

# Course Readings: Welcome page Roll Over

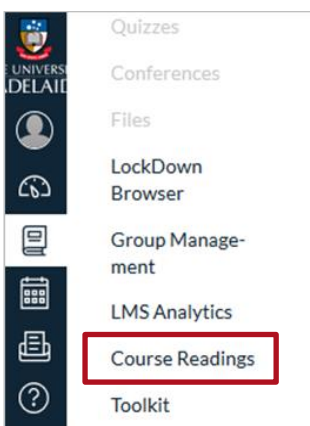
## Introduction

You can roll-over (re-use) an existing Course Readings list for a new teaching period from the Course Readings welcome page in your MyUni course you are preparing. You can edit the rolled over list, send the list to the library, or publish.

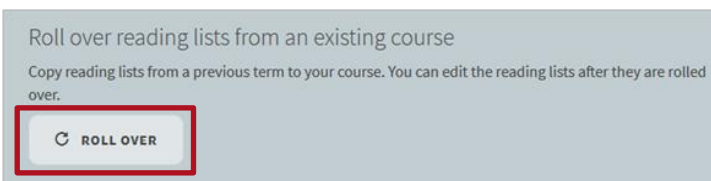
This quick reference guide will demonstrate how to re-use an active list for a new teaching period.

## Procedure

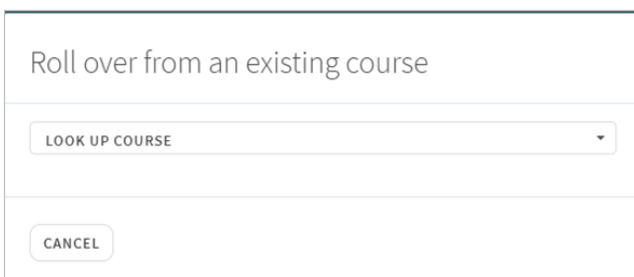
1. In your MyUni course, select **Course Readings**.



2. Scroll down to the Roll over option. Select **ROLL OVER**



3. Select the drop-down arrow to look up the desired course. Start typing the course name or code and select it from the auto-complete search.

A screenshot of a form titled 'Roll over from an existing course'. The form has a search input field with a dropdown arrow, labeled 'LOOK UP COURSE'. Below the search field is a 'CANCEL' button.

4. Check your list, add, delete or reorder citations as required.
5. Select SEND LIST to send to the library for processing or select PUBLISH if you wish for your students to access it immediately.  
Note: Selecting PUBLISH will still send the list to the Library for processing.



## Contact Us

For further support or questions, contact the library on +61 8 8313 1061:  
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