

Resource Centre Services

Simple 'Selective Dissemination of Information' (SDI)/ 'My Interests' User Guide

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Introduction

Selective Dissemination of Information (SDI) also known as My Interests is a proactive way of informing or sending resource centre user information about new information material s/he has specified based on what s/he is doing. With a help of REPOA resource centre software package called Liberty5, we now offer such a service using e-mail alerts.

Setting and Receiving E-mail Alerts

In order to enjoy this service, someone must be able to log in to our library home page. Login will be enabled when you are registered after completing a membership form for free membership particularly for receiving e-mail alerts only. Before receiving e-mail alerts you have to do the following:

1. Registration

Register online on 'Register' on top right of library catalogue page by going to our library catalogue whose address is <u>http://mail.repoa.or.tz:8180/liberty</u> then you wait for an approval from the librarian.



Open registration form on 'register' button

2. LOGIN

The login page / browser is a library catalogue page http://mail.repoa.or.tz:8180/liberty



Write your username and password in the login button

2. SETTING E-MAIL ALERTS

a. After logging in, go to My Portal



My Portal link

b. Then move to 'Interests'



Click on Interests

c. Adding new interests and editing the subscribed to

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Complete **e-mail**, **e-mail subject**, **search**, **search term** and **begin date** fields then click on **Save** button on top, then wait for the e-mail with alerts

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To: Hubert Shija					
Subject: REPOA library					
Recent arrivals :	in the Library	<u>^</u>			
1: The Foundat	ion for Civil Society annual report 2009: the state of civil society organisation	ns in Tanzania			
Date:	The Foundation for Civil Society 2010				
Classification:	JQ3517.9.P7F68				
2: The Foundat	tion news, 2010 (17) The Foundation for Civil Society				
Date:	2010				
Classification:	JQ3517.9.P7F68				
	Т				
3: How to buil	id N&E systems to support better government /				
Author: Company:	Mackay, Keith Robin, 1951- World Bank, Independent Evaluation Group.				
Date:	2007.				
Classification:	JF1351.M265				
URL:	http://www.loc.gov/catdir/toc/ecip0720/2007023126.html				
4: A cross-cul	itural theory of voter behavior /				
Co-author:	Falkowski, Andrzej: Newman, Bruce I				
Date:	c2008.				
Classification:	JF1001.C83				
URL:	http://www.loc.gov/catdir/toc/ecip078/2007000550.html				
5: Ten steps to a results-based monitoring and evaluation system : a handbook for development practitioners /					
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Information material received based on your areas of interests

For more support, e-mail us at library@repoa.or.tz or repoa@repoa.or.tz