



How to Create & Use your Roadrunner Portal Personal Account

Click the roadrunner to enter the **Roadrunner Portal** and search our great databases!

Enter your last name and SSN and click **Login**.

Please Login

Last Name

SSN

Login



On the left side of the screen, click **Edit Contact Info**.

Enter your **First Name**, **Last Name**, and **Email Address**. Click **Save**.

First Name:

Last Name:

Email Address:

Save

Hello, Ms.

[Edit Personal Collection](#)

[Edit Contact Info](#)

Search History

No entries

Saved Searches

Choose saved search!

Saved Records

Click **Edit Personal Collection** to create your own customized collection to search.

Hello, Ms.

[Edit Personal Collection](#)

[Edit Contact Info](#)

Search History

Enter a name for your personal collection and click **Create New Collection**.

EDIT PERSONAL COLLECTION

Roadrunner Search

You Have No Collections Defined

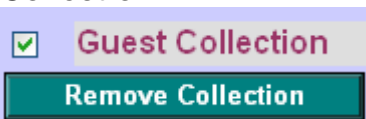
Please give a name for your personal collection and Click the 'Create New Collection' Button

Select individual collections by clicking the checkboxes next to each collection. Click **Add to Collection** to add to your personal collection.

You can also remove individual collections from your personal collection by selecting them and clicking **Delete from Collection**.

If you'd like to change the name of your personal collection, click **Rename**.

You can also delete your personal collection by selecting its checkbox and clicking **Remove Collection**.



Personal Collection 'Guest Collection' **Rename**

Select Description

Delete from Collection

Select Expand / Description

<input checked="" type="checkbox"/>	Business Resources	
<input type="checkbox"/>	Computer Technology Resources	
<input type="checkbox"/>	Drafting & Graphics Technology Resources	
<input type="checkbox"/>	Education Resources	
<input type="checkbox"/>	General Studies Resources	
<input type="checkbox"/>	Health Resources	
<input type="checkbox"/>	History Resources	
<input checked="" type="checkbox"/>	Law Enforcement / Criminal Justice Resources	
<input type="checkbox"/>	Library & Information Technology Resources	
<input type="checkbox"/>	Philosophy & Religion Resources	
<input type="checkbox"/>	Politics & Government Resources	
<input type="checkbox"/>	Psychology & Sociology Resources	
<input type="checkbox"/>	Spanish Language Resources	
<input type="checkbox"/>	Technical Studies Resources	
<input type="checkbox"/>	Water Technology Resources	

Add to Collection

You can search your personal collection from the **Roadrunner Search** page.

[Roadrunner Search](#) | [Full List of Databases](#)

Enter your search term(s) in the **Search Personal Collection** field and select the collection(s) you'd like to search.

Search Personal Collection **Search**

Personal Collection 'Guest Collection' **Rename**

Select Description

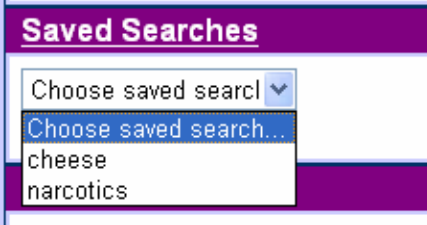
<input type="checkbox"/>	Business Resources	
<input checked="" type="checkbox"/>	Law Enforcement / Criminal Justice Resources	

After you conduct a search, you can save your searches by clicking **Add Last Search to Saved Searches**.

You did a Free Text search for "narcotics" [**Add Last Search to Saved Searches**] **Show All**

Collection	Search Status
Law Enforcement / Criminal Justice Resources	
Academic Search FullTEXT Premier	40 Hits (4718 Total)
MasterFILE Premier	20 Hits (4298 Total)
Criminal Justice Periodicals Index	40 Hits (14993 Total)
Expanded Academic ASAP	40 Hits (7275 Total)
Catalog of DABCC and NMSU Libraries	40 Hits (880 Total)
InfoTrac Professional Collection (Education)	40 Hits (1310 Total)

To later view your saved searches, click the **Saved Searches** link on the left side of the screen, or choose a saved search from the drop-down menu to re-execute the saved search.



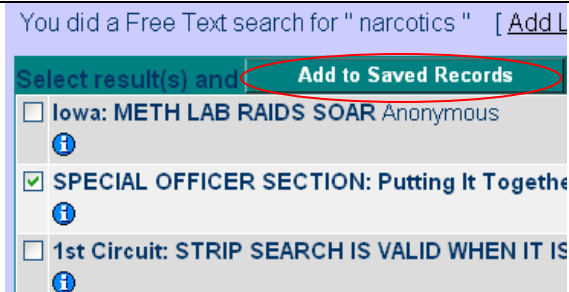
HOW TO use the Saved Searches functionality:

Click on an underlined search to **re-execute the search** as is.
Choose **rename / alerts** to modify the name or alerts for that search.

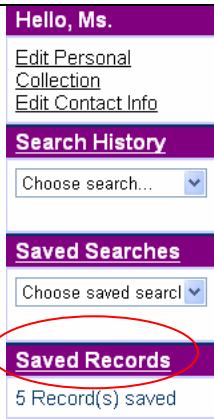
Select search(es) and **remove** from saved searches.



You can also save individual articles, or records, by selecting the checkbox next to each record and clicking the **Add to Saved Records** button.



To later view your saved records, click the **Saved Records** link.



You can print, e-mail, and remove saved records.

Saved Records are added from the Results Display and Full Record Display pages, and are stored in the database across sessions.

From this page, after selecting records of interest, you can:

1. Print, download and email the full text of selected records
2. Remove selected records from the list of Saved Records

