**Introduction**

Once you have developed the first weeks of your reading list you need to submit it to the Library. This notifies the Course Readings team that you are ready for them to start processing the items that require processing (e.g. digitisation of book chapters, book purchases and inter-library loans). If you know that there are items in your list that need purchasing or an inter-library loan, submit your list as early as possible.

**Procedure**

1. Click on **SEND LIST**.

2. If you are uncertain about whether you have already submitted a list for processing, hover your mouse over the **SEND LIST** button. If you have previously submitted the list, you will see a dialogue box containing the date of submission.

**Note**: you only need to submit your list once, even if you add more items to your reading list after it has been sent.

**Contact Us**

For further support or questions, contact the Library on +61 8 8313 2963 or email coursereadings@adelaide.edu.au