

Course Readings: creating a reading list

Introduction

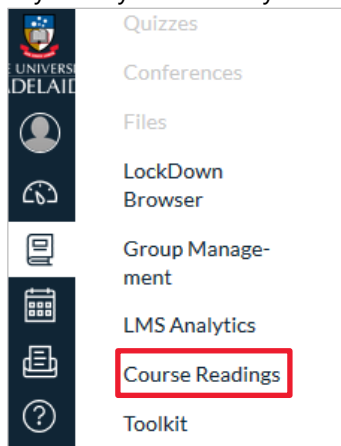
The first time you open Course Readings the screen will prompt you to create a list. Once you have done this once you will not see this option again.

Note: When creating a list you will need to create at least one section as well, or you won't be able to save the list.

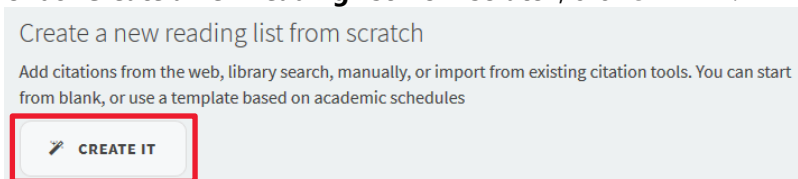
If you are rolling your course over for a new teaching period, you can re-use a course readings list. See guides: **Re-use an active list for a new teaching period** or **Re-use an old list for a new teaching period**.

Procedure

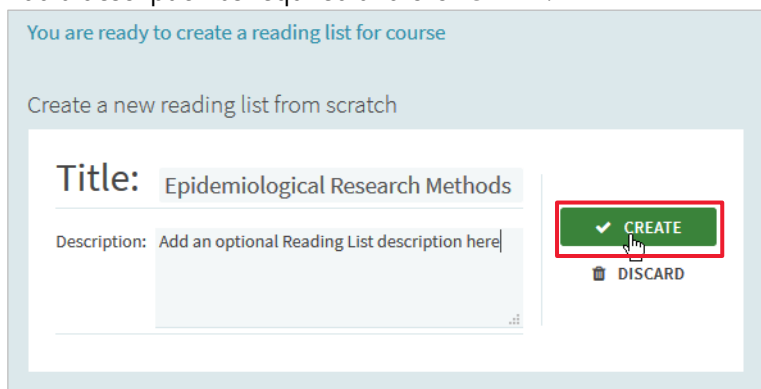
1. In your MyUni course you are preparing, click on **Course Readings**.



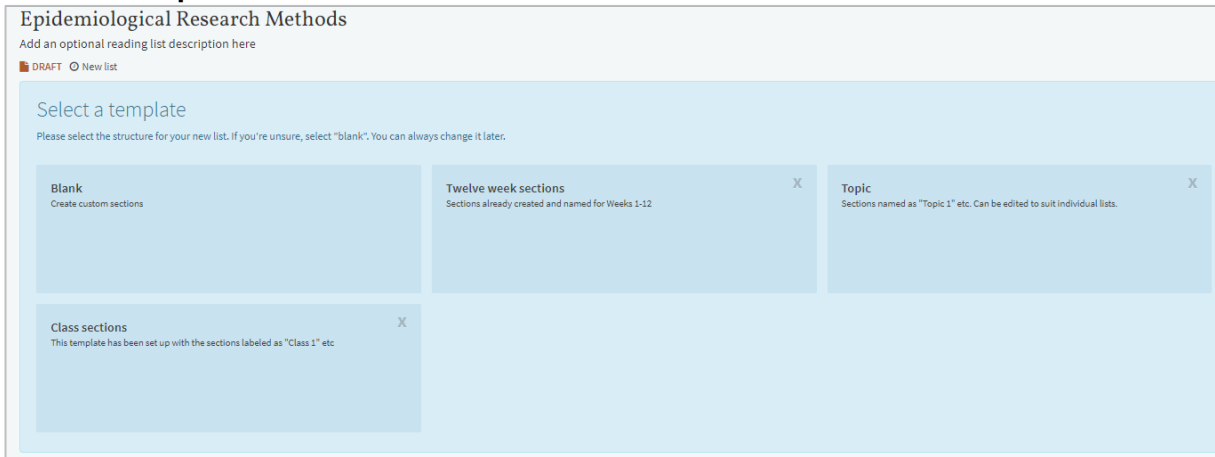
2. Under **Create a new reading list from scratch**, click **CREATE IT**.



