



Information for Librarians

Welcome and thank you for your interest and support of NCTM publications. NCTM is the world's largest mathematics education organization throughout the United States and Canada. We value our library partners and look forward to providing your institution with our journals' quality, cutting-edge information for use by teachers, principals, administrators, math coaches, teacher educators and other mathematics education professionals. The goal of this guide is to provide information related to ordering subscriptions, accessing subscribed content, managing your institution's holdings and account information, and more.

Subscription Options

The journal, *Mathematics Teacher: Learning and Teaching PK-12*, is offered to institutions as print+online. The journals, *Journal for Research in Mathematics* and *Mathematics Teacher Educator* are online only. For an at-a-glance look at our journals, [click here](#). For information about NCTM Books, [click here](#).

Institutions may choose a 1-year or 2-year subscription. Subscribers to any content (JRME/MTLT/MTE and print+online or online-only) can maintain perpetual access. NCTM does not offer Ahead of Print content. All of our journals are available online, allowing users quick and easy access to the same authoritative content available in the print versions.

Placing an Order

Institutions must place orders by completing the **Institutional Subscriber Form** or by placing an order through a subscription agent. Payments for subscriptions must accompany orders. When placing your order, you will be asked to provide an end user e-mail address for the individual who will administer your institution's account/holdings. You will also be asked to provide IP ranges for access. Note that class "A" IP address ranges are not acceptable.

To review general policies, publication frequencies, subscription rates, order requirements, visit our [Subscription Page](#).

Our Web Platform

NCTM is committed to providing institutions with a valuable online experience, including easy access to usage reporting. Our content is hosted on the Sheridan PubFactory platform, which is COUNTER compliant (based on the C.O.P. 5.0).

Accessing Your Subscriptions

Institutions access subscribed content via IP authentication. Upon accessing your institution's account for the first time (see below), you should verify that the necessary IP ranges have been appropriately associated with your account.

We do accept authentication to our content via EZProxy server. However, please note that support for EZProxy is managed by OCLC. As such, NCTM cannot provide configuration guidance or other support for EZProxy. For support, please visit OCLC at www.oclc.org/support/services/ezproxy.en.html.

Managing Your Account

Librarian administrators can manage their institution's account via our Account Management System (AMS). To access the AMS, please visit <https://ams-pubs.nctm.org>. Log in with your username and password. Your username has been sent to the e-mail on record with your account (if you need help locating your username, or updating the email address associated with your account, [contact us](#)). Upon accessing the AMS for the first time, you will need to set a password; set your password by entering your username and clicking on "Forgot your password?". You will receive an e-mail to reset your password and log in to your account.

Using the AMS will allow you to:

- Monitor subscriptions (Subscriptions tab)
- Verify IP ranges for access (Access tab)
- Download COUNTER usage reports (Reports tab)
- Upload your institutional logo (Details tab)
- More details can be found upon logging in to the AMS. If you find that any details associated with your account are incorrect or missing, please contact us.

Terms of Use

Institutional subscribers may download, save, or print text, search results, or other information for the purpose of noncommercial, private use or research. Institutional subscribers also shall provide users access only from designated terminals within the subscribing institution's IP range and within a single geographical location, such as a university campus. Please refer to our [general terms and conditions](#) regarding use of this website.

Instructors may desire to share content with their class or librarian administrators may receive interlibrary loan requests for subscribed content. For guidelines on these common requests, and others, visit our [Copyright and Permissions page](#).

Additional Questions?

NCTM can be contacted via mail (1906 Association Drive, Reston, VA 20191-1502), phone (800-235-7566 or 703-620-9840), [e-mail](#), or fax (703) 476-2970.