



Course Resource Lists

Powered by **Leganto**



Get Started in 10 Simple Steps

Course Resource Lists is a platform that helps faculty connect the library's online resources like journal articles, eBooks and streaming videos with their Blackboard course site.

You can develop and update your list at any time, roll-over your list to reuse in future courses, and collect and save interesting resources that you might want to use in the future.

This guide will tell you everything you'll need to know to get started.

Connect your Blackboard site to Course Resource Lists

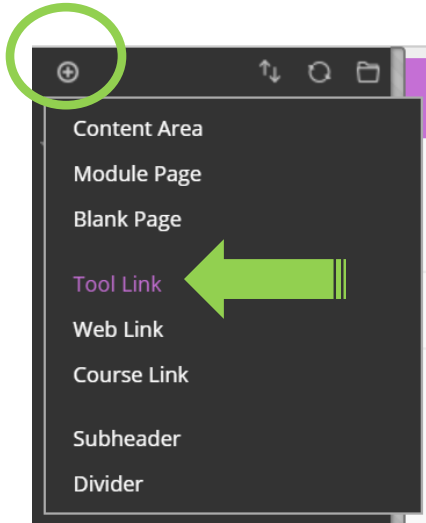
1. [Connect from Blackboard](#)
2. [Launch Leganto and provide course info](#)
3. [Choose how to submit your list](#)

Create and customize your list in Course Resource Lists

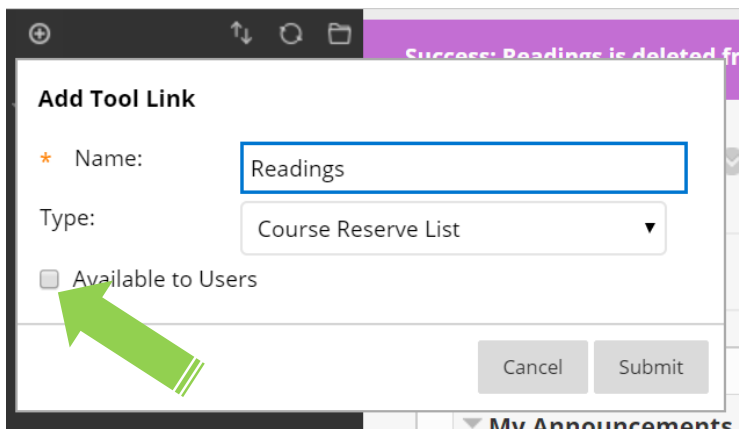
4. [Create Sections](#)
5. [Search and add library resources to your list](#)
6. [Create a custom resource for your list](#)
7. [Add web resources with Cite It!](#)
8. [Curate a Personal Resource Collection](#)
9. [Create a Digitization Request \[UNAVAILABLE AT THIS TIME\]](#)
10. [Submit Your List & Publish it for students](#)

1. Connect Your Blackboard Course to Course Resource Lists

Login to your blackboard course site and in your course menu, click '+' and select "Tool Link"



From the drop-down list select the "Course Reserve List" tool type and provide menu a name for it such as "Readings." Make sure to check off "Available to Users."

A screenshot of the 'Add Tool Link' form in Blackboard. The form has a title 'Add Tool Link'. It contains a 'Name' field with the text 'Readings', a 'Type' dropdown menu with 'Course Reserve List' selected, and a checkbox labeled 'Available to Users' which is checked. There are 'Cancel' and 'Submit' buttons at the bottom right. A green arrow points to the 'Available to Users' checkbox. In the background, a purple banner says 'Success: Readings is deleted from'.

NOTE: If you don't have a Blackboard course site you can still use Leddy Course Resource Lists. [Login Here](#) with your UWin ID and password.

If you're stuck, you can email courseresources@uwindor.ca and send us a Word document with your list we will create your resource list for you.

