



Library Learning Services

Create Your Own RESOURCE LISTS

May 2025



THE UNIVERSITY of EDINBURGH
Library

Contents

Designed for course organisers, this guide will show you essential steps to create and edit a Resource List.

Other guides and video tutorials are available on the Resource Lists webpage at

<http://resourcelists.ed.ac.uk>

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1. Access

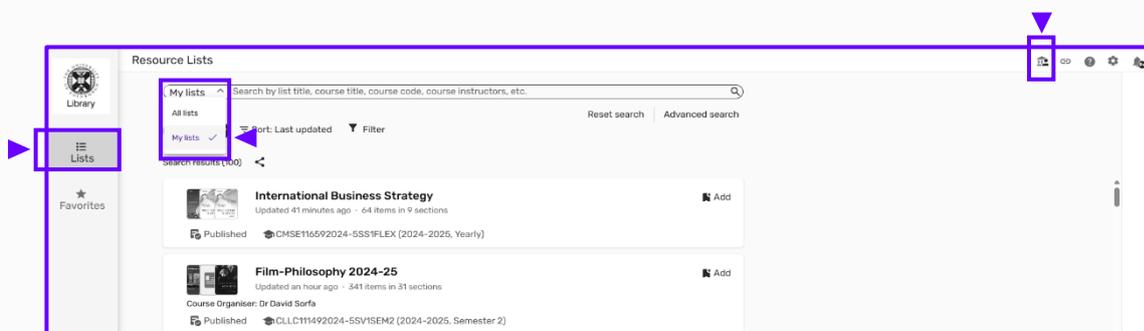
You can access Resource Lists from the **Resource Lists homepage** or from your course page in **Learn**.

Resource Lists homepage

Go to <http://resourcelists.ed.ac.uk>

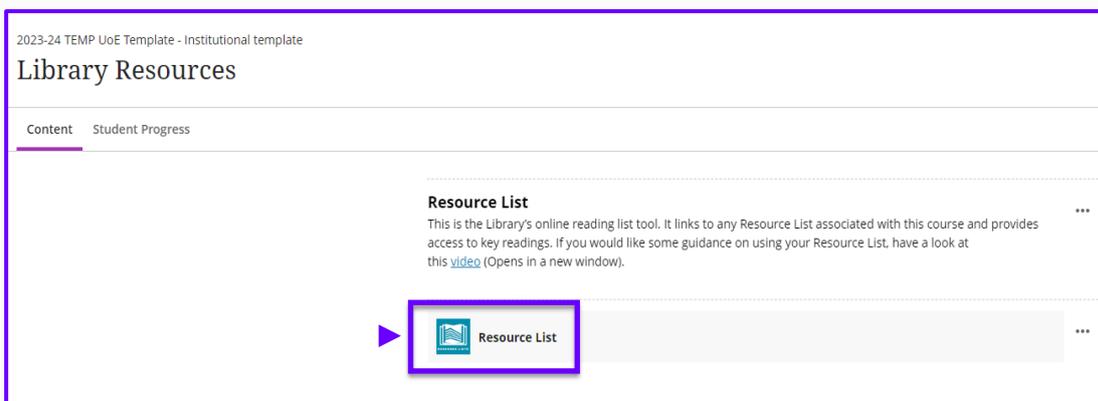
Check the top right of the screen and **log in** [Log in](#) using your university username and password. If you can see this **person icon** , you are already logged in.

You must be logged in to edit your list and access library resources. Toggle to **'My Lists'** to see the lists that you own or can edit.



Learn

You can edit your existing list or set up a new one from Learn. To access Resource Lists from a Learn course, click on the **Resource List** link on the Library Resources page.



If there is no Resource List for your course, you'll be prompted to create one.

Create a new list from scratch



Build a list of course materials by adding items from the library collection, from the web, or from your computer.

[Create new list](#)

2. Add Cite It!

The **Cite It!** bookmarklet tool is helpful when you want to add websites, streaming media or any other 'non-library' content to your list. You can also use **Cite It!** to include **books that the Library doesn't hold and you want us to buy**.

Install the Bookmarks Toolbar

Make sure the bookmarks toolbar is showing on your browser.

