# USING "MY ACCOUNT" IN MYILIBRARY

Updated: 1 August 2013



## **Table of Contents**

Landing Page	3
My Account	4
My Account Homepage	5
My Account >> Bookshelf	6
My Account >> Notes	7
My Account >> Notes >> Creating a Note	8
My Account >> Notes >> Viewing Saved Notes	9
My Account >> Saved Searches	. 10
My Account >> Saved Searches >> Saving a New Search	10
My Account >> Saved Searches >> Viewing Saved Searches	11
My Account >> Settings	. 12
My Account >> Settings >> Personalize Viewing Experience	12



Once patrons authenticate to the MyiLibrary platform, they can setup a personal account that will allows them to save previous searches, make bookmarks and save settings.

# Landing Page







# **My Account**

Help My Account			Home   New Titles   Logout
<b>INGRAM</b>	MyiLibrary <sup>*</sup>		Search 🔍
			Advanced Search »
	Home » My Account		
	My Account		
1	Login to Your Account		
	Please login to use site features such as saved searc	hes and notes.	
	Email Address	Submit	
	Password Forgot Your Password	Submit	
2	Please enter your email address and your password	will be sent to you shortly.	
	Email Address	Submit	
3	Create an Account Please enter your email address and your account w	Il he evented. A confirmation email will be	
	sent along with your password.	in be created. A commation email will be	
	Email Address	Submit	
	Create an Account Privacy Policy	Help	English Español
	Trial Registration Terms and Conditions	Virtual Tour	Contact Support
	All rights reserved. MyiLibrary® is	a registered trademark in the U.S. and other countri	3.

Item #	Direction
1	For existing accounts: Enter username (which is the registered email address) & password to authenticate to personal account
2	For existing accounts: If a patron forgets the password, enter username (which is the registered email address) & the password will be emailed
3	<ul> <li>For new accounts</li> <li>Enter email address (which will serve as the username) &amp; a password will be emailed immediately</li> <li>After receiving the password, patron will return to Step 1</li> <li>Patron will be able to change password after first login</li> </ul>



# My Account Homepage

Help   My Account			Home	New Titles   Logout
INGRAM	MyiLibrary'			Search 🔍
				Advanced Search >
	Home » My Account Welcome			
	addinestant opiny (alog remean tent.com	Logout		
4	Personalized Links			
	Bookshelf »			
	Notes » Saved Searches »			
	Settings »			
2	Change Your Password			
2	Please enter your old and new passwords and hit "Subr	nit".		
	Old Password			
	New Password			
	Confirm New Password			
		Submit		
	Create an Account Privacy Policy	Help	English Español	
	Trial Registration Terms and Conditions	Virtual Tour	Contact Support	
	i All sights recented <b>15</b> if there <b>2</b> is a set	naisternet tradement in the U.S. and ather sound	dea .	
	All rights reserved. MyiLibraryo is a n	egistered trademark in the U.S. and other count	165.	

Item #	Direction
1	"Personalized Links": Use these links to access the different features of the personal account
2	"Change Your Password": Enter old password & new password as directed



# My Account >> Bookshelf



Item #	Direction
1	To add a title to download, click the "Add to Bookshelf for Download" link from either the Search Results, Product Details or Viewer (shown above)



Item #	Direction
2	<ul> <li>Once successful, the link will change to "Title was added to bookshelf"</li> <li>Click on the new link to be directed to the patron's bookshelf</li> </ul>

## My Account >> Notes





Item #	Direction
1	To create a note, first navigate to the appropriate part of the title; highlight text, as needed
2	Click "Add/View a Note" to add the note

### My Account >> Notes >> Creating a Note

Help   My Account	Home   New Titles   Logout
Return to Product Detail	
HIDE MENU ( Bibliographic Details	▼ 🕲 🗘 15 🕑 Ø Go To Page 🔵 125% 😋 🇐 😂
Advances in Civil, Transportation and Environmental Engineering Written By: GUO, J.;LU, Q. MIL EAN/ISBN: 9781299627635 Pub e:EAN/ISBN: 9781845647872 Subject (LC Class):	Advances in Civil, Transportation and Environmental Engineering 15
Product Detail > Citation > Export to RefWorks > Export to EndNote >	Notes 🛛
Notes	Subject:
Welcome	Nate re: Civil Engineering
Add/View a Note » Viewer Tools	Note: Information work state of a centeric statistication focusion focus to one for the rationality strength limit value of a centeri stabilized
Add to Bookshelf for Download »	macadam base under over loading effect. The theory of an elastic layered gystem is applied to the change of stress in different depths of asphalt pavement under heavy load; uniform distributions of tire contact pressure in specifications are considered.
• Cover	2 Update Note Save New Note 3 na
Advances in Civil, Transportation an	Click on the note to view or edit note.
Copyright Page     Preface	Select notes to print or delete by clicking the checkbox.
Contents	
Section 1: Road and bridge engineer	Abstract
E Section 2: Transportation engineerin	
E Section 3: Structural engineering	The practice work state of a cement stabilized macadam base is to offer reference for the rationality strength limit value of a cement stabilized macadam base
E Section 4: Geotechnical engineering	under over loading effect. The theory of an elastic layered system is applied to
E Section 5: Environmental engineerin	the change of stress in different depths of asphalt pavement under heavy load;
E Section 6: Architecture and building	uniform distributions of tire contact pressure in specifications are considered. The results of mechanical analysis show that the tensile stress comes forth
E Section 7: Urban planning and desig	primarily at the bottom of a cement stabilized macadam base course, not at that
Author index	of asphalt layers, and the maximum tensile stress decreases with the thickening