2. Launch Leganto and provide course info

Click your new menu Tool Link and then launch Leddy Course Resource Lists



ATTENTION!

The LTI launch will open a new tool.

You are being passed to the Leddy Library's External Course Resource system "Leganto".

To activate the tool, click the **LAUNCH** button below.

Your personal information is being shared with Leganto as per the Notice of Disclosure Confidentiality and Use of Personal Information (FIPPA).

More information about the [University of Windsor's Notification on Privacy and Confidentiality Policies](#)

Cancel

Launch



If this is the first time this course has been connected to Leddy Course Resource Lists, create your course by providing the start and end date, and department. Estimate participants if possible.

Create a new course

This course does not yet exist in this application. Create it!

Skip →

 **BBSB-FEB-548**

Course Name: BBSB-FEB-548

from- 02-December-2018  To- 02-December-2018 

Number of Participants: 

Academic department: 

✓ **CREATE**

 **CANCEL**



3. Create a List, Upload a Document with Your List, or Roll Over an Existing List

[Create your Reading List from scratch](#): Use Leddy Course Resource to collect and build your own Reading List.

[Upload a document containing a Reading List](#): Send us a Word document with your list and the Leddy Library staff will create it for you. If you need to use this list again in the future, you will be able to update it directly within the system.

[Roll over reading lists from an existing course](#): Copy a Reading List from a previous term. You can always edit and update your list afterward.

Create a new reading list from scratch

Add citations from the web, library search, manually, or import from existing citation tools. You can start from blank, or use a template based on academic schedules

 **CREATE IT**

Upload a document containing an existing reading list

Upload a document containing an existing reading list

 **UPLOAD IT**

Roll over reading lists from an existing course

Copy reading lists from a previous term to your course. You can edit the reading lists after they are rolled over.

 **ROLL OVER**

Roll Over an Existing List

If you choose to roll over a list you've used in the past, just provide a new Reading List Name and click the "Roll Over" button.

Roll over from an existing course

t1000 Test Course

This course has 1 list

Reading List Name: Wireless Communication Systems

Citation Statuses: Recalculate

Copyright: Recalculate

Due Dates: Reset

Instructor-Library Tags: Copy

List And Section Dates: Reset

CANCEL

ROLL OVER


Creating a List from Scratch

When you choose to create your list from scratch you will be asked to give your Reading List a title and description.

Create a new reading list from scratch

Title*:

Description:



4. Create Sections

You can begin by creating sections to organize your list. You can choose an existing template such as Weekly Readings, or create your own original sections.

Select a template

Please select the structure for your new list. If you're unsure, select "blank". You can always change it later.

Blank
Create custom sections

Weekly Readings
Sections for each week of the semester

Resource Types
A list with sections based on resource types

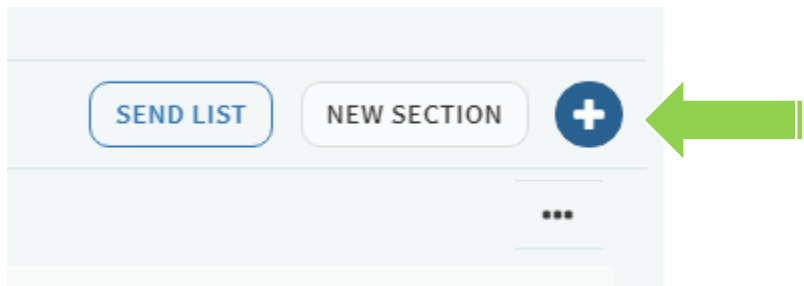
One Section
A reading list with one large section for all materials

You can add new sections at any time by selecting "New Section" in your list.



5. Search and Add Library Resources to Your List

Course Resource Lists works by enabling you to search our collections and add titles to your resource list. To add a new article, book, video or other library resources to your list click "+" to search our online collections.

