Step 1: Finding the Online Reading Lists Homepage

Need help?
Online Reading Lists: readinglists@derby.ac.uk
Copyright Clearance Unit: copyright@derby.ac.uk
Academic Librarian Team: www.derby.ac.uk/subjectlibrarians

Sensitivity: Internal
Step 1: Finding the Online Reading Lists Homepage

There are five ways to find the Online Reading Lists homepage

1. Directly via website address
2. Via the Library homepage
3. From the Library Catalogue
4. Using Google or another internet search engine
5. Using Course Resources

Use the following instructions to familiarise yourself with these access routes
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1. Directly via website address

Open an internet session. You can use any browser system, although you may find it works best with Firefox, Edge and Chrome, or using a Mac computer.

Type the following into the search box (usually at the top of your screen):

derby.rl.talis.com

This will take you directly to the Online Reading Lists homepage

Search for lists, modules & courses

The software does work with iPads but you may find some functions, such as bookmarking and editing, are not as easy to use.
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2. Via the Library homepage #1

Type the following into the address box on your computer (usually at the top of the screen): www.derby.ac.uk/library

Select ‘Finding Subject Information’ in the centre of the screen
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2. Via the Library homepage #2

On the next page, under ‘Quick Links’, click on ‘Online Reading Lists' on the left of the screen

This will take you to the Online Reading Lists homepage

Search for lists, modules & courses

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3. From the Library Catalogue #1

Resources that are in the Library, such as print books, ebooks, print journals and DVDS, display a list of any online reading lists containing that title

From the Library record results page click on the reading list you require
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3. From the Library Catalogue #2

This will take you to the Online Reading List

Click on ‘Home’ to get to the homepage if you want to find a different list
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4. Using Google or another internet search engine

You can use Google, Bing, Safari, Silk or any other internet search engine

Type in ‘reading list derby’ and search

The result you get may depend upon which search engine you use

Select a result which links to derby.rl.talis.com

This will take you to the Online Reading Lists homepage

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5. Using Course Resources #1

Go to www.derby.ac.uk and click on ‘Staff’ at the bottom of the screen.

You may need to log in using your University of Derby username and password.

On the next screen select ‘Course Resources’ in the right-hand column.

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5. Using Course Resources #2

Here you will see all the programmes and modules you teach. This is also known as UDo or Blackboard

You will be able to add resources and edit the online reading lists for these modules

Click on the title of the module to go into the online space for it

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5. Using Course Resources #3

On the next screen select ‘Online Reading List’ and then click on the list title

There are links here for students to help them accessing the Library and Study Skills and information on using their online reading list

The Online Reading Lists Team put this link here for you

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5. Using Course Resources #4

A new window will open containing the Online Reading List

Click on ‘Home’ to get to the homepage if you want to find another list
Step 1: Finding the Online Reading Lists Homepage

For more information, assistance, or to arrange a demonstration contact:

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Copyright Clearance Unit: copyright@derby.ac.uk

Academic Librarian Team: www.derby.ac.uk/subjectlibrarians