

Course Readings: Add tags

Introduction

You can add tags to citations. This helps to categorise citations for your students (e.g. Required, Recommended, Text Book) and can provide instructions to the Library to help with processing (e.g. Move to High Use, Purchase Request, No Digitization required, Inter Library Loan Required) more quickly.

Procedure

1. Locate your item in the reading list and click on **Add tags to item**



2. From the drop-down list, click on the tag(s) you want to use.



3. Click **SAVE**



Note: you can add more than one tag to a citation via this button  that appears next to existing citation tags.

Contact Us

For further support or questions, contact the Library on +61 8 8313 1061 or email course readings@adelaide.edu.au