

## Personalizing your Search (My Sets)

### What are My Sets?

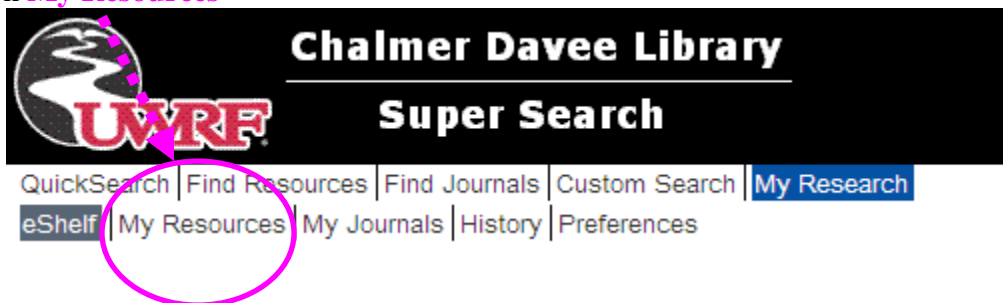
My sets are groups of informational resources that you can set up yourself for your specific research needs. For example, you have a history class and you want to do a search with this resource and that resource but the Library's Quick Sets don't meet your needs. So you make your own My Set. Here's how you do it.

First, make sure you are logged in with your Falcon Account ID and password.

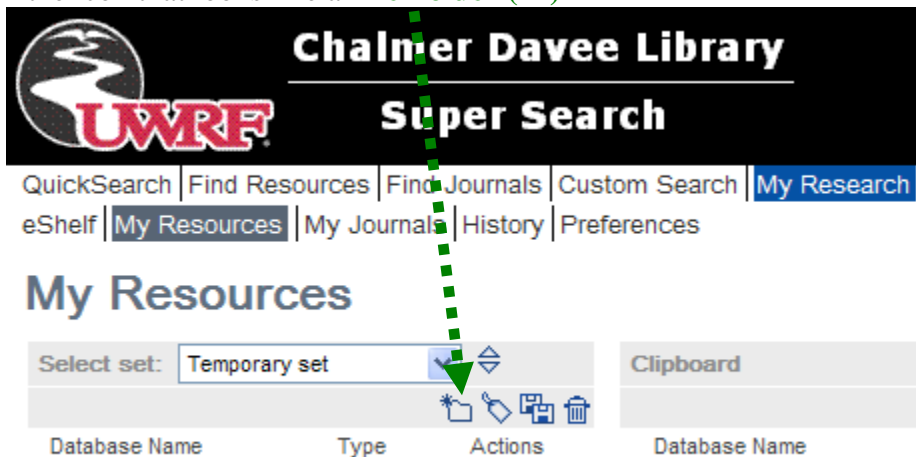
Click on **My Research**



Click on **My Resources**

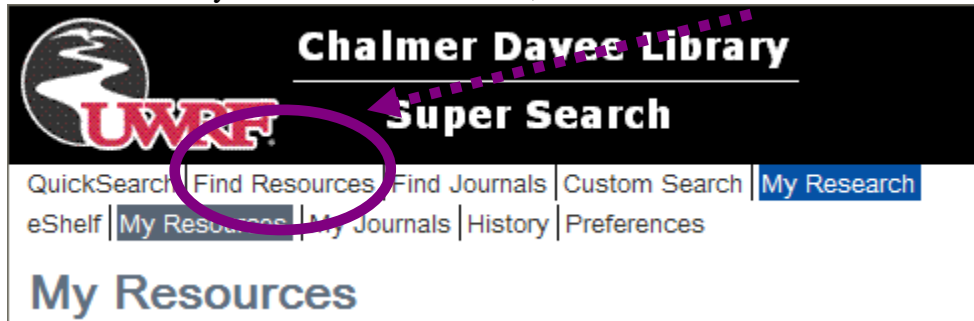


Click on the icon that looks like a **File Folder** (📁)

