Saving Resources to your Library and Creating Personal Collections

Step 1: Saving a resource to your personal library.

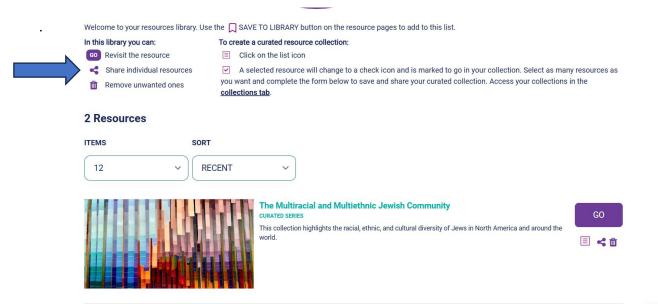
- Log into the Portal and select a resource that you want to save.
- On the resource page, click the purple SAVE TO LIBRARY button.



• Go to your Portal dashboard and click "LIBRARY" to view your saved resources.



• Follow the instructions on this page for sharing or removing resources in your library.



Step 2: Create and share a Collection.

• Click the "list" icon to select the resources you want to add to your collection.



• Once you've selected the resources, give your collection a title and description so that you know what it is when you come back to it.

CREATE A COLLECTION AND SHARE RESOURCES To create a collection, click on the list icon 🗐 and it will turn to a check 🗹 . Once you've selected all of your resources, complete the form below.	
TITLE *	
Title	
DESCRIPTION	
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TEXT FORMAT FULL HTML ~	t text formats 🕜
Introductory text to appear above your curated list.	
CREATE PAGE	

• View your collections under the "COLLECTIONS" tab on your dashboard. Click on the purple "SHARE" button to share with others!

