<u>Textbook Rental Tutorial Instructions: How to adjust your search preferences</u>

Log in to WINGS

- ➢ Select 'Set Up SACR' from the left-hand navigation menu
- ➢ Select 'User Defaults'
- ➢ From this point, anything you add here will automatically be filled in during your searches so that you don't have to retype the information every time. However, only include the information that you know will be the same for all of your searches (Example: the Academic Career, Term, and/or the Subject Area)

NOTE: You must enter an academic career of either Graduate or Undergraduate before you are able to enter a term

- ➢ Remember, the 'Look up' 🔍 icon may help during this process
- ➢ When you are finished, click 'Save'