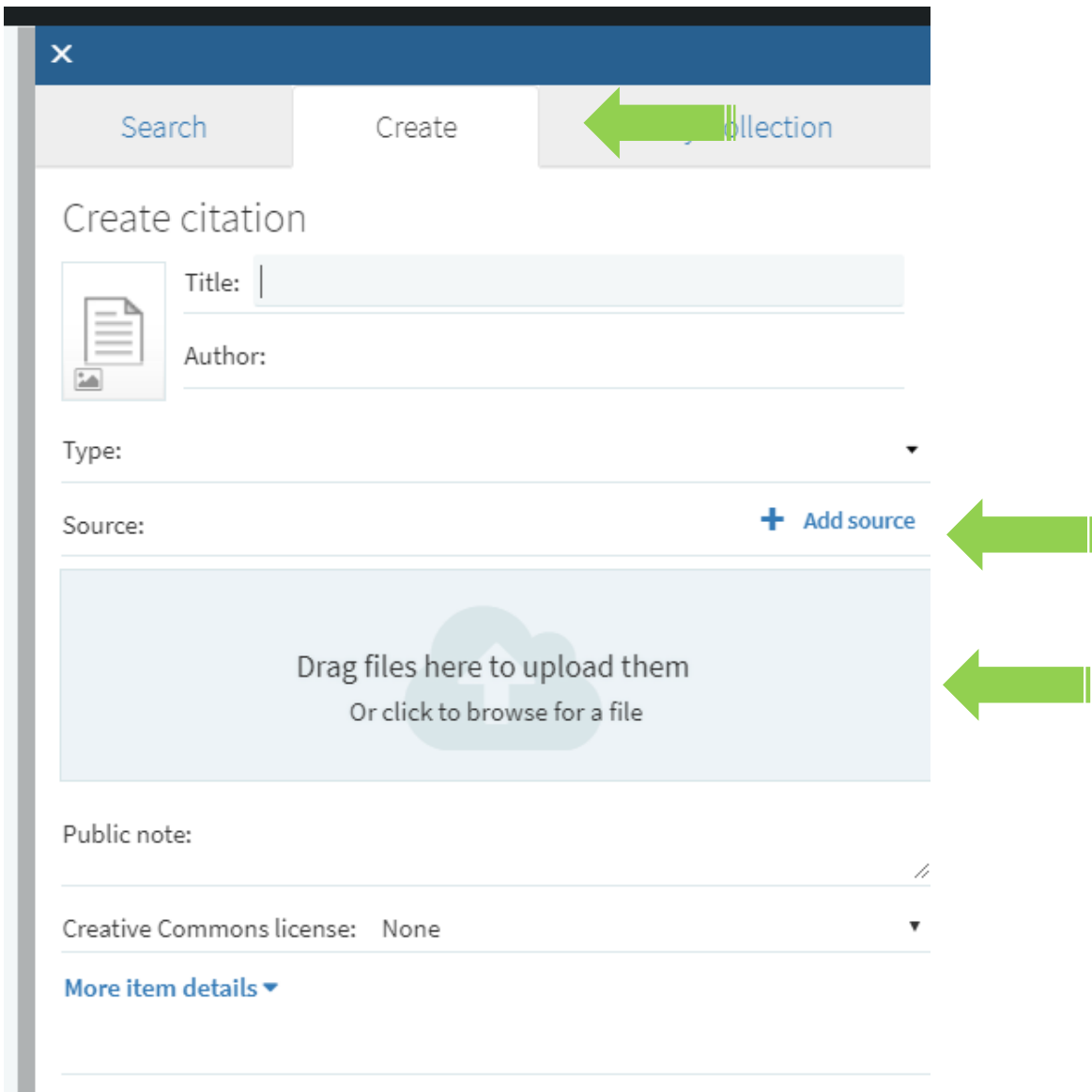


Add an online article or resource (book, video, audio, etc.)
Search for your article, select the section it should appear in, click Add