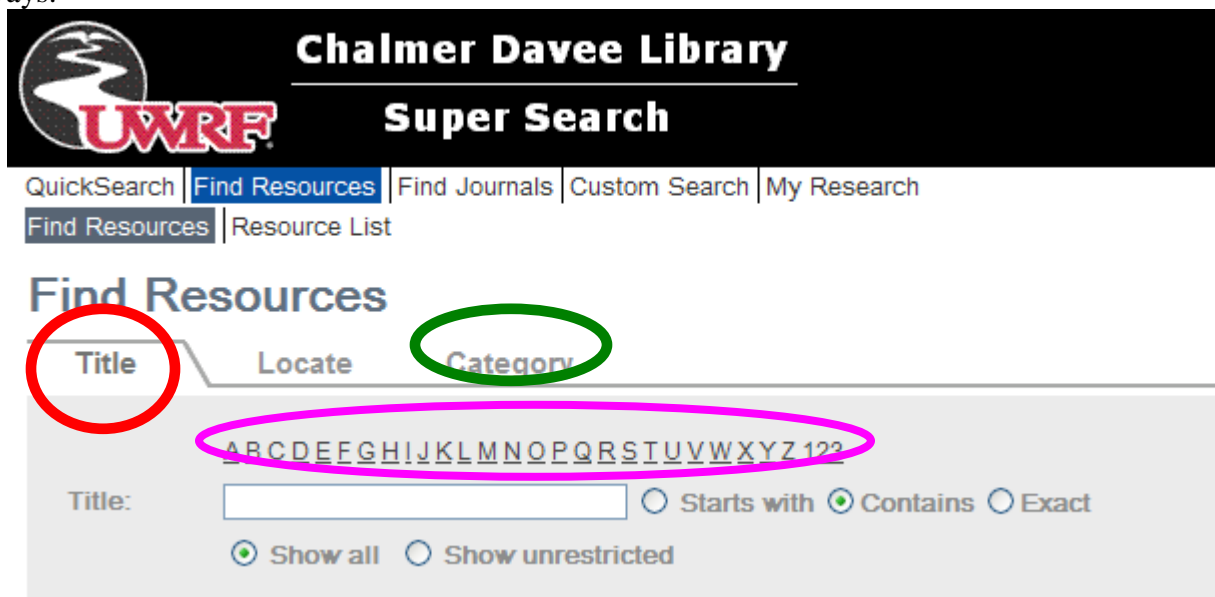


Name your set something that you will remember, such as the topic of your class or something specific to your needs. You can even enter a Description if you like (it's optional). Once you are done, remember to click on "Save" to save your new set.

Now you are ready to select the informational resources (such as the library’s catalog, a journal database, etc.) that you want to add to your new set. To do this, click on **Find Resources**






Search for the resource that you want to add to your set. You can search for the resources in several different ways:



**Title:** If you know the name of the resource, you can just type in the name.

**Alphabetical List:** If you are unsure of the name, you can browse the resource list by clicking on the first letter of the alphabet.

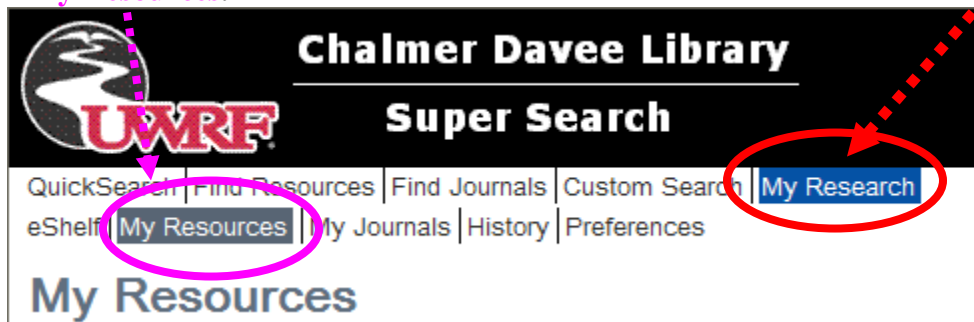
**Category:** If you click on Category, you will get a list of predefined resources by topic. Scroll through the list to find your topic. Make sure it is highlighted and then click on the “Go” button to bring up the list of resources.