3. Name your reading list using the same name as your course.
4. Add a description as required and click **CREATE**.



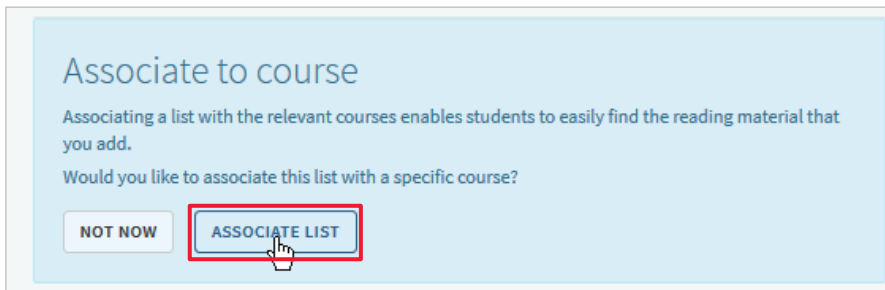
5. Click on a **template**



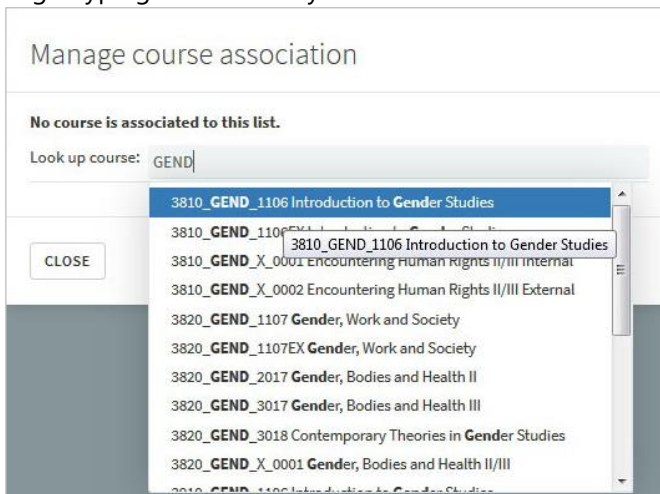
Associate your list with a course

Note: you can also come back and do this later by choosing the **NOT NOW** option.

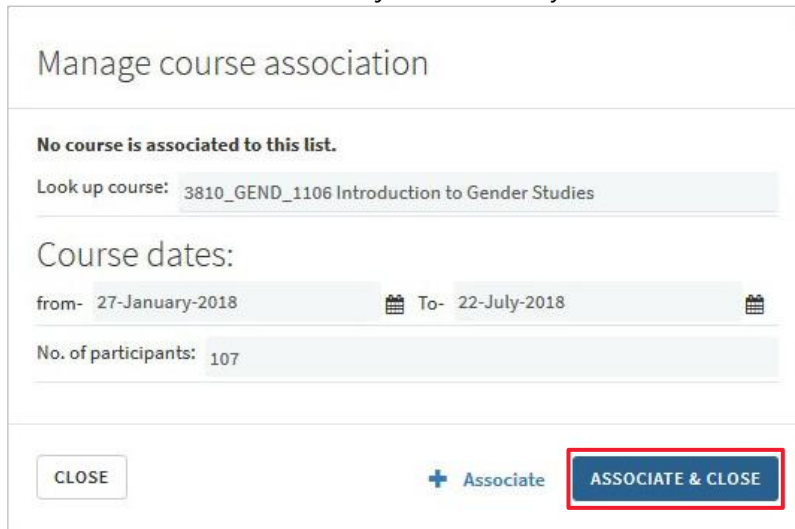
1. Click on **ASSOCIATE LIST**.



2. Begin typing the name of your course and a list should be generated. Select your course name from the list.

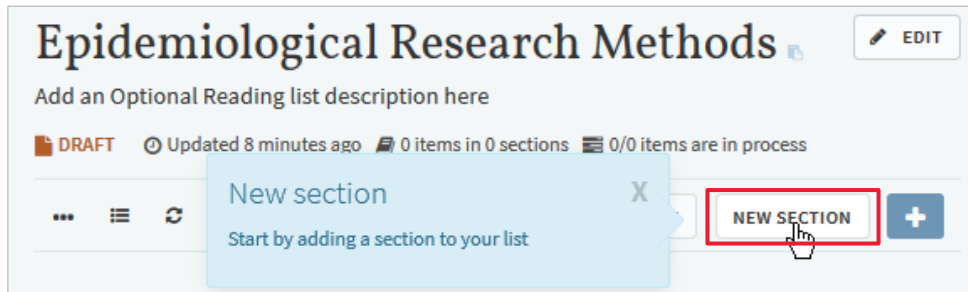


3. Check the course details and adjust if necessary. Then click **ASSOCIATE & CLOSE**.



Add a section to your course

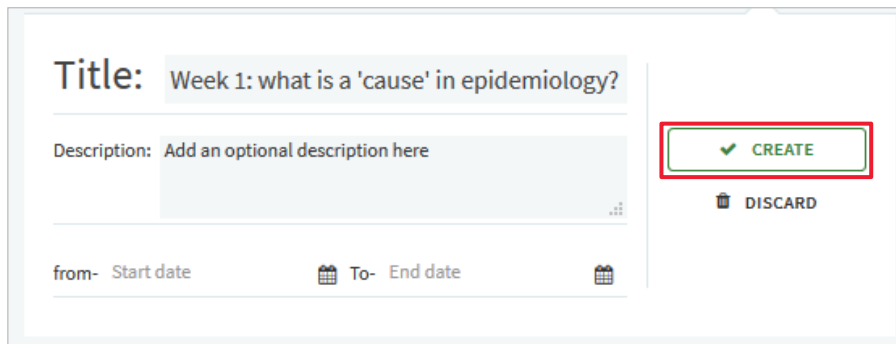
1. Click on **NEW SECTION**.



2. Add a title and a description, if required.
3. Add dates for when you want the reading list to be viewable by students.

Note: if you don't add dates, the section will be visible for the whole course duration.

4. Click **CREATE**.



5. Continue to add more sections by clicking **NEW SECTION** again as many times as required.

Contact Us

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