A screenshot of the Course Resource Lists interface. The main panel shows a list of resources under the heading 'one (4)'. The resources are: 'Truth and other enigmas' (Book), 'Dummett's Frege or Through a Looking-Glass Darkly' (Article), 'Nettoly Security Cameras WiFi Ip Camera Wireless Surveillance Cameras Dog/Baby Monitor Video Cam Night Vision Plug/Play Pan/Tilt with Two-W' (Book), and 'Why You Should Consider Board-Certification in Oncology' (Article). The 'Why You Should Consider Board-Certification in Oncology' article is highlighted with a blue border. To the right, a modal window is open for adding a new item. It shows the details for the 'Why You Should Consider Board-Certification in Oncology' article, including the author 'Holle, Lisa', the journal 'Drug Topics 162(6)', and the date '2018-06-01, 22 - 22'. The modal has options to 'Add to list' (selected) or 'Add to bag', a 'Section' dropdown set to 'one', and 'ADD & EDIT' and 'ADD' buttons. A green arrow points from the highlighted article in the main list to the modal.

6. Create a custom resource for your list

You can always create a citation from scratch if the item you want to add isn't in the library. When you add a new citation, just choose the "Create" tab. You can fill out the bibliographic details and upload a file or add a link to the resource (use "Source" field for URLs).



The screenshot shows a web interface for creating a citation. At the top, there are three tabs: 'Search', 'Create', and 'Collection'. A green arrow points to the 'Collection' tab. Below the tabs is the 'Create citation' form. It includes fields for 'Title:' and 'Author:'. There is a 'Type:' dropdown menu. The 'Source:' field has a '+ Add source' button, with a green arrow pointing to it. Below the 'Source:' field is a large light blue box with the text 'Drag files here to upload them' and 'Or click to browse for a file', with a green arrow pointing to it. At the bottom, there is a 'Public note:' text area, a 'Creative Commons license:' dropdown menu set to 'None', and a 'More item details' link with a dropdown arrow.

NOTE: If you are uploading a file you will have to indicate whether you have the rights to share the file you are posting or if what you are posting requires copyright assessment.

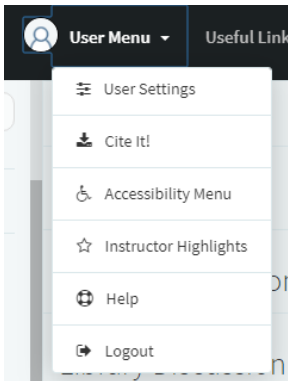
If the library does not have access to the item we will need to assess copyright, find a way to purchase the item, or conduct copyright clearance.