Once you have located a resource that you want to add to your list, look for the  sign to the right of the title. Click on the  sign and it will add it to your clipboard. Repeat until you have all the resources you want. Note: the icon will change color slightly and the icon will now look like this  - this means that the resource has been saved to your clipboard.

Category: Agriculture—General contains 12 databases

Resource Name	Type	Actions
<input type="checkbox"/> <a href="#">AGRICOLA (EBSCO)</a> <a href="#">Agriculture Research Guide</a>	Index	 
<input type="checkbox"/> <a href="#">AGRIS (FAO)</a>	Index	 
<input type="checkbox"/> <a href="#">Applied Science and Technology (Wilson)</a>	Index	 
<input type="checkbox"/> <a href="#">Biological &amp; Agricultural Index Plus (Wilson)</a>	Index	 
<input type="checkbox"/> <a href="#">Biological Abstracts</a>	Index	 
<input type="checkbox"/> <a href="#">BioOne</a>	Index	 
<input type="checkbox"/> <a href="#">Lexis-Nexis Academic</a>	Index	 
<input type="checkbox"/> <a href="#">MEDLINE (EBSCO)</a>	Index	 
<input type="checkbox"/> <a href="#">Science Citation Index-ISI Web of Knowledge</a>	Index	 

Once you have gathered all the resources you want to add to your set, click on **My Research** and then **My Resources**.



Your screen should look something like this:

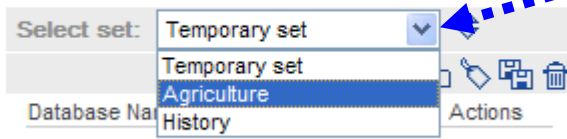
## My Resources

Select set:     

Database Name	Type	Actions
<a href="#">Academic Search Complete (EBSCO)</a>	Index	  
<a href="#">AGRICOLA (EBSCO)</a>	Index	  
<a href="#">Biological &amp; Agricultural Index Plus (Wilson)</a>	Index	  
<a href="#">Biological Abstracts</a>	Index	  
<a href="#">BioOne</a>	Index	  
<a href="#">UW - River Falls - Library Catalog</a>	Library	  

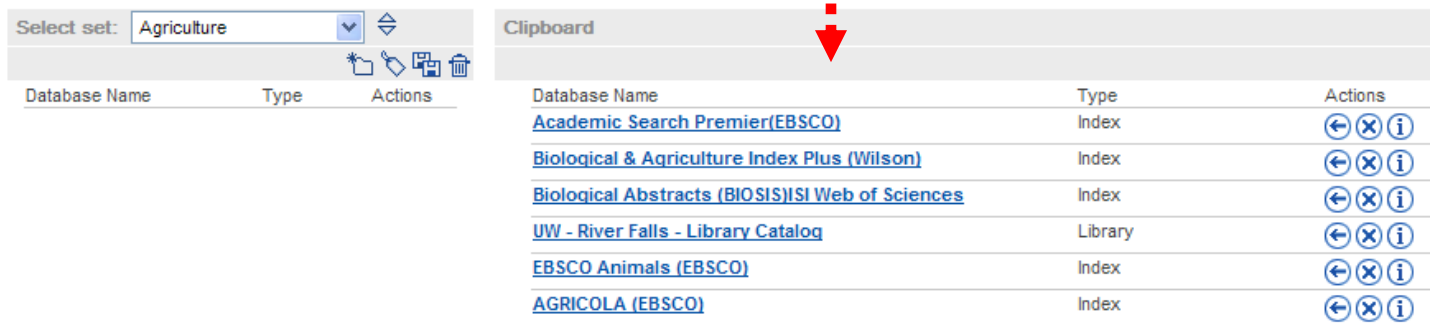
Select the new set that you created (if it is not already selected) by clicking on the drop-down arrow and highlighting the set that you want to add resources to.

