

Welcome Residents and Fellows

Frequently Asked Questions

The Galter Health Sciences Library would like to extend a warm welcome to all new and continuing residents and fellows! We have a new online knowledge base of frequently asked questions that patrons can access 24/7. If you don't see the topic you're looking for below, visit our [LibAnswers FAQ](#).

Access Journals & Books from Anywhere

Did you know that you can access all library resources from both on and off campus?

To register for access, you need a **NU NetID** which you should have received in an email about your Northwestern email account. It's usually in the format: abc1234. If you don't know your NU NetID, use the [NU People Directory](#) and search by name.

To get started with your registration, just click **"My Galter"** at the top right-corner of the library's website, and follow the prompts. If you have any problems, drop us an [email](#) or contact the [liaison librarian](#) for your department. Once registered on our website, just log in with your NU NetID on future visits and enjoy seamless access to all our electronic resources.

Alternative option: [Set up and use GlobalProtect VPN](#).

Multi-factor Authentication (MFA): All logins to library resources require an additional security step using Multi-factor authentication. Download the Duo Mobile app now so you don't encounter any connection issues going forward. Find more information about using MFA and Duo Health:

- [Using Duo Multi-factor Authentication](#)
- [Duo Device Health Project Frequently Asked Questions](#)
- [Securing a personal computer at Feinberg School of Medicine for use with Duo Device Health \(DDH\)](#)
- [Registering and managing your devices for Duo multi-factor authentication](#)



LibKey Nomad

We are excited to offer access to the [LibKey Nomad](#) browser extension that simplifies and streamlines access to library subscription resources. Adding the extension to your browser enables one-click access to full text articles from publisher pages, PubMed, Google Scholar, Wikipedia, and more. Once installed a button will appear in the bottom corner of compatible webpages indicating what level of access is available to you. Learn more about LibKey Nomad and how to install the browser extension at [Getting Started with LibKey Nomad Browser Extension](#).



Interlibrary Loan (ILL) Requests

Need a book or journal article that the library appears not to hold? Submit an [interlibrary loan request](#) for our ILL department to help you acquire books, chapters, articles, and other materials from our on- and off-site collections, or from other institutions.

Feinberg Information Technology

- [Connect to eduroam - Northwestern's Wireless Network](#)
 - [Microsoft Office 365 Applications](#)
 - For additional IT support please contact FSM IT:
 - [Submit an FSM IT help desk ticket](#)
 - Email: fsmhelp@northwestern.edu
 - Hours: 8 a.m. to 5 p.m., Monday to Friday
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Personalized Support

Liaison Librarian

You have a personal librarian! Our liaison librarians can provide information on and assistance with any library service. They can also help with troubleshooting issues experienced when accessing or using our resources. Find the [liaison librarian](#) assigned to your department, center, or institute.

Clinical Librarian Services

Do you have a clinical question for which you would like assistance? Our [clinical librarians](#) can help! They also support teams on rounds and find answers to

questions in real time.

UpToDate

How do I get access to UpToDate on my mobile device?

Create an account through the UpToDate link on the [Galter Library home page](#) located under Popular Resources.

I have an UpToDate account through my old institution. How do I update my account for access through Northwestern?

If you have content or CE/CME credits through your old UpToDate account that you wish to save, you can re-affiliate your account in one of two ways:

Option 1: Allow your existing account to lapse.

- Your account will lapse 90 days after you last logged in from your old institution's network (i.e. on campus or via an EHR, portal, or VPN).
- Next, log in to UpToDate from Northwestern's network on a desktop/laptop computer.

Option 2: Create a new account, and merge your accounts.

- Open UpToDate on a desktop/laptop computer in Northwestern's network, and register for a new account.
- Once registered and logged in to your new account, go to "My Account."
- Click "Consolidate my accounts."
- Follow the prompts to enter the username and password for your old account, and click "Log in."

More information about UpToDate Anywhere: [Mobile Resources](#).



ORCID

Connect all of your research outputs and activities with ORCID iD, a universally accepted unique identifier that makes you distinct from other researchers with the same or a similar name. [Sign up for and/or connect your ORCID to your NetID](#) and [link your ORCID with your Northwestern Elements profile](#) to auto-update publications in your ORCID profile. Our [Metrics and Impact Core](#) are also available to assist you.



NIH Compliance

The National Institutes of Health (NIH) has taken a significant step forward in its commitment to transparency and public trust by accelerating the implementation of its revised Public Access Policy. Originally scheduled to go into effect on December 31, 2025, the policy will now become effective on **July 1, 2025**. For more information about this change, review Galter's news item: [NIH Accelerates Timeline for Public Access to Research Results: What You Need to Know](#).

Galter Librarians have curated the following guides to support Feinberg researchers with NIH compliance policies and procedures:

- [Creating an NIH Biosketch](#)
- [Creating an NIH Data Management and Sharing Plan](#)
- [Data Policies from Funding Agencies](#)
- [NIH Public Access Policy](#)
- [Using SciENcv to Create an NIH Biosketch and Other Support Documents](#)

Contact Us

Our library staff members are available to assist you. Call, email, live chat or just stop by. Note that our email and live chat services are intended for use by Feinberg School of Medicine students, faculty and staff.

- **Email us** at gals-ref@northwestern.edu; questions are usually answered by the next business day.
- **Call us** at 312-503-8126 during our [hours of operation](#).
- **Chat with us** Monday – Friday from 10:00am - 4:00pm. Questions submitted after hours will be answered the following business day.
- **Drop in** during open [Library Hours](#) to the Galter Health Sciences Library service desk located at 320 E. Superior St.

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