7. Import resources from anywhere on the web with Cite It!

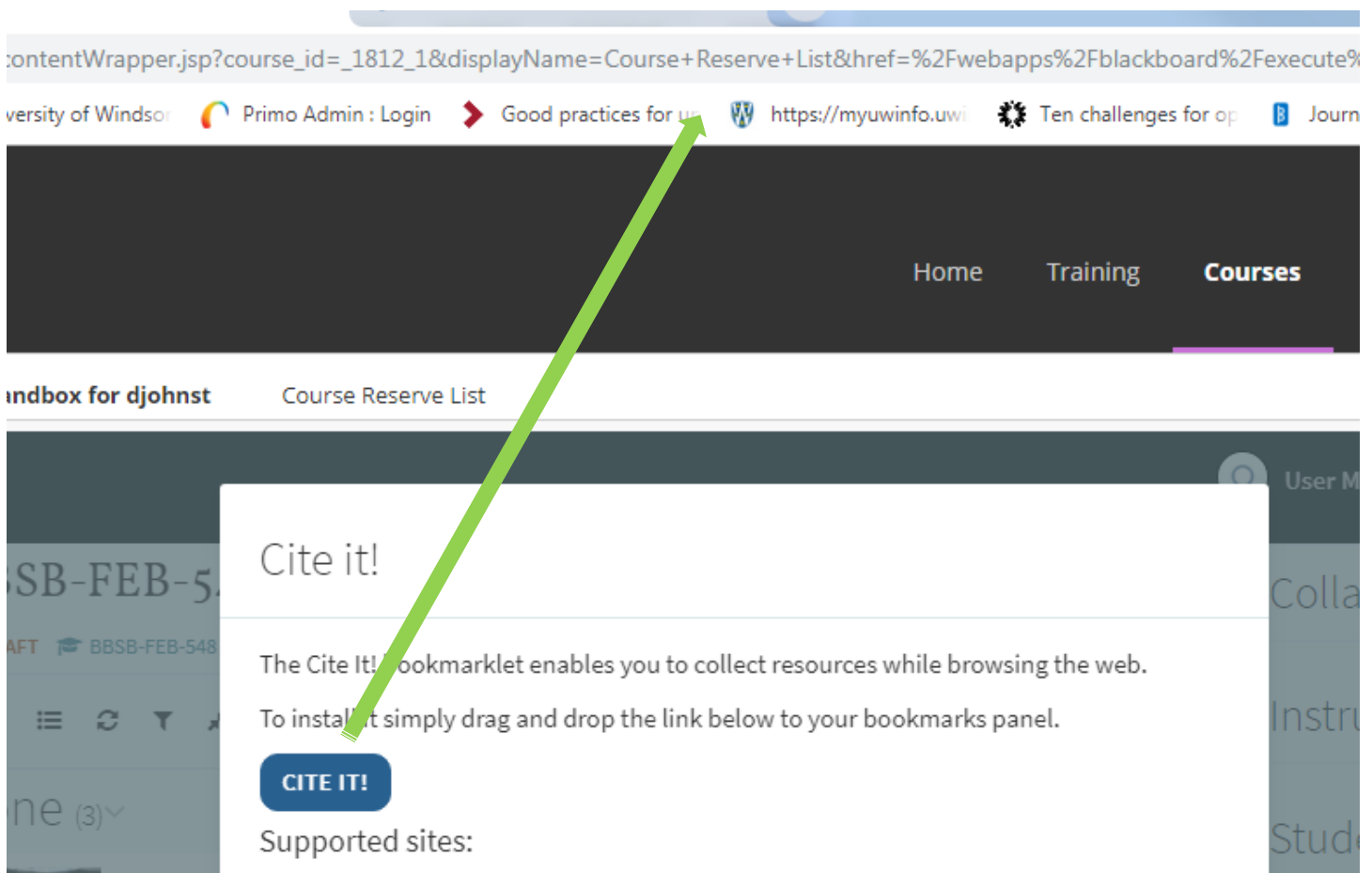
Do you want to share something with your class directly from [one of our databases](#) or an external website? You can use the Cite It! bookmark button to quickly add blog posts, websites, videos, and almost anything available on the web to your Resource List.

Make sure your web browser's bookmarks toolbar is enabled. [See Appendix on enabling your toolbar]

Open the User Menu and click Cite It!



Drag & Drop the Cite It! Button wherever you'd like to place it into your bookmarks bar.