## My Resources



The resources that you added to your clipboard will appear on the **right hand side** of the screen. You will have to “move” them to your set by clicking on the button. Moving the resource will not remove it from the clipboard (so you can use it again in another set). **YOU CAN ONLY HAVE 8 RESOURCES IN A SET**, but **you can have more than one set**. If you accidentally add a resource that you don’t want, just click on the to delete it from your set.

## My Resources

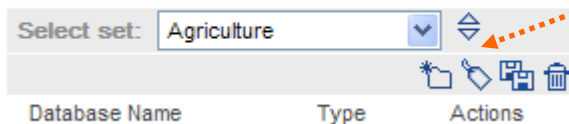


Here is an example of what a set looks like once a resource has been added into it.



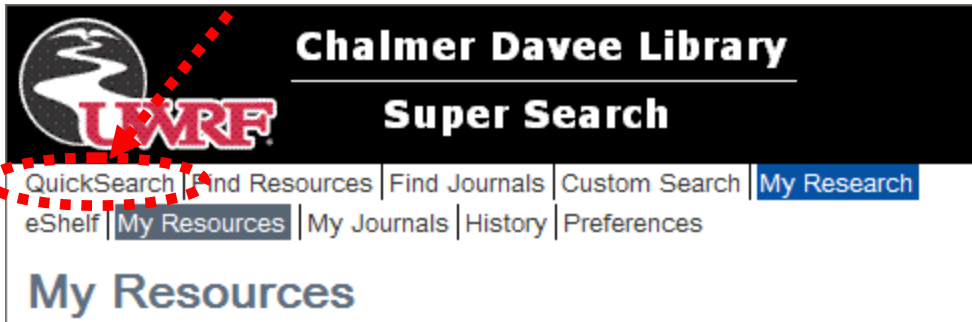
Once you have added all the resources for your set, click on the **tag icon** to update and save your set.

## My Resources



Now you are ready to search using your sets. To search using your My Sets, do the following:

Click on **QuickSearch** to return to the main search page.