- If you're using **Chrome**

1. Click the **three vertical dots** icon at the top right of the browser window.
2. Click **Bookmarks and lists**.
3. Click **Show bookmarks bar**.

- If you're using **Firefox**

1. Click the **three horizontal lines** icon at the top right of the browser window.
2. Click **Bookmarks**.
3. Click **Show bookmarks toolbar**.

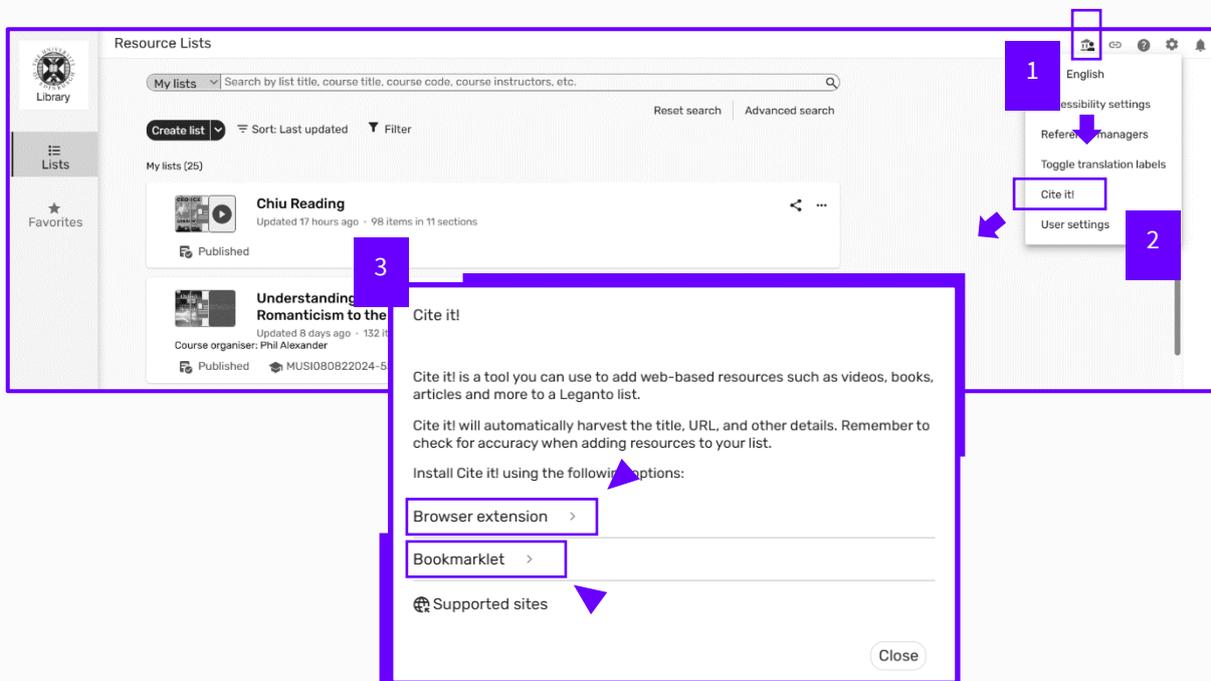
- If you're using **Edge**

1. Click the **three horizontal dots** icon found at the top right of the browser window.
2. Click **Favourites**.
3. Click the **three horizontal lines** icon in the pop-up window.
4. Click **Show Favourites bar**.
5. Click **Always**.

Add Cite It!

