KentLINK saved searches

Logging into Your Library Account:
http://www.library.kent.edu
- Click on My Library Account from the Library Home Page
- Use your Flashline username and password to log in
- You can renew materials, view due dates and pay fines from this screen as well.

Searching KentLINK
Create a search using the search feature in your KentLINK record
- Click on the Search Catalog button near the top
- Choose a search type
- Create your search string and refine as needed
- Review your search results for relevancy
- Click on Save as a Preferred Search, next to the search window.
  Each time, this search will be saved in your library record space; you can choose
to rerun the search manually at any time to look for additional material.

Set up an email Search Alert from Preferred Searches
- Log into your record, or from a search results screen, Click on the blue button
  Return to Your Record at the top of the window
- Click on Preferred Searches
- Check the box next to the search for which you want to create an email alert
- Click Update List
- You will receive an email each time the search results adds any additional titles.

To remove a Preferred Search
- Log into your record, or click on Preferred Searches
- Check the box next to the search to be removed
- Click on Update List

To stop an Email Alert
- Log into your record, or click on Preferred Searches
- Uncheck the box next to Mark for Email
- Click on Update List