



How to: Export My Favourites Data from NUsearch ('saved records' and 'Saved searches')

In April 2019, we will be upgrading our library system. This is part of a big project to improve student experience in the library. The new system will be easier to use, quicker and more effective.

When we move to our new system, we will lose access to some personal data stored on the current version. This includes any information stored in the 'My Favourites' area of NUsearch. This 'How to' guide provides instructions for exporting this information, so that you do not lose any important information.

- 1. Log in to <u>NUsearch</u>.
- 2. Click on the pin icon in the top right corner of the screen . This will take you to 'My Favourites'.





Library

Saved Records

3. From 'My Favourites – Saved records', you can check a box to select all of the records you have in your list:

My Favourit	es 🖍 add labels 🧏 🚥				
SAVED RECORDS	SAVED SEARCHES SEARCH HISTORY				
✓ 4 items					
	JOURNAL Journal of the Association for Information Science and Technology [electronic resource]. Hoboken, NJ : John Wiley & Sons 2014 & Full text available online (2) > (2) View journal contents (2) ADD LABELS	77	*		Sort by Date added ▼ Labels Unlabelled items (4)
	ARTICLE How Much of Library and Information Science Literature Qualifies as Research? Turcios, M.E.; Agarwal, N.K.; Watkins, L. Journal of Academic Librarianship, September 01, 2014, Vol.40(5), pp.473-479 PEER REVIEWED In Full text available online In A section 2 (19) View issue contents In A section 2 (19) View issue contents In A section 2 (19) A DD LABELS	77	*		
	ARTICLE A humble servant: The work of Helen L. Brownson and the early	77	*	•••	

4. Select the 3 dots and you will see your export options:

My Favourites	🧨 ADD LA	BELS 🦎			
SAVED RECORDS	SAVED SEARCHES	S SE/	ARCH HISTORY		
My Favourites	🖍 ADD LABELS 🛛 🐺 🚥				
EXPORT BISTEX	RIS REFWORKS		EASYBIB PRINT	E-MAIL	
		CLUSE	1-1-1	77 [n e

5. There are no import options for NUsearch, so once you have exported your data you will need to keep it and reinstate it to your new My Favourites list once the major NUsearch upgrade has been completed.



Library

Saved searches and search alerts

6. From 'My Favourites – Saved searches', make a note or take a screenshot of the searches you have set up as details cannot be exported from NUsearch. Remember

to check if the bell icon is highlighted, as this means you will have a search alert set up, and you will need to turn this on again, if you recreate the search when we have started using our new system.

civil	l engineering	× / All Collections • 🔎	ADVANCED SEARCH
My Fa	avourites 🗏		
SAVED R	RECORDS SAVED SEARCHES SEARCH HISTORY		
4	4 search queries		
1	civil engineering SCOPE: All Collections / All Collections 22/03/2019		9 👗 🔏
2	e-learning SCOPE: All Collections / All Collections 22/03/2019		9 🗼 🄏
3	educational technology scope: All Collections / All Collections 22/03/2019		9 🕷 🔏
4	information science SCOPE: All Collections / All Collections 20/03/2019		9 🕷 🔏

7. If you click on any of the search query links, the search you have saved will be re-run in NUsearch so you could use this to check if you have applied any filters to your saved search that you want to recreate once the major upgrade has completed.

	civil engineering	X All Collections -	ADVANCED SEARCH
	PAGE 1 1,502 Results 🤺 Save query 🕥 Personalise		Active filters
	¹ Computing in civil engineering : June 23-25, 2013, Los Angeles, California / sponsored by Technical Council on Computing an Information Technology of the American Society of Civil Engineering edited by Ioannis Brilakis, SangHyun Lee, Burcin Becerik-Gerber. ASCE International Workshop on Computing in Civil Engineering (2013: Los An Lee, SangHyun. Becerik-Gerber, Burçin. American Society of Civil Engineers. Te and Information Technology	S ; geles, Calif.) Brilakis, Ioannis. chnical Council on Computing	Reviews X Books X Full text available online X Reset filters Filter my results
	2 versions of this record exist. See all versions >		Expand My Results
PAGE 1 ~	² Applied mechanics and civil engineering II : selected, peer review papers from the Second SREE Workshop on Applied Mechanics ar Civil Engineering (AMCE 2012), September 15-16, 2012, Hong Kon edited by Liquan Xie. Xie, Liquan. SREE Workshop on Applied Mechanics and Civil Engineering (2nd : Xie, Liquan. SREE Workshop on Applied Mechanics and Civil Engineering (2nd : Xie, Liquan. SREE Workshop on Applied Mechanics and Civil Engineering (2nd : Xie, Liquan. SREE Workshop on Applied Mechanics and Civil Engineering (2nd : Xie, Liquan. SREE Workshop on Applied Mechanics and Civil Engineering (2nd : Xie, Liquan. SREE Workshop on Applied Mechanics and Civil Engineering (2nd : Xie, Liquan. SREE Workshop on Applied Mechanics and Civil Engineering (2nd : Xie, Liquan. SREE Workshop on Applied Mechanics and Civil Engineering (2nd : Xie, Liquan. SREE Workshop on Applied Mechanics and Civil Engineering (2nd : Xie, Liquan. SREE Workshop on Applied Mechanics and Civil Engineering (2nd : Xie, Liquan. SREE Workshop on Applied Mechanics and Civil Engineering (2nd : Xie, Liquan. SREE Workshop on Applied Mechanics and Civil Engineering (2nd : Xie, Liquan. SREE Workshop on Applied Mechanics and Civil Engineering (2nd : Xie, Liquan. SREE Workshop on Applied Mechanics and Civil Engineering (2nd : Xie, Liquan. SREE Workshop on Applied Mechanics and Civil Engineering (2nd : Xie, Liquan. SREE Workshop on Applied Mechanics and Civil Engineering (2nd : Xie, Liquan. SREE Workshop on Applied Mechanics and Civil Engineering (2nd : Xie, Liquan. SREE Workshop on Applied Mechanics and Civil Engineering (2nd : Xie, Liquan. SREE Workshop on Applied Mechanics and Civil Engineering (2nd : Xie, Liquan. SREE Workshop on Applied Mechanics and Civil Engineering (2nd : Xie, Liquan. SREE Workshop on Applied Mechanics and Civil Engineering (2nd : Xie, Liquan. SREE Workshop on Applied Mechanics and Civil Engineering (2nd : Xie, Liquan. SREE Workshop on Applied Mechanics and Civil Engineering (2nd : Xie, Liquan. SREE Workshop on Applied Mechanics and Civ	ed d g / 2012 : Hong Kong, China)	Sort by Relevance Availability Open Access New Titles

8. The steps on how to export favourites data from Nusearch ended here.