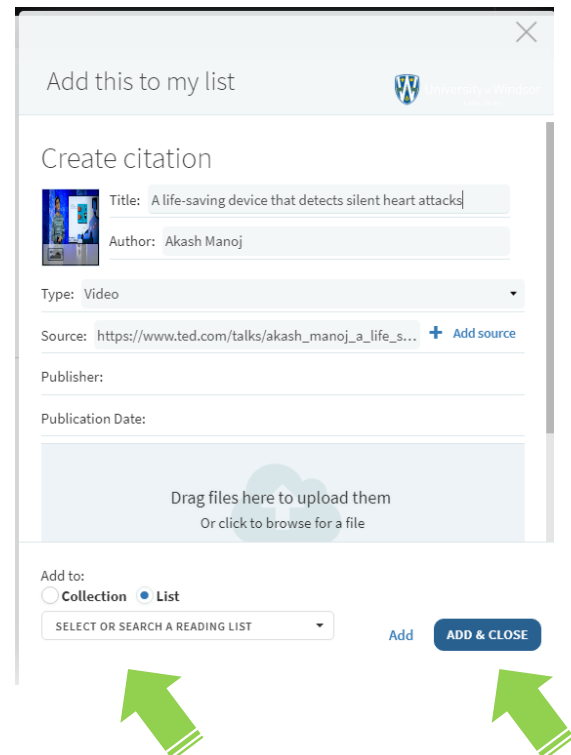
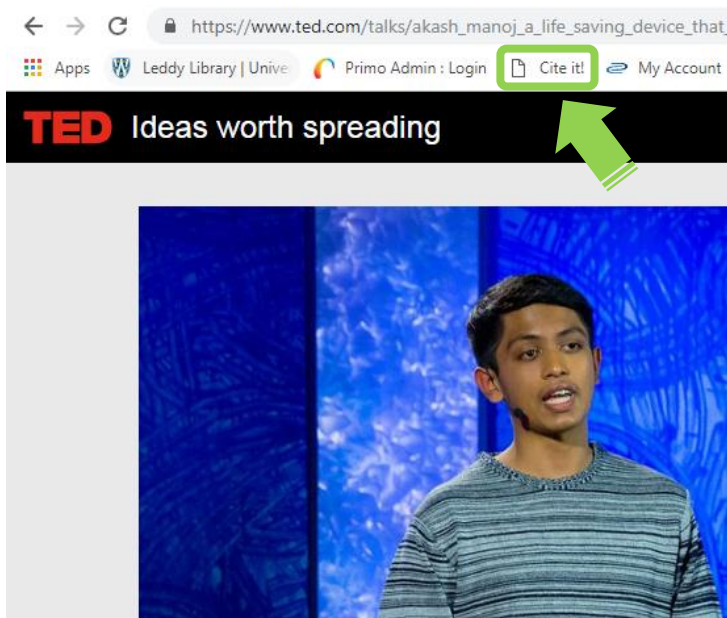
When you're viewing web content that you want to add to your list:

(1) Click Cite It! to pop open the import box that will add your citation to your list.

(2) Select the list you want to add the resource to

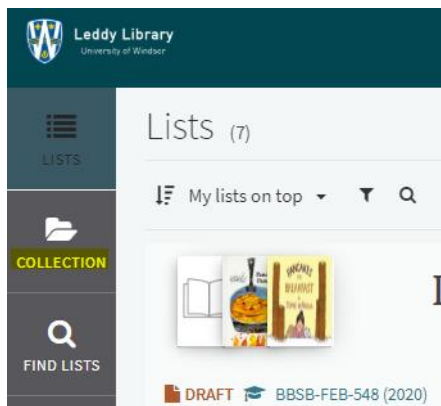
(3) Click Add & Close

Make sure you're logged into your Course Resource List or Cite It! won't know where you're trying to add a citation.

