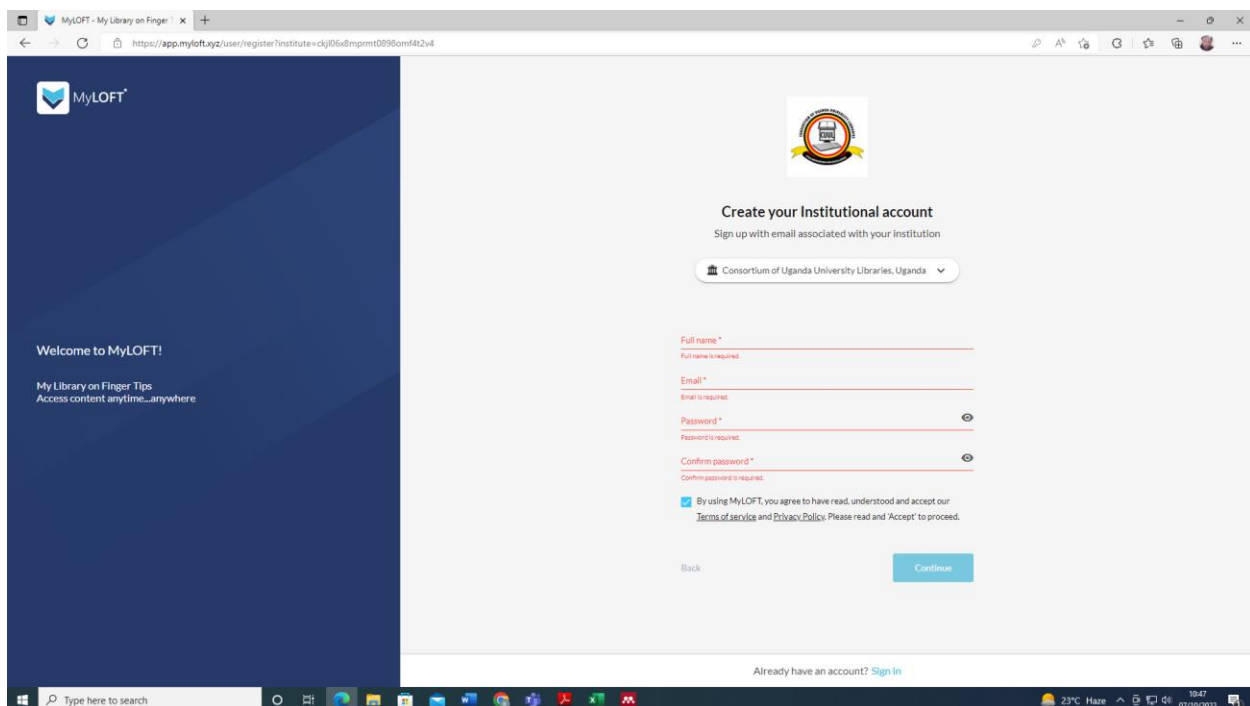


HOW TO SIGN UP FOR AN ACCOUNT ON MYLOFT TO SEARCH E-RESOURCES

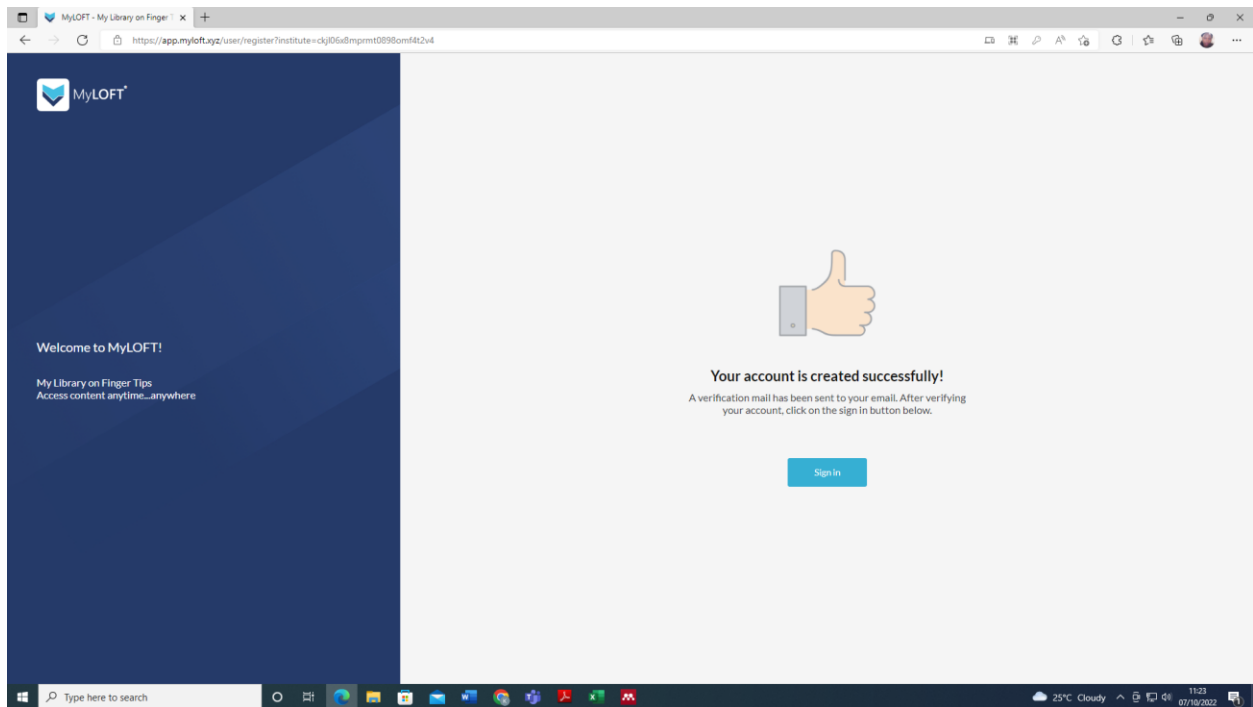
My Library on Fingertips (MYLOFT) is an application used by the library to authenticate authorised library users to access subscribed e-resources outside the university. It is an application that is accessible on your web browser or downloadable from Google Play or on AppStore. MYLOFT can be used to search subscribed e-resources on your personal computer, laptop or smartphone. To create an account, follow the following steps.

Step 1. Open this link on your browser, preferably Microsoft Edge or Google Chrome [MyLOFT - My Library on Finger Tips](#) or download the MYLOFT app from Google play or playstore and click sign up.