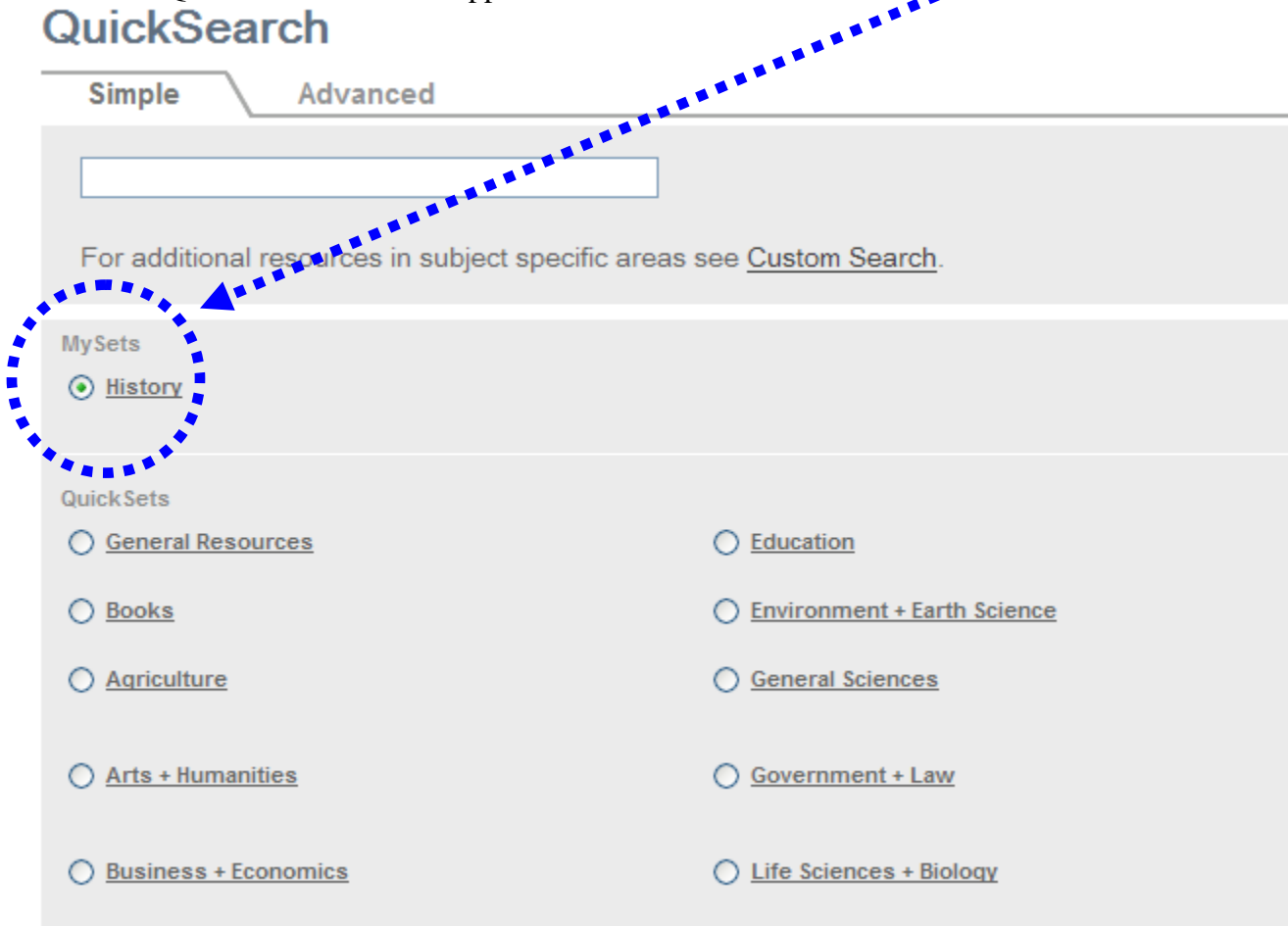


**Chalmer Davee Library**  
**Super Search**

QuickSearch | Find Resources | Find Journals | Custom Search | **My Research**  
eShelf | **My Resources** | My Journals | History | Preferences

## My Resources

Once you have returned to the QuickSearch page, you should see your **My Sets** that you have created right above the QuickSets box. It will appear similar to this:



### QuickSearch

Simple / Advanced

For additional resources in subject specific areas see [Custom Search](#).

**MySets**

- [History](#)

**QuickSets**

<input type="radio"/> <a href="#">General Resources</a>	<input type="radio"/> <a href="#">Education</a>
<input type="radio"/> <a href="#">Books</a>	<input type="radio"/> <a href="#">Environment + Earth Science</a>
<input type="radio"/> <a href="#">Agriculture</a>	<input type="radio"/> <a href="#">General Sciences</a>
<input type="radio"/> <a href="#">Arts + Humanities</a>	<input type="radio"/> <a href="#">Government + Law</a>
<input type="radio"/> <a href="#">Business + Economics</a>	<input type="radio"/> <a href="#">Life Sciences + Biology</a>

Be sure to click the button next to the set that you want to use. In the example above, if you typed in a search, the system would search using the History My Set that was created.

If you do not see your My Sets, you may have logged out. If you log back in with your Falcon Account ID and password, you should see the My Sets that you created.

**If you have trouble or if you have questions on creating My Sets, please stop by the Research Help Desk in the library and we can help you!**