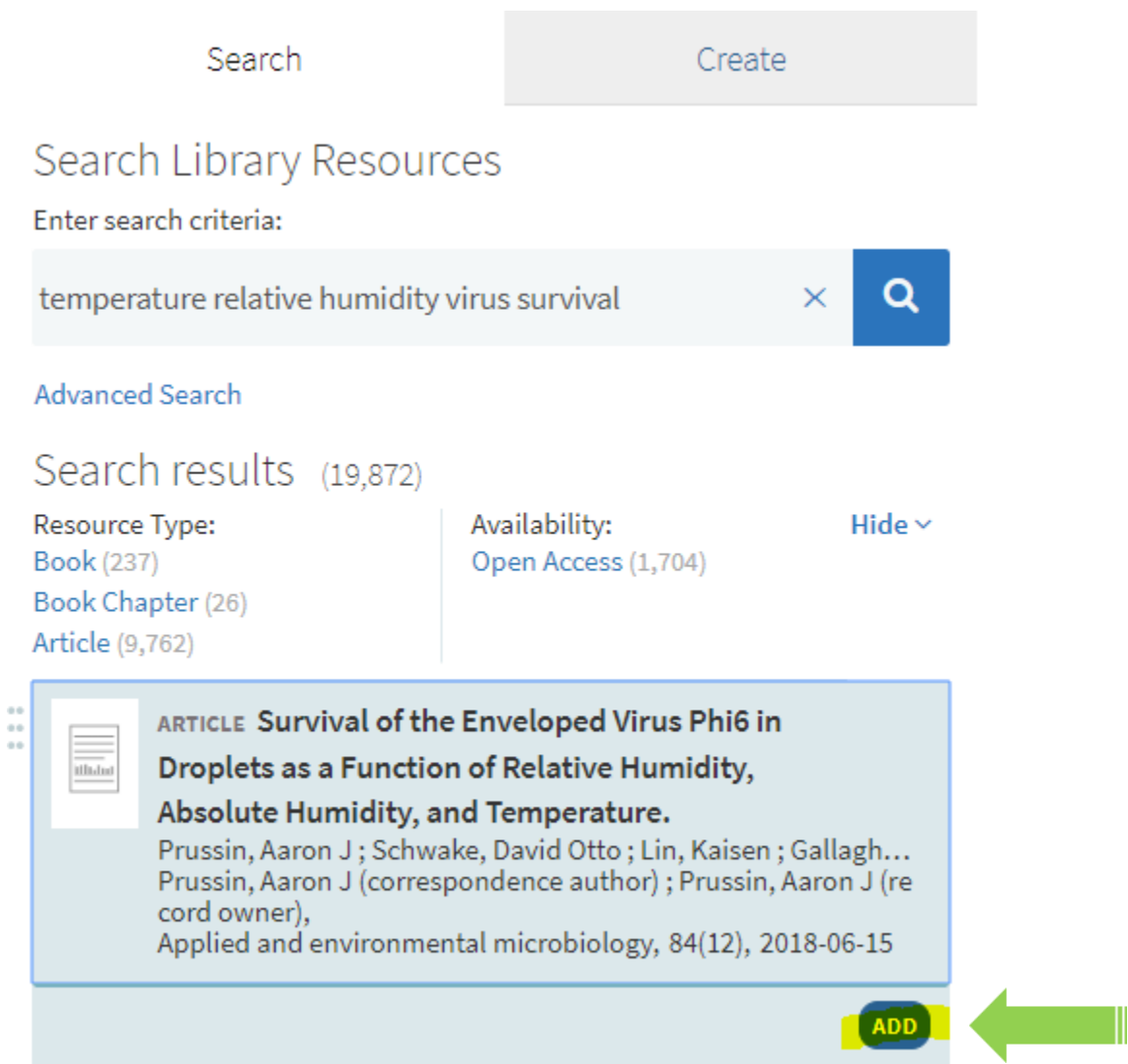


8. Create a personal Resource Library with My Collection

You can save resources you discover to your Collection and add them to Resource Lists you create in the future.



Just search for items, and then click the “ADD” button to include them in your collection.



You can add items from your collection to a Course Resource List from the My Collection tab.