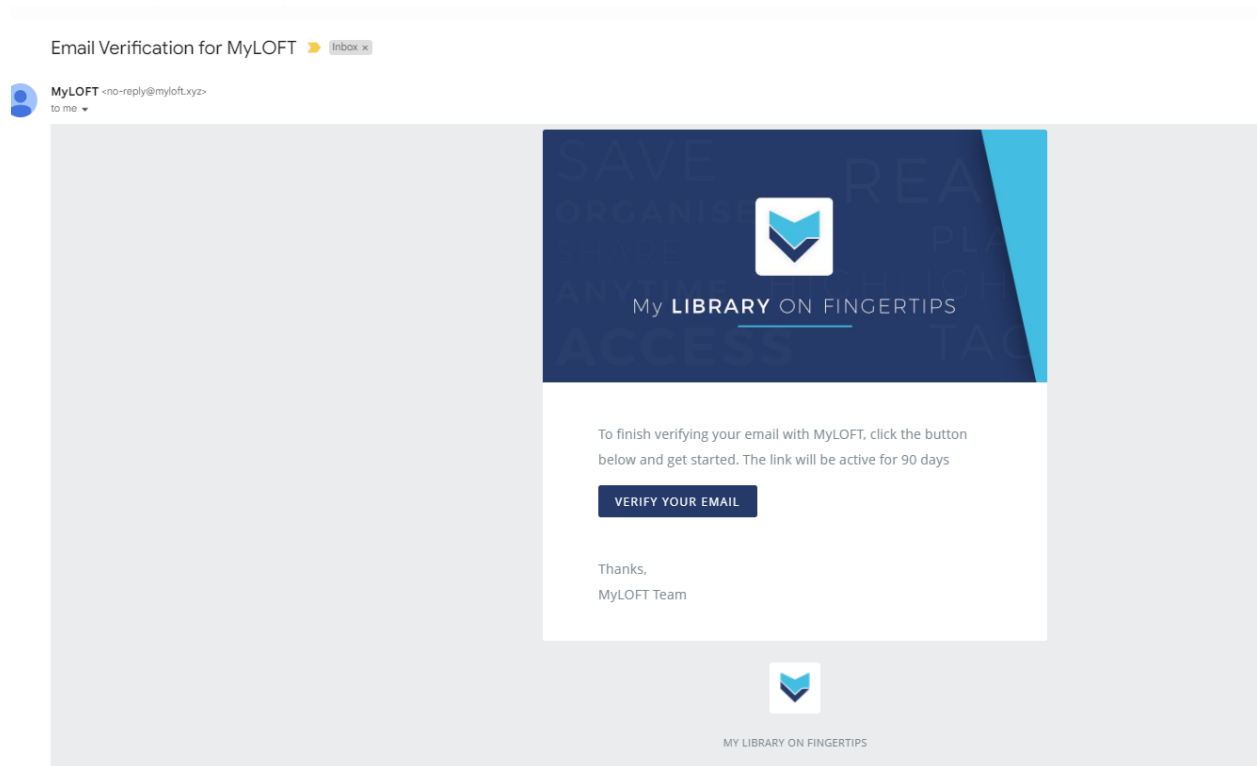
The screenshot shows a web browser window displaying the MyLOFT registration page. The page has a dark blue sidebar on the left with the MyLOFT logo and the text "Welcome to MyLOFT! My Library on Finger Tips Access content anytime...anywhere". The main content area is white and features the title "Create your Institutional account" with the instruction "Sign up with email associated with your Institution". A dropdown menu is set to "Consortium of Uganda University Libraries, Uganda". Below this are four input fields: "Full name *", "Email *", "Password *", and "Confirm password *", each with a red asterisk and a "required" label. A checkbox is checked, indicating agreement to the terms of service and