Click the settings icon  and **Cite It!**

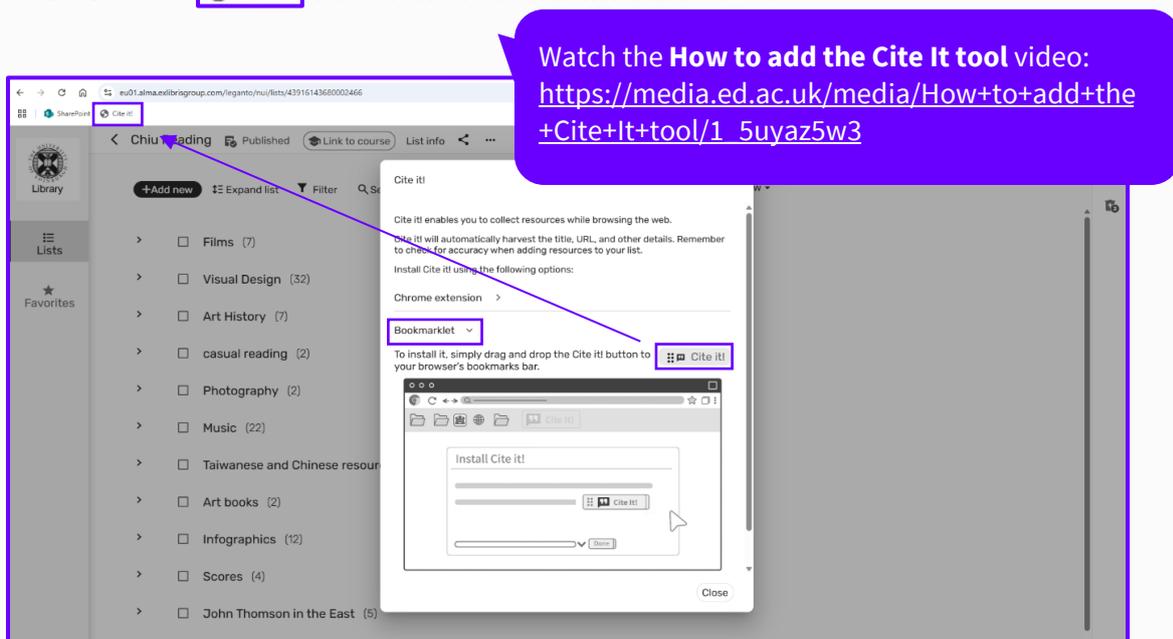
Select to expand the 'Bookmarklet' option



Drag **Cite it!** to the bookmarks bar/ bookmarks toolbar/ Favourites bar.

To install the tool on your browser bar, click the Bookmarklet and drag the **Cite It!** icon from the pop-up window to the bar.

A **Cite It!** icon  will show in the bar when installed.



Cite it! browser extensions

Cite it! is available as a **Chrome** browser extension. You can

install it by searching for **Leganto Cite it! Bookmarking Tool** on the Chrome Extensions Web Store, or from <https://chromewebstore.google.com/>

Watch the **Cite it! Chrome browser Extension** video:
https://youtu.be/uN1FRgu2Ar4?si=zzRAN2uq1PTt_YfX

Cite it! is also available as an **Edge** browser extension. You can install it by searching for **Leganto Cite it! Bookmarking Tool** on the Microsoft Edge Add-ons.
<https://microsoftedge.microsoft.com/>



3. Set up a List

You can set up your new list from **Learn** or from the **Resource List homepage** (<http://resourcelists.ed.ac.uk>).

A course can have multiple lists. For example, you may want to have a list for seminar readings and one for lecture readings or essays. You can also create one Resource List and use it for multiple courses.

From Learn

Click on the Resource List link in the corresponding course.

