Introduction

You can add as many sections as you need to your reading list and name them as you require to (e.g. by week, topic, kind of item). Sections can be added and edited at any time and will appear in the Reading List immediately.

Section descriptions can be added or edited at any time.

Sections can be indented to provide a different visual layout.

Procedure

1. Click 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.
4. Check the Section visible only during these dates box.

5. Click CREATE.

Note: if you don’t add dates, or add dates but don’t check the section visibility only box, the section will be visible for the whole course duration.
Course Readings: adding, editing and indenting sections and section descriptions

Editing a section title; adding or editing a section description

1. Click on the section’s ... icon

2. Choose Edit section from the drop-down menu

3. Over type any existing text or add text to Title/ Description, then click SAVE

Example of Section title and section description

Indenting a section

1. Click TOGGLE SECTION VIEW.

2. Hover pointer on the left side of the section you want to indent, until indent and outdent arrows show.

3. Click on indent arrow (maximum of 3 times).
Example 1 of indented section

Example 2 of indented section

Note: Outdent by hovering over the left of the indented section and click the outdent arrow.

Contact Us

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