

# Quick guide to creating your electronic resources PIN

postgraduate students  
& researchers

Adrienne Warricker

April 2011

http://www.library.up.ac.za/

1. Go to library homepage  
www.library.up.ac.za



UP Library Web WWW  
English Afrikaans

Department of Library Services



Library Home About the Library Libraries / Units / Collections E-Resources Journals Catalogue Contact

2. Click on Research Support under Quick Links on the right

News  
Library Newsletter  
- Most recent issue  
- Archive

Library Home

Search

Quick Links

Catalogue Keyword Search

Google Scholar (linked to Library Resources)

e-Exam Papers  
Course [dropdown] [input]  
(search via course code e.g. INL 120)

Find e-Journal:  
[input]  
Contains Begins With Exact Match

UPSpace (Institutional Repository)

e-Reserve Collection (search via course code)

- Teaching Support
- Research Support
- Assignment Support

Library support and services available to researchers and postgraduates at UP

- Referencing Techniques
- Training

My Library Space

- Ask / Chat to a Librarian
- My Library Record
- Interlending Requests
- StudentWeb (clickUP)
- IntraUP

News and Announcements

... of March 2011. All services are available as usual. We apologise for the inconvenience and thank you.  
• "The Library has gone Mobile" To access the UPLS mobile site: on your mobile's browser go to:

Library Intranet (Staff Only)



Library Home >> Research Support

**This is the Research Support page, for postgraduate students and researchers**

Welcome to the postgraduate research support web!

→ A New South African Online Patents Database now Available on WIPO (World Intellectual Property Organization)

- Read more

- Access the database

→ "SARIMA Information guide for innovators 2009" now available. Contact SARIMA by email / 012 841 3329 for more information

**3. Click on My Library Record on the right under *My Library Space***

**(This link is available in the same place on the Teaching Support page for lecturers)**

BOOKMARK

Search

Catalogue Keyword Search

Google Scholar Search

Quick Links

- Teaching Support
- Research Support
- Undergraduate Support
- Copyright
- Plagiarism
- Referencing Techniques
- Training

My Library Space

- Ask / Chat to a Librarian
- **My Library Record**
- Interending Request
- StudentWeb
- IntraUP

## Welcome to UP Explore Library Catalogue

[Library Home](#)[About the Library](#)[Libraries|Units|Collections](#)[E-Resources](#)[Journals](#)[The Catalogue](#)[Contacts](#)

## 4. Request a new PIN

**You must be a registered student/staff member to access library e-resources. You need to type your student/personnel no. (without the P or S) and your PIN.**

**\*\*\*If you do not have a PIN or forgot your PIN click on the "request a new PIN" link below and follow the instructions\*\*\***

**Keep your PIN confidential at all times. If there are more than five failed attempts to log in, the system will block access to the patron account for 3 minutes.**

[Request a new PIN](#)

[UP & CSIR Libraries Enquiry](#)

Please enter the following information:

Student/Staff no (8 digits) eg 04234567

ENTER PIN



Submit

[Request a new PIN](#)

[Start Over](#)

### Search Options

[Advanced Search](#)

[Author & Title](#)

[Government Document Number](#)

[UP Shelf Number](#)

[CSIR Shelf Number](#)

[Dewey Number](#)

### My Library

[My account](#)

[Inter-Library Loan](#)

### New Materials

[News Feeds](#)

[New Books](#)

[New Book Orders](#)

### Course Reserves

[Course Search](#)

[Instructor Search](#)

### Exam Papers

[Course Code](#)

[Department](#)

## Pin Request

Close Window

Please enter the following information:

Student/Staff no (8 digits) eg 04234567



**5. Enter your student no and click on Submit**







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A message has been sent to the email address we have on record for you. Please follow the instructions in that message to reset your PIN. If you do not receive an email, please contact your librarian for assistance.

[Start Over](#)[Close Window](#)

### Search Options

[Advanced Search](#)[Author & Title](#)[Government Document Number](#)[UP Shelf Number](#)[CSIR Shelf Number](#)[Dewey Number](#)

### My Library

[My account](#)[Inter-Library Loan](#)

### New Materials

[News Feeds](#)[New Books](#)[New Book Orders](#)

### Course Reserves

[Course Search](#)[Instructor Search](#)

### Exam Papers

[Course Code](#)[Department](#)

**6. Should you encounter problems, please come to the library and obtain assistance on level 3, or call (012) 420-3631.**

Call me on (012) 420-4795 if you're struggling!

Regards, Adrienne Warricker

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