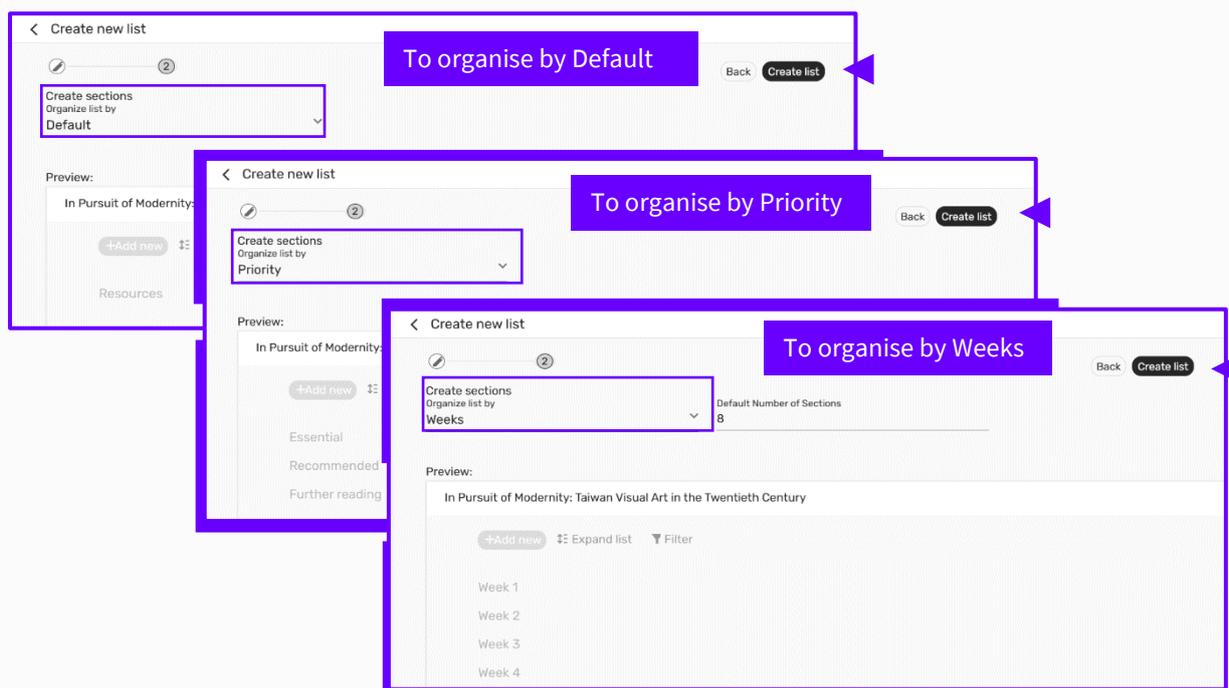
Next click on **Create new list** to start setting up your Resource List.

The image shows two screenshots from the 'Learn' system. The top screenshot is a 'Create a reading list' page for course 'zp_alaurins_ultra (2022/2025)'. It features a 'Create a new list from scratch' button and a 'Create new list' button. A callout bubble points to the 'Create new list' button with the text: 'If you start your list in Learn, it will be linked to the course code automatically.' The bottom screenshot shows a message in the 'Library' section of the 'Learn' interface: 'Please contact Library.Learning@ed.ac.uk for help setting up your new list'. A callout bubble points to this message with the text: 'If the Learn course ID code hasn't been added to the Library system, you'll see a message asking you to contact Library.Learning@ed.ac.uk.'

Select a **template** to use for your list. Structure your list to correspond to how the course is taught and how the course is organised in Learn so students can easily go between lecture notes and the Resource List to find readings.

Click on 'Organize your list' to see the three options available:

- Default (one section, called 'Resources')
- Weeks (add the number of weeks required)
- Priority (three sections: Essential, Recommended, Further Reading)



Click on your preferred template option and then on **Create List**.

You can add more sections by clicking the **+ Add New button** and then **New section**. See **7. Edit your Section** below for detailed information.

From the Resource List homepage

Go to <http://resourcelists.ed.ac.uk> and click on the **Create list** button.

Give your list a name, which is usually the name of the course. You can also add the name of the course organiser or lecturer and other information to the **list description**. Use **Link to course** to connect the new list with the corresponding course in Learn. After typing the course code or searching by course name, click on the correct course from the drop-down menu to select the **course code**.

Select a **template** to use for your list.

The **List description** and **Link to course** can also be added and edited later. For more information, see section 6. **EDIT YOUR LIST**.

Make sure you associate your list with the course code for the correct year. Course codes look like this:

ARHI08004**2025-6**SV1SEM2

When the list is linked to a course, the course code will appear in the **list header**. If you don't select a code now, remember to do this later.

If you can't find your course, contact Library.Learning@ed.ac.uk.