privacy policy. At the bottom of the form are "Back" and "Continue" buttons. The Windows taskbar is visible at the bottom of the browser window.

Step 2. Under institute name, type or select **Consortium of Uganda University Libraries** and fill in your details as required: Full names, e-mail, and password. Note you can use any existing e-mails of your choice. However, you should create a new password. The password should comprise of at least an upper-case letter, a lower-case letter, a number, and special character, for example, Library1%.

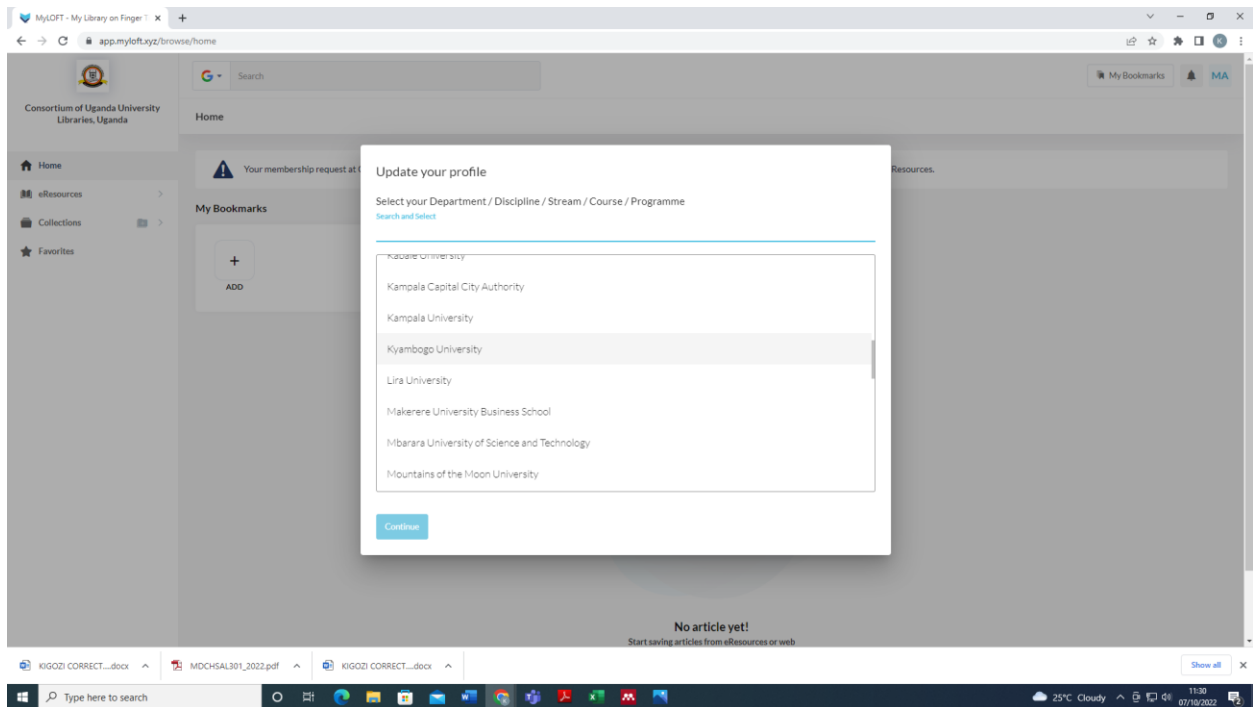
Step 3. Accept the terms of service and privacy policy by checking the box, and then click continue. Your browser will display the message as shown on the screen.



