**Introduction**

If you are rolling your course over for a new teaching period in MyUni, you can re-use a course readings list that you were previously using. This guide assumes that the course is not currently active (for a currently active course, see the [Course Readings: Re-use a current list for a new teaching period](#) guide).

**Procedure**

1. In your previous MyUni course, click on **Course Readings**.

   ![Course Readings](image)

2. Click the **Lists** icon and sort by **My lists on top**.

3. Click on the title of the list you wish to re-use.

4. Click on the **...** icon.

   ![Diseases of Occupation](image)
5. From the drop-down menu, select **Re-use list for new teaching period**.

6. Start typing the course name or code. When the search auto-completes, select the course name.  
   **Note:** The reading list name will automatically update to add *(Rolled Over)* after the course name.

7. Change the name of the list if desired. Then, click on **RE-USE LIST**.

8. On the confirmation screen, click **CLOSE**.

9. From the MyUni dashboard, navigate to the course that you are reusing the list in. Check your list and add, delete or reorder citations as required.

10. Click **SEND LIST** and then click **Publish**.

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**Contact Us**

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