The image shows a screenshot of the 'Create new list' form and a list of resources. The form has the following fields:

- List name: In Pursuit of Modernity: Taiwan Visual Art in the Twentieth Century
- List description: Course Organiser: Lin Chyi Chen
- Link to course

A callout points to the 'Course code' field in the list header of a resource entry, which is CLGED8004. The resource entry is:

CLGED8004... The reading list is associated to course CLGED8004... CLGED80042024-2025SEM2: The Roman World 18: The Roman Empire 01/06/2024 - 31/08/2025 Semester 2 Part 2: 188

The resource entry includes a list of questions:

1. Why and in what ways did the Roman Empire overexploit its natural resources?
2. Analyse the reign of EITHER Tiberius or Domitian in an attempt to decide if their reputation in modern scholarship is warranted. (24) Be sure to make use of ancient as well as modern sources.
3. Discuss the ways in which personal identity and status were expressed through tombs and their decoration in the imperial period. (15) You should discuss some specific examples in your essay.
4. To what extent can Petronius' Satyricon, and particularly the section known as Cena Trimalchionis, be used as a historical source to reconstruct the material, ideological, and cultural world of Roman freedmen in the early imperial period? (25) Discuss the potential and the difficulties of making use of such a text, referring to its literary genre, its production context and intended audience, as well as the historical and archaeological reality it portrays.
5. What does the layout of Roman forts or fortresses reveal about the organisation of the Roman army? (11)

The course code in the list header

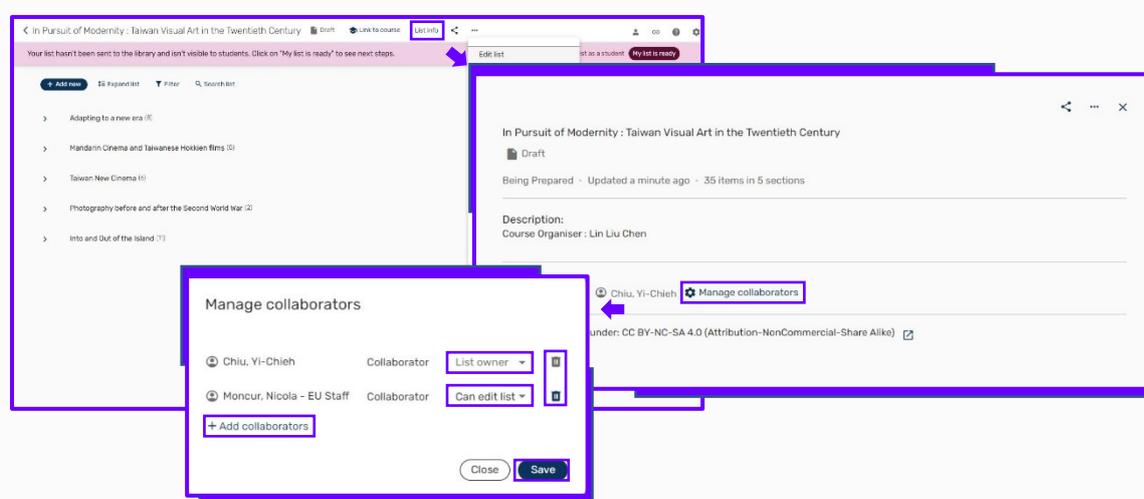
Manage Collaborators and List Owners

You need to be a **List Owner** or **Collaborator (editor)** to be able to edit a list. If you can't edit the list or add new collaborators as expected, contact Library Learning Services at Library.Learning@ed.ac.uk.

If you would like colleagues to be able to edit the Resource List, you can add them by going to **List info** at the top of the screen: **List info** → **Manage collaborators** → **Add collaborator**.

Search for people using their name or UUN.

If you want colleagues to be able to add or delete collaborators, make them a **List owner**.



Make sure to **save** after editing. A notification email will be sent automatically to any collaborators you add to a list.

Linking to a list

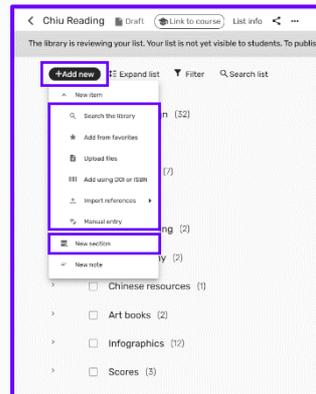
You can generate a shareable link to the **list**, or **section**, or individual **item** by clicking the share  icon in the header. The link produced this way is more reliable than the one displayed in the browser.

