

SDI Notifications User Guide



How do I sign up for new title notifications?

You can sign up to receive an email whenever new titles you are interested in are added to the library collection

Log into "Member Services" in the library catalogue :

<https://bit.ly/rucrlcat>

Your "User ID" is your Library card number Rxxxxxx, (which can be found on the front of your Library card)

Your "Password" is your date of birth in the format ddmmyy)

[Reserve History](#)

[Branch Email List](#)

[Manage New Title Notification](#)

[Manage Reviews](#)

Click on
"Manage
New Title Notification"

Basic - Member Profiles for Email

Available Standard Notification Profiles

code	description	select
D	D - CD	<input type="checkbox"/> D
DV	DV - DVD	<input type="checkbox"/> DV
E	E - PICTURE BOOKS	<input type="checkbox"/> E
FACT	FACT - ADULT FICTION - ACTION AND ADVENTURE	<input type="checkbox"/> FACT
FAUS	FAUS - ADULT FICTION - AUSTRALIAN	<input type="checkbox"/> FAUS
FCRI	FCRI - ADULT FICTION - CRIME	<input type="checkbox"/> FCRI
FERO	FERO - ADULT FICTION - EROTIC	<input type="checkbox"/> FERO
FFAN	FFAN - ADULT FICTION - FANTASY	<input type="checkbox"/> FFAN
FHIS	FHIS - ADULT FICTION - HISTORICAL	<input type="checkbox"/> FHIS
FROM	FROM - ADULT FICTION - ROMANCE	<input type="checkbox"/> FROM
FSAG	FSAG - ADULT FICTION - SAGA	<input type="checkbox"/> FSAG
FSCI	FSCI - ADULT FICTION - SCIENCE	<input type="checkbox"/> FSCI
FSHO	FSHO - ADULT FICTION - SHORT STORIES	<input type="checkbox"/> FSHO
FSUS	FSUS - ADULT FICTION - SUSPENSE	<input type="checkbox"/> FSUS
FWAR	FWAR - ADULT FICTION - WAR	<input type="checkbox"/> FWAR
FWES	FWES - ADULT FICTION - WESTERN	<input type="checkbox"/> FWES

To select a Basic Profile, click in the box next to the profile/s you are interested in, then click "Add"

You can also create a Custom Profile to receive notifications about your chosen subject, series or author

To do this click "Add Profile"

No Custom Profiles

[Add Profile](#)

Enter a Profile Code, Description, Publication Year (optional), and select Material Type/s and Collection/s

Advance - Member Profiles for Email Notification of New Titles

Profile Code:

Profile Description:

Publication Year(From):

Publication Year(To):

- All Materials
- Book
- Online Resource
- Audio
- DVD
- CD
- Magazine
- Images and Local History
- Non-Book
- All Collections
- Adult Fiction
- Non Fiction
- DVD
- CD
- Audio Books
- Magazine

Click on Search to find your chosen Subject, Series or Author

If you are searching for an author, enter the author's surname and click "Search"

On the list of search results, tick the box for your chosen author than click "Transfer"

Index Term

Available Terms	
<input type="checkbox"/>	Marsden, Christine
<input type="checkbox"/>	Marsden, Fiona
<input checked="" type="checkbox"/>	Marsden, John
<input type="checkbox"/>	Marsden, Kathryn
<input type="checkbox"/>	Marsden, Maeve
<input type="checkbox"/>	Marsden, Matthew

Now click "Submit" to create your profile and start receiving email notifications

Authors: "

Click **OK**.

New SDI profile is added successfully.