="customfield2" maxlength="100" value="customfield2">
      <input type="hidden" name="customfield3" maxlength="100" value="customfield3">
      <input type="hidden" name="customfield4" maxlength="100" value="customfield4">
      <input type="hidden" name="customfield5" maxlength="100" value="customfield5">
    </form>
    <script type="text/javascript">LoginForm.submit();</script>
  </body>
</html>

```

3. The following is an example of html coding for all types of autologin in a single form using drop boxes:

```

<!DOCTYPE html PUBLIC "-//W3C//DTD XHTML 1.0 Transitional//EN"
"https://www.w3.org/TR/xhtml1/DTD/xhtml1-transitional.dtd">
<html xmlns="https://www.w3.org/1999/xhtml">
<head>
</head><Body>
<table border="0" border="0" cellpadding="0" cellspacing="0" style="margin-left:
0.25in; margin-right: 0.25in" ID="Table1">
<tr>
<td>
<form method="post" action="https://www.aalaslearninglibrary.org/autologin.asp"
id="LoginForm" name="aalaslearninglibraryform">
<table ID="Table2">
<tr><td>Group: <input type="text" name="group" size="50" maxlength="50"
value="XXXXX" ID="Hidden3"></td></tr>
<tr><td>Security Code: <input type="text" name="securitycode" size="50"
maxlength="50" value="XXXXXXXX-XXXX-XXXX-XXXX-XXXXXXXXXXXXXXXX"
ID="Text1"></td></tr>
<tr><td>Username: <input type="text" name="username" size="50" maxlength="50"
value="username" ID="Hidden1"></td></tr>
<tr><td>Password: <input type="text" name="password" size="20" maxlength="20"
value="password" ID="Hidden2"></td></tr>
<tr><td>Auto-Login ID: <input type="text" name="autologinid" size="50"
maxlength="50" value="autologinid" ID="Text2"></td></tr>
<tr><td>Auto-Login ID New: <input type="text" name="autologinidnew" size="50"
maxlength="50" value="autologinidnew" ID="Text3"></td></tr>
<tr><td>First Name: <input type="text" name="first" size="50" maxlength="50"
value="" ID="Hidden5"></td></tr>
<tr><td>Last Name: <input type="text" name="last" size="50" maxlength="50"
value="" ID="Hidden6"></td></tr>
<tr><td>Email: <input type="text" name="email" size="150" maxlength="150"
value="" ID="Hidden7"></td></tr>
<tr><td>Salutation: <select name="salutation" ID="Select3">
<option></option>
<option value="Mr.">Mr.</option>
<option value="Ms.">Ms.</option>
<option value="Dr.">Dr.</option>
</select>
</td></tr>
<tr><td>Degrees 1: <select name="degrees1" ID="degrees1">
<option></option>
<option value="AA">AA</option>
<option value="AAS">AAS</option>
<option value="AS">AS</option>
<option value="BA">BA</option>
<option value="BBA">BBA</option>
<option value="BGS">BGS</option>
<option value="BS">BS</option>
<option value="BVSc">BVSc</option>
<option value="DC">DC</option>
<option value="DVM">DVM</option>
<option value="DVSc">DVSc</option>
<option value="MA">MA</option>
<option value="MBA">MBA</option>
<option value="MD">MD</option>
<option value="MS">MS</option>
<option value="PhD">PhD</option>
<option value="RN">RN</option>

```

