How do I add or update IP addresses in EBSCOadmin for authentication?

IP address authentication is an easy way to seamlessly authenticate users requesting access to EBSCO services. Users gain access based on their computer or site IP address (numerical address), eliminating the need for user IDs and passwords. Any site administrator with access to EBSCOadmin can quickly add an IP address to enable access. Remember, IP addresses entered need to be part of a customer site’s local network or proxy service for use by authorized users.

To add or update IP address authentication:

1. Click the Authentication Tab. From the drop-down lists on the toolbar, select the site you want to work with.
2. Click the IP Address Sub-Tab. The IP Address Authentication Screen appears.
3. Click the Add IP Address Link. From the drop-down list, select the Group ID.
4. In the IP Address field, enter your new IP address. You can either enter a single IP address or a range of IP addresses. For example: 123.65.7.12 or 123.65.7.12-123.65.7.23
5. Click Submit. The list of IP addresses appears with your new IP address displayed.

You can modify the IP address for any user group by clicking on the linked IP address in the IP Address list.

To delete an IP range, click the Delete IP Range Link, enter the range of IP addresses, and click Submit.

If a proxy server is in use, its IP address must be entered. Private Internet IP addresses (per RFC 1918) cannot be entered.

You can upload all of your IP addresses to EBSCOadmin from a delimited text.

Enabling end user access via IP

The base EBSCOhost URL for this authentication is the following:


You can also direct your users to a specific profile by adding a profile ID to the end of the URL. Example:

Note: profileid identifies one of your profiles such as eds

Note for Consortia: You may want to authenticate patrons using a pool of shared IP addresses, then provide access for the member sites by customer ID. In this case, add the customer ID to the end of the URL. (For example, http://search.ebscohost.com/login.as...ype=ip&custid=custid where custid identifies your library's customer ID within EBSCOadmin.) We will first authenticate the IP address and then check the custid specified on the URL.

See also:

IP Address Authentication - Frequently Asked Questions