

## NLH My Library - [www.library.nhs.uk/mylibrary](http://www.library.nhs.uk/mylibrary)

**My Library** is a feature which allows you to personalise the National Library for Health (NLH) so that you see the content that you want to see. Features include:

- ⇒ **Home Library** - your Athens username identifies the library service for your organisation and automatically sets it as your home library, with a link to their website and any news feeds they have. (This can be changed if required).
- ⇒ **Find A Library** - (under Other Libraries: Edit your home and other libraries) type in a place name or postcode, and find details of other health libraries in that area.
- ⇒ **My Links** - a resource which allows you to add and categorise your favourite websites, so all your links are in one place. You can also email links to your colleagues!
- ⇒ **My Feeds** - an easy way to keep up-to-date - add your RSS (Really Simple Syndication) feeds in My Library, so that current knowledge from your chosen resources is delivered to your personal NLH.
- ⇒ **My Athens** - all the electronic resources available to you both nationally and locally are listed in My Library, so that you have everything you need in one place.


### How to set up My Library:

1. If you have not done so already, register for an Athens password. Go to the NHS Evidence homepage ([www.evidence.nhs.uk](http://www.evidence.nhs.uk)), click on 'Journals and Databases' on the left of the screen and look under 'NHS Athens' to do this, or contact your local health library for assistance.
2. Once you have your Athens username and password, go to My Library ([www.library.nhs.uk/mylibrary](http://www.library.nhs.uk/mylibrary)) You can log in from the homepage or from the MyLibrary page.

### Adding links to My Links:

1. There will be some links already listed, but if they aren't useful to you, then you can remove some or all of them, by ticking the boxes and clicking Remove.
2. To add a link, click on Add Link.
3. If you want to add a category, type in the heading. NB: Choose the headings you use very carefully, because they cannot be edited. You can delete them, but only if you delete all the links under that heading.
4. In Link Title, type in the name of the link.
5. In Summary, you can type in a very brief description.
6. In Link URL, type in the URL (Uniform Resource Locator = web/http address) of the link.
7. Click on Add Link under the Link URL box.
8. The link list is displayed in alphabetical order.
9. Links cannot be edited, so if you want to change a link, you have to remove it and start again.

### Adding RSS feeds:

1. RSS feeds save you having to visit all your favourite sites to see if anything new has been added. With an RSS feed, the information is posted to you, in the form of simple headings, so you can decide if you want to click on them and read more, or not. More information on RSS is available at <http://www.library.nhs.uk/rss/default.aspx>
2. There will be some feeds listed - again, these can be removed by ticking the boxes, and clicking on Remove.
3. If you know the RSS URL, copy it and click on Add Feed. You can find the RSS URL by clicking on the RSS logo, which often looks like  (sometimes it has XML on the orange shape and not RSS).
4. Put in an appropriate title (this is optional, but it makes more sense with a title).
5. Paste the URL.
6. Click on Add Feed under the Feed URL box.
7. Alternatively, you can select feeds from the NLH Feeds Directory (<http://www.library.nhs.uk/rss/directory/>). You can browse the directory or search by keyword to find relevant feeds.
8. When you find the feed that you want to add to My Library, click on Add to My Library.
9. If you want to change the order the feeds are displayed, click on the Edit Feeds link, and use the Move Up or Move Down options on the page that displays.

### My Update:

Once everything is set up, you can activate the My Update facility, which will email details of any changes that have taken place on your My Library, to your email address. This is another good way of keeping up-to-date.

### Further Assistance:

If you need help, contact your local healthcare librarian, or get in touch with the NLH team, via the Feedback link on the NLH homepage.