```

                <option value="VMD">VMD</option>
            </select>
        </td></tr>
        <tr><td>Degrees 2: <select name="degrees2" ID="Select1">
            <option></option>
            <option value="AA">AA</option>
            <option value="AAS">AAS</option>
            <option value="AS">AS</option>
            <option value="BA">BA</option>
            <option value="BBA">BBA</option>
            <option value="BGS">BGS</option>
            <option value="BS">BS</option>
            <option value="BVSc">BVSc</option>
            <option value="DC">DC</option>
            <option value="DVM">DVM</option>
            <option value="DVSc">DVSc</option>
            <option value="MA">MA</option>
            <option value="MBA">MBA</option>
            <option value="MD">MD</option>
            <option value="MS">MS</option>
            <option value="PhD">PhD</option>
            <option value="RN">RN</option>
            <option value="VMD">VMD</option>
        </select>
    </td></tr>
    <tr><td>Title: <input type="text" name="membertitle" size="50" maxlength="50"
    ID="Text4"></td></tr>
    <tr><td>Organization: <input type="text" name="organization" size="100"
    maxlength="100" ID="Text5"></td></tr>
    <tr><td>Department: <input type="text" name="department" size="100"
    maxlength="100" ID="Text6"></td></tr>
    <tr><td>Address 1: <input type="text" name="address1" size="100" maxlength="100"
    ID="Text7"></td></tr>
    <tr><td>Address 2: <input type="text" name="address2" size="100" maxlength="100"
    ID="Text8"></td></tr>
    <tr><td>City: <input type="text" name="City" size="50" maxlength="50"
    ID="Text9"></td></tr>
    <tr><td>State: <select name="state" ID="state">
        <option></option>
        <option value="AL">AL</option>
        <option value="AK">AK</option>
        <option value="AS">AS</option>
        <option value="AZ">AZ</option>
        <option value="AR">AR</option>
        <option value="CA">CA</option>
        <option value="CO">CO</option>
        <option value="CT">CT</option>
        <option value="DE">DE</option>
        <option value="DC">DC</option>
        <option value="FL">FL</option>
        <option value="GA">GA</option>
        <option value="GU">GU</option>
        <option value="HI">HI</option>
        <option value="ID">ID</option>
        <option value="IL">IL</option>
        <option value="IN">IN</option>
        <option value="IA">IA</option>
        <option value="KS">KS</option>
        <option value="KY">KY</option>
        <option value="LA">LA</option>
    </select>
    </td></tr>

```

<option value="ME">ME</option>
<option value="MD">MD</option>
<option value="MA">MA</option>
<option value="MI">MI</option>
<option value="MN">MN</option>
<option value="MS">MS</option>
<option value="MO">MO</option>
<option value="MT">MT</option>
<option value="NE">NE</option>
<option value="NV">NV</option>
<option value="NH">NH</option>
<option value="NJ">NJ</option>
<option value="NM">NM</option>
<option value="NY">NY</option>
<option value="NC">NC</option>
<option value="ND">ND</option>
<option value="MP">MP</option>
<option value="OH">OH</option>
<option value="OK">OK</option>
<option value="OR">OR</option>
<option value="PA">PA</option>
<option value="PR">PR</option>
<option value="RI">RI</option>
<option value="SC">SC</option>
<option value="SD">SD</option>
<option value="TN">TN</option>
<option value="TX">TX</option>
<option value="UT">UT</option>
<option value="VT">VT</option>
<option value="VI">VI</option>
<option value="VA">VA</option>
<option value="WA">WA</option>
<option value="WV">WV</option>
<option value="WI">WI</option>
<option value="WY">WY</option>
<option value="AP">AP</option>
<option value="MB">MB</option>
<option value="NB">NB</option>
<option value="NF">NF</option>
<option value="NS">NS</option>
<option value="ON">ON</option>
<option value="PE">PE</option>
<option value="PQ">PQ</option>
<option value="QC">QC</option>
<option value="SK">SK</option>
<option value="YU">YU</option>
<option value="AE">AE</option>
<option value="AB">AB</option>

</select>

</td></tr>

<tr><td>Zip: <input type="text" name="zip" size="25" maxlength="25" ID="Text10"></td></tr>

<tr><td>Country: <input type="text" name="Country" size="25" maxlength="25" ID="Text11"></td></tr>

<tr><td>Work Phone: <input type="text" name="workphone" size="50" maxlength="50" ID="Text12"></td></tr>

<tr><td>Fax: <input type="text" name="Fax" size="50" maxlength="50" ID="Text13"></td></tr>

<tr><td>Update contact information: <select name="updateinfo" ID="Select2">
<option value="no" selected>no</option>

```

                <option value="yes">yes</option>
            </select>
        </td></tr>
        <tr><td>Type of login: <select name="type">
            <option value="returning">returning</option>
            <option value="self enroll">self enroll</option>
            <option value="administrative enroll">administrative
                enroll</option>
        </select>
    </td></tr>
    <tr><td>Custom Field 1: <input type="text" name="customfield1" size="100"
        maxlength="100" ID="Text21" value="customfield1"></td></tr>
    <tr><td>Custom Field 2: <input type="text" name="customfield2" size="100"
        maxlength="100" ID="Text22" value="customfield2"></td></tr>
    <tr><td>Custom Field 3: <input type="text" name="customfield3" size="100"
        maxlength="100" ID="Text23" value="customfield3"></td></tr>
    <tr><td>Custom Field 4: <input type="text" name="customfield4" size="100"
        maxlength="100" ID="Text24" value="customfield4"></td></tr>
    <tr><td>Custom Field 5: <input type="text" name="customfield5" size="100"
        maxlength="100" ID="Text25" value="customfield5"></td></tr>
    <tr><td><br><input type="submit" id="image1" name="image1" WIDTH="104"
        HEIGHT="24" value="Add member to AALAS"></td></tr>
</table>
</form>
</body>
</html>

```