

**NextReads** - Allows you to receive book suggestions by e-mail. Sign up and choose from a variety of newsletters, featuring fiction and non-fiction categories.

Go to: **RCPL website** (<http://www.myrcl.com>)

Click on: **Research & Learning**

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Scroll down to: **NextReads**

Click On: **web site**

Computer commands, field names and mouse actions are in *Italics*.  
Text that you must type is within single quote marks (' ').

**1. How do I sign up to receive book suggestions by e-mail?**

- ❑ Choose your newsletter(s) by clicking in the box(es) to the left of your favorite book genres
- ❑ Enter your name, email address, and password of your choice at the bottom of the page
- ❑ Record your password in a secure place for future reference
- ❑ Click on *Subscribe*
- ❑ Check your email for a new message from *BookBuzz at RCPL*
- ❑ Click on the link in the email to confirm your subscription

**2. How do I change which newsletters I'm subscribed to?**

- ❑ Click on *Manage Subscriptions* at the bottom of the page
- ❑ Type in your email address and password
- ❑ Click on *Login*
- ❑ Check genres to add them to your subscription, and un-check genres to remove them from your subscription
- ❑ Click on *update subscription settings*