



quick start guide

Reading Lists Online

Reading Lists Online allows you to directly access electronic resources from a reading list and check library availability of print items. You can access the system via the Library website or your Moodle modules.

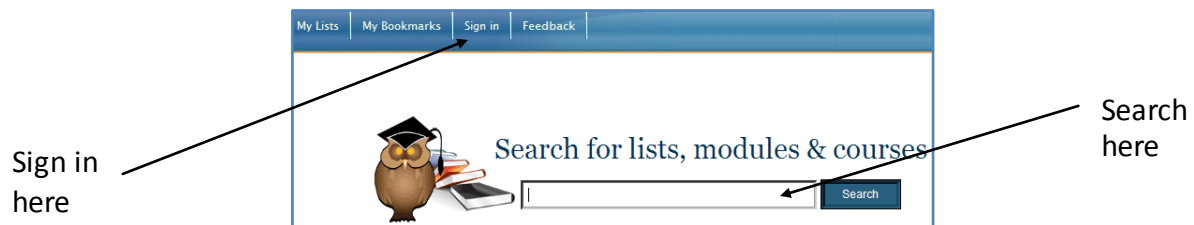
OpenAthens

In the future it will not be necessary to sign into OpenAthens to access resources from your lists. However, at the moment you must go through the OpenAthens login before accessing lists on the Library homepage or via Moodle.

1. Locating the lists

Library website

Log in to OpenAthens then go back to the Library homepage and click on the Reading Lists Online yellow button. Sign in using your usual username and password and search for the module you wish to view, either by title or code.



Click on the title of the list to access it.



If you get a message saying 'Sorry, there are no lists here yet' it means that your tutor is not using the Reading Lists Online system.

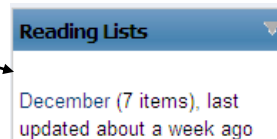
Moodle

Login to OpenAthens then sign into Moodle. Click on the **My SITS modules** tab.



Click on the blue **Reading Lists Online** link by the module title. If there isn't a list attached it means that your tutor is not using the Reading Lists Online system.

There may also be a link to the reading list at the bottom right of each module page if your tutor has enabled it.



2. Accessing resources from a list

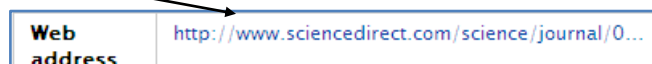
Print books

Click on the title of book. You will see bibliographic information in the middle of the screen. You can check library availability by clicking **View in Library Catalogue** function to access the library catalogue page. If all lending copies are out you can make a reservation.

[View in library catalogue](#)

E-resources

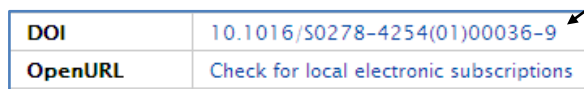
Click on the title of an e-book, e-journal or webpage. Click on the blue link to access the book, journal or webpage. The format of the link will vary between publishers. Sometimes it will be a webpage url as shown below.



A screenshot of a 'Web address' field. The label 'Web address' is on the left, and the URL 'http://www.sciencedirect.com/science/journal/0...' is on the right. An arrow from the text above points to the URL.

Web address	http://www.sciencedirect.com/science/journal/0...
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If you have a choice between **DOI** and **OpenURL**, always click on the **DOI** link.



A screenshot of a table with two rows. The first row has 'DOI' and '10.1016/S0278-4254(01)00036-9'. The second row has 'OpenURL' and 'Check for local electronic subscriptions'. An arrow from the text above points to the DOI link.

DOI	10.1016/S0278-4254(01)00036-9
OpenURL	Check for local electronic subscriptions

Use your browser's back button to get back to the list when you have finished looking at a particular resource.

Off-campus resource access

Some resources are more difficult to access off-campus, ie, requiring some extra clicks or registration. Examples are SCOPUS, Emerald, Wiley, NetLibrary, British Standards and ScienceDirect. Unfortunately, these extra steps still have to be navigated for most bookmarked e-resources. Please refer to the off-campus access instructions next to each resource that requires them on the Library's electronic resources A-Z list.

Time-out

There is time-out function, so if the list is dormant for a while, the e-resources login page may appear and you will have to sign in again. You will return to your current page after logging back in.

Other Functions

There are functions that you can explore such as making your own bookmarks, exporting citations, adding notes to items etc.