Item #	Direction
1	Add the Subject & text; the page # is automatically populated
2	Click "Update Note" to save any updates to a previously saved note
3	Click "Save New Note" to save a new note



### My Account >> Notes >> Viewing Saved Notes

	Myil	Library		Search Q Advanced Search >
1	Notes			
	-	Item	Page	Note The practice work state of a cement stabilized macadam base is to
		Advances in Civil, Transportation and Engineering	Environmental <sub>15</sub>	offer reference for the rationality strength limit value of a cement stabilized macadam base under over loading effect. The theory of an elastic layered system is applied to the change of stress in different depths of asphalt pavement under heavy load; uniform distributions of tire contact pressure in specifications are considered. Delete Selected Print Selected Email Selecte
	Create an Account Trial Registration	Privscy Policy Terms and Conditions	Help Virtual Tour	English Espeñol Contad Support

Item #	Direction
1	View, delete, print or email saved notes from the "Notes" page



## My Account >> Saved Searches

My Account >> Saved Searches >> Saving a New Search





Item #	Direction
1	To save a search, enter the desired search name & click "Save"
2	Patrons will see a confirmation message upon a successful save

#### My Account >> Saved Searches >> Viewing Saved Searches

Help   My Account				Home   N	lew Titles   Logout
INGRAM	MyiLibrary	v°			Search 🔍
					Advanced Search »
	Home > My Account > Saved Se Saved Searcher Search Name engineering		Term(s) engineering		ate Aug 2013 at All Delete Selected
	Create an Account Trial Registration	Privacy Policy Terms and Conditions	Help Virtual Tour	English Español Contact Support	
	All righ	its reserved. MyiLibrary⊗ is a registered tra	demark in the U.S. and other countri	es.	
Item # Di	rection				

Re-run or delete saved searches from the "Saved Searches" page

Pro	Q	uest

1

## My Account >> Settings

My Account >> Settings >> Personalize Viewing Experience

Help   My Account			Home   New Titles   Lo	ogout
INGRAM	(1) MyiLibrary		Search	
			Advanced S4	earch »
	Home » My Account » Settings			
	Settings			
	Viewer Toolbar Orientation	©Right		
	Display OShow	©Hide		
2	Bibliographic Details			
	Display OShow	<ul> <li>Hide</li> </ul>		
	Citation All			
3	Notes			
	Display ©Show	Hide		
4	Viewer Tools Display OShow	©ніde		
5	Text Only Viewer	Chide		
	Enable Text Only  No	©Yes		
6	Search Results			
	Results Per Page 10			
		Save 7		
		y Policy Help	English Español	
	Trial Registration Terms and	d Conditions Virtual Tour	Contact Support	
All rights reserved. MylLibrary® is a registered trademark in the U.S. and other countries.				

Item #	Direction
1	<ul> <li>"Viewer Toolbar"</li> <li>"Orientation": Select the "Left" (default) or "Right" orientation of the Viewer toolbar</li> <li>"Display": Select to "Show" (default) or "Hide" Viewer toolbar</li> </ul>
2	<ul> <li>"Bibliographic Details"</li> <li>"Display": Select to "Show" or "Hide" (default) the bibliographic details</li> <li>"Citation": Select which one or all citations to display</li> </ul>
3	"Notes" >> "Display": Select to "Show" or "Hide" (default) the notes
4	"Viewer Tools" >> "Display": Select to "Show" (default) or "Hide" Viewer tools
5	"Text Only Viewer" >> "Enable Text Only": Select "No" (default) or "Yes" to enable a text-only viewer
6	"Search Results" >> "Results Per Page": Select the number of search results to display
7	Click "Save" to save these personal settings