Step 4. Open the e-mail you used to sign up for MYLOFT and follow the prompts to verify your e-mail address.



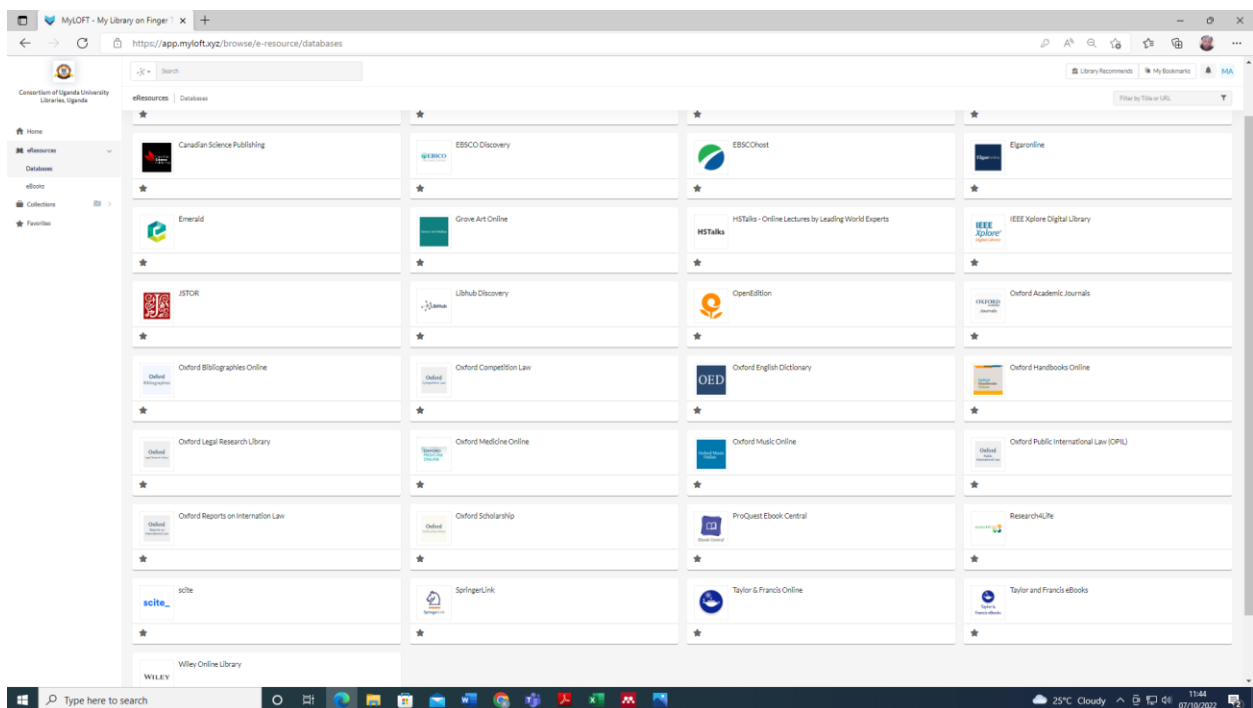
Step 5. Once your profile is verified, proceed to update your profile by selecting your institution, i.e., Kyambogo University and you click continue.