Search


Create


My Collection

More

My Collection

 Date added ▾





BOOK Information architecture the design and
integration of information spaces
Ding, Wei, Lin, Xia, San Rafael, Calif.,
Morgan & Claypool Publishers, 1, 2010, Total Pages 1-169

Add to: ☒ List ☐ Bag

Section:

Readings ▾

ADD & EDIT

ADD

9. Create a Digitization Request

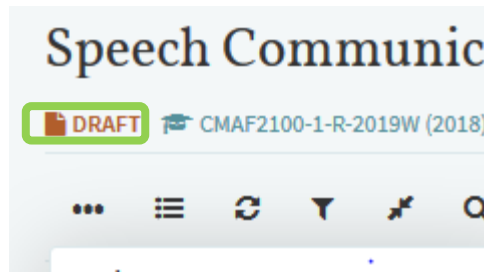
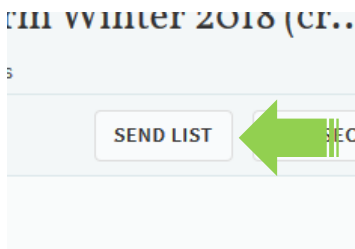
Unfortunately, we are unable to offer digitization services at this time. Please consider utilizing our existing online resources or review [the campus fair dealing guidelines](#) on scanning and sharing digital content with your class.

10. Send Your List to the Library for Review

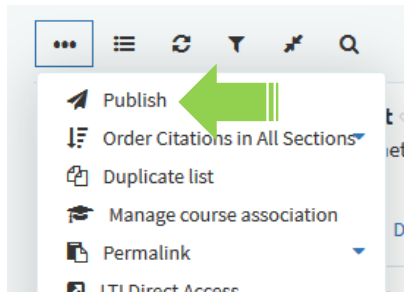
There are two ways to submit your list to the Library: (1) Send List (2) Publish List.

In either case, it will notify the Leddy Library staff that the list needs to be checked so that we can adjust the location of physical items requested, perform digitization, request copyright clearance if necessary, or purchase a digital or print version of texts as needed.

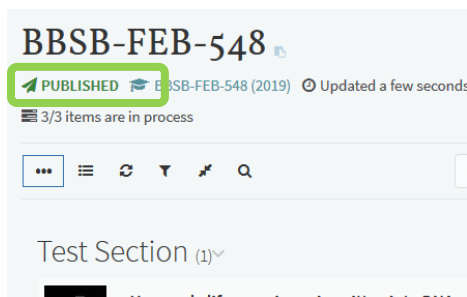
(1) When you click “Send List” it has not been made visible to students, it just notifies the Leddy Library staff that we should check your list. The status of your list will still be “Draft” until published.



(2) When you click “Publish” in the reading list menu, it will send any items not yet processed to the library, but it will also make the list available to students. Clicking “Unpublish” will remove the list from visibility.



Once the list is published its status will change from Draft to Published, indicating that it will be visible to students.



Please note that if you publish the list prior to the Leddy Library staff completing their work, any items that the library needs to work on (adjust the location of physical items requested, perform digitization, request copyright clearance if necessary, or purchase a digital or print version of texts as needed etc.) will not be complete. Links to electronic resources should be functional.

Once we have processed your list, we will change the status to complete. You will also receive a notification of the status change. Leganto notifications will be bundled and sent once daily via email.



Family, Gender, Ring,
Add tags to item
Complete Available at

Questions?

Email: courseresources@uwindsor.ca

Leddy Library Course Resource Lists for Faculty:

<http://leddy.uwindsor.ca/course-resources-faculty>

Leddy Library main phone: (519) 253-3000 ext. 3402

Appendix

Adding the Bookmarks Toolbar

- [Add the Bookmarks toolbar in Chrome](#)
Select Ctrl+Shift+B or click on the Tools icon in the top-right corner and select 'Show bookmarks bar'.
- [Add the Bookmarks toolbar in Internet Explorer](#)
Right click on the Tools (cog-wheel) icon and select 'Favourites bar'.
- [Add the Bookmarks toolbar in Firefox](#)
Right-click on the Tools icon and select 'Bookmarks Toolbar'.
- [Add the Bookmarks toolbar in Safari](#)
Look for "View" in the toolbar on top of the screen. With Safari active, click View and then show bookmarks Bar.

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