Top tips

Changing your password
The Cardiff University portal includes a facility to enable you to change your password and set up security questions (in case you forget your password). Change your initial password the first time you use the portal to something that you can remember!

Keeping up to date with RSS feeds
Many online databases, journals and websites now provide RSS feeds to help you keep up-to-date with the latest information published in your subject area. You can set up your own RSS feeds on your Cardiff University portal page. For help go to: http://mwehelp.cf.ac.uk/portal/database/index.html

Google Scholar
If you use Google Scholar you can customise it to add links to Cardiff University e-journals. Choose ‘Scholar preferences’ from the Google Scholar home page at: http://scholar.google.co.uk type Cardiff University in the ‘Library links’ search box, select the Cardiff University options plus Open WorldCat -library search option, save preferences and return to the search screen. If you retrieve any references which are held electronically in Cardiff University, a link will appear on the right hand side of the screen. You will be asked for your Cardiff University username and password to access the full text.

Need help?
Cardiff University accounts - usernames, passwords and email addresses:
Contact: Carrie James, Wales Deanery
Email: deaneryresources@cardiff.ac.uk
Tel: 029 2068 7422 (Office hours)

Technical issues accessing Cardiff University e-resources:
Contact: insrvConnect@cardiff.ac.uk
Tel: 029 2087 4487 (Monday to Friday 8.00 to 22.00)

Using e-resources:
Contact your local librarian for help and training in using e-resources effectively. A list of names and locations can be found at: http://awhiles.cf.ac.uk or via the Wales Deanery website http://www.walesdeanery.org

Accessing Cardiff University e-resources & email for training grade doctors & dentists in Wales
http://portal.cf.ac.uk

For further information email deaneryresources@cardiff.ac.uk

“Access to Cardiff University e-resources encourages the practice of evidence based medicine” (Trainee feedback)

“A fantastic resource and very helpful with my studies and management of patients” (Trainee feedback)
**E-resources and email**

The Wales Deanery provides you with access to the e-resources and email service of Cardiff University to help you with your studies, audit, research, presentations, publications and practising evidence based patient care.

Cardiff University has an extensive web based eLibrary including eJournals, eBooks and major databases such as MEDLINE, Cochrane and PsycINFO.

All Cardiff University e-resources and the email service are available on the internet 24/7 via [http://portal.cf.ac.uk](http://portal.cf.ac.uk) - you do not need to be based in Cardiff to use this service.

**Getting a Cardiff University username**

When you become a trainee, the Wales Deanery will send you a letter containing your username, initial password and email address. These will last for the length of your training career in Wales. If you’ve just graduated from Cardiff University you will carry on using the username and email address you used as an undergraduate. If you don’t receive these details, contact the Wales Deanery at deaneryeresources@cardiff.ac.uk

**Accessing e-resources and email**

Use your Cardiff University portal at: [http://portal.cardiff.ac.uk](http://portal.cardiff.ac.uk) which provides you with a personalised web interface to Cardiff University e-resources and email. Once logged on to the portal using your Cardiff University username and password, individual resources will not require another login during that session.

In addition, Cardiff University provides all the Health Board libraries with dedicated WYSE terminals which connect to the Cardiff University computing network. You can use these to access e-resources by logging on with your Cardiff username and password. This service also provides full internet access and a selection of software applications.

**Working in Cardiff and Vale UHB or Velindre NHS Trust**

If you are based in Cardiff and Vale UHB or in Velindre NHS Trust, you will be able to use PCs directly connected to the Cardiff University network to access all of the services outlined above. These are located in: Health Library, Cochrane Building, UHW Dental Library, Dental School, UHW Archie Cochrane Library, University Hospital Llandough Cancer Research Wales Library, Velindre Hospital. You will also be able to register your personal laptop or mobile device in any of the Cardiff University libraries, so that you can access the University’s wireless network.

**Connecting to the Cardiff University portal**

Any PC, laptop or mobile device with internet connectivity should allow you to access the portal, e-resources and email service. Sometimes web browsers can affect how e-resources display. If you have any difficulties, try a different browser.

**Mobile app for the Cardiff University and NHS Wales library catalogue and email service**

A Cardiff University app includes access to the library catalogue (largest catalogue of health related books in Wales) and email service.

Visit [http://www.cardiff.ac.uk/mobile/](http://www.cardiff.ac.uk/mobile/) for instructions on how to download the app to iOS, Android and Blackberry devices.

**Additional e-resources:**

**NHS Wales e-Library for health**

The NHS Wales e-Library provides ejournals, ebooks, major health databases, guidelines and medicines information. You can access the service via a Health Board/Trust intranet at: [http://howis.wales.nhs.uk](http://howis.wales.nhs.uk) or via the internet at: [http://www.wales.nhs.uk](http://www.wales.nhs.uk) and follow the link to the e-Library.

You will need to register for an Athens username and password to use this service from home either via your Health Board/Trust librarian or by self registering on the website.