Your browser may prompt you to add an extension to be able to use the interface to search e-resources. Click on add extension and your browser will update its settings. At this stage, you are ready to use MYLOFT to retrieve scholarly works to support your research.

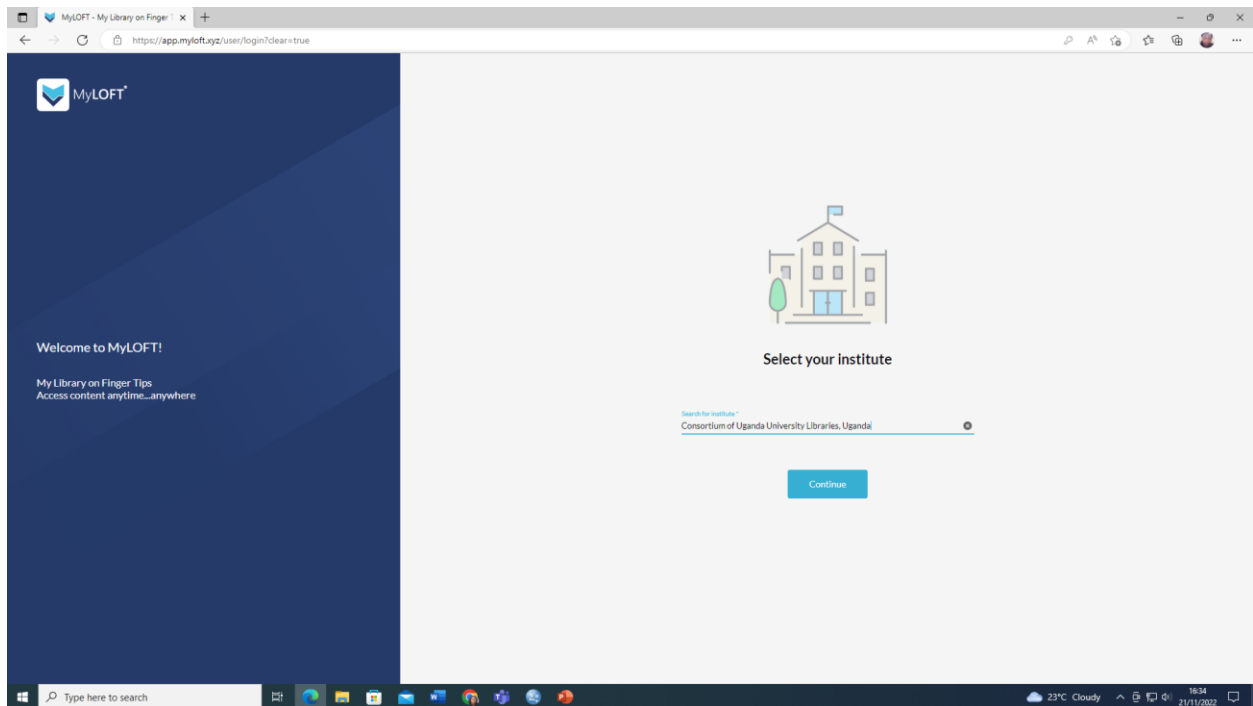
Step 6. Search any of the following databases available to library users of Kyambogo University:

- Ebscohost
- Ebsco discovery
- Emerald
- Jstor
- Lib-hub Discovery
- ElgarOnline
- Open-Edition
- Proquest E-book Central
- Research4Life
- Taylor & Francis online
- Wiley online Library, etc.

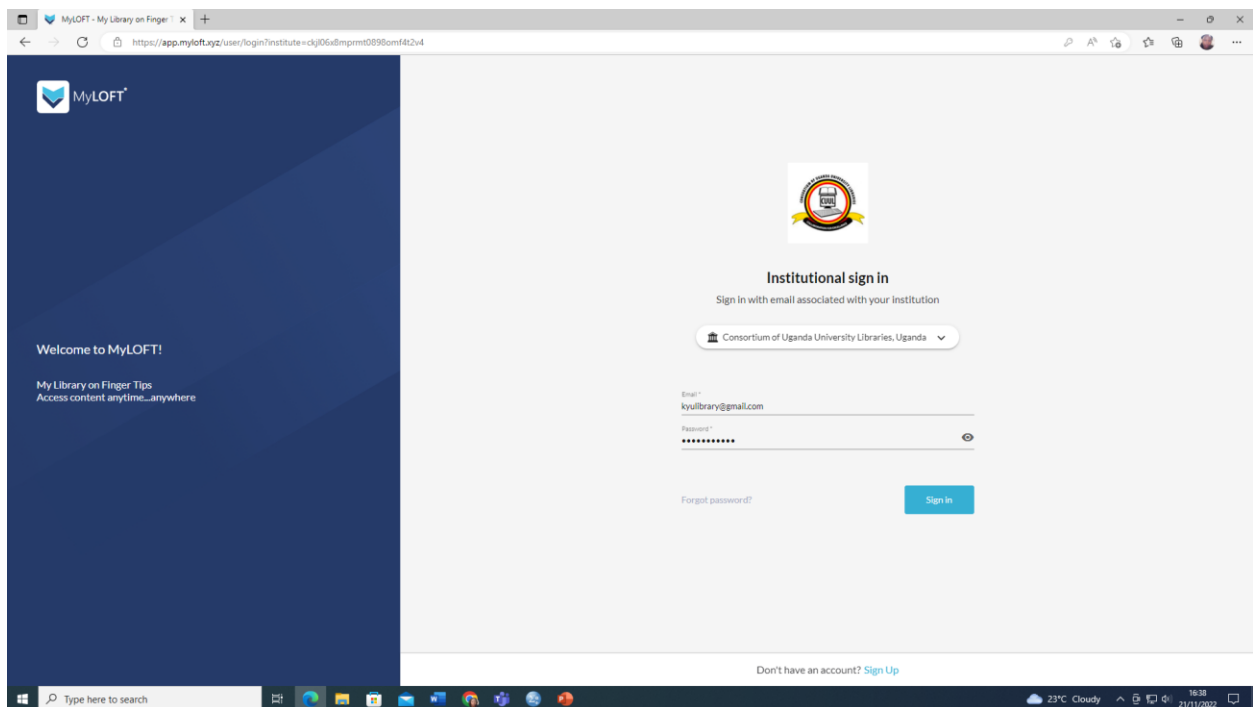


Signing in to MYLOFT

Step 1. To login and use MYLOFT when you have an account, open this link [MyLOFT - My Library on Finger Tips](#) on your browser and select Consortium of Uganda University Libraries under institution name, then click [continue](#).



Step 2: Fill in your e-mail address in the username and type the password associated with your MYLOFT account and click on [sign in](#)



Step 3. Once you have signed in, go to the left pane and select **All databases** under **e-Resources**. You can now proceed to search any of the databases populated in MYLOFT.

If you are still unable to sign up for MYLOFT, use the following details to login

Myloft access	app.myloft.xyz
Institutional access	Consortium of Uganda University Libraries
Username	kyulibrary@gmail.com
Password	Kyambogo21?

To obtain more information about library services:

- Visit Kyambogo University Library web page [Home - Kyambogo University Library \(kyu.ac.ug\)](http://kyu.ac.ug)
- The online public access catalogue <https://libcat.kyu.ac.ug/>
- The institutional repository (KyuSpace) <https://kyuspace.kyu.ac.ug/>
- E-books <https://lib.kyu.ac.ug/e-books/>
- Discipline specific databases
 - The Essential Electronic Agricultural Library (TEEAL) http://10.31.5.3/users/sign_in (Accessible on campus)
 - Research4Life <https://lib.kyu.ac.ug/research-4-life/>
- Multidisciplinary databases <https://lib.kyu.ac.ug/e-resources-a-z/>
- Open access resources <https://lib.kyu.ac.ug/open-access-resources/>

- Visit your nearest library service centre and speak to a librarian
- or send an e-mail to: elibrarian@kyu.ac.ug and copy to librarian@kyu.ac.ug