Please note that shareable links are only for that particular version of the list. If you use a shareable link to provide access to your list, this will **need to be updated each year**.

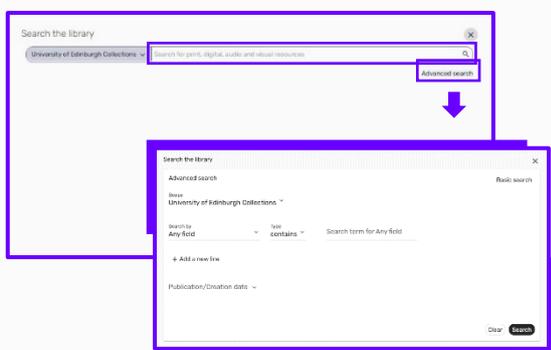
The Resource List tool in Learn will automatically link to the current year's list, if available.

4. Add Items to Your List

To add new items to your list, click on the **+ Add New** button. There are several ways of adding items to the list, including **search the library**, **manual entry** and by using a **DOI** or **ISBN**.



Search the library to add items from DiscoverEd to your Resource List



This search works exactly the same as if you were searching DiscoverEd. There is also an Advanced search option.

When more than one result is displayed, the **filter** helps you narrow down your search criteria. **Advanced search** is another option to refine the search.

x To close the dialogue box, click the x.



Before adding a citation to the list, you can get more details about each one by clicking the title and more details.

Search the library

University of Edinburgh Collections | cecil beaton photography

Any field contains cecil beaton photography in University of Edinburgh Collections

Advanced search

Showing 20 out of 121 results

Filter

Cecil Beaton's bright young things
Book | Muir, Robin, author., Beaton, Cecil, 1904-1980.; National Portrait Gallery (Great Britain), host institution.; Millennium Gallery (Sheffield, England), host institution.; Cheltenham Art Gallery and Museum, host institution.; London, National Portrait Gallery Publications, 2020
Physical (2 / 2 available) ECA Library ECA Library - (STANDARD LOAN) - Level O: TR140.B4 Muir, and more locations

Add to: List Favorites

Section: Add to section
Photography

"Cecil Beaton : Photographies 1920-1970," par Philippe Garner et David Alan Mellor
Article | Capet, Antoine, Hystara, 2012-01-01

Cecil Beaton and the Iconography of the House of Windsor
Article | Brown, Susanna, Photography & culture, 4(3), 2011-11-01, 293 - 307

Cecil Beaton's bright young things
Book | Muir, Robin, author., Beaton, Cecil, 1904-1980.; National Portrait Gallery (Great Britain), host institution.; Millennium Gallery (Sheffield, England), host institution.; Cheltenham Art Gallery and Museum, host institution.; London, National Portrait Gallery Publications, 2020

Links & availability | Item details

Creator: Muir, Robin, author.
Publication date: 2020
Place of publication: London
ISBN: 9781851477705
Publisher: National Portrait Gallery Publications

More item details >

Add items. Option 1: Drag and drop

Hover the mouse over the citation you want to add and an icon of six dots will appear. Hold the six dots icon to drag and drop the citation to the relevant section on the list in the designated location.

Search the library

University of Edinburgh Collections | spiritual realism selection

Any field contains spiritual realism selection in University of Edinburgh Collections

Advanced search

Showing 20 out of 181 results

Filter

Xie zhen shen yun : Xi Dejin xiao xiang hua xuan zhan = Spiritual realism : a selection of Shiy De Jinn's portraits
Book | Shiy, De Jinn., Guo li li shi bo wu guan (Taiwan); Guo li Taiwan mei shu guan.; Xi Dejin ji jin hui.; 國立歷史博物館 (Taiwan); 國立台灣美術館.; 廣德進基金會.; Taipei Shi, Guo li li shi bo wu guan., 2003
Physical (1 / 1 available)
Main Library EAS Collection - Main Library [STANDARD LOAN] - 3rd Floor: Folio ND1049.S48 Shi.
Exists in list

Drag the item to the list by holding the six-dots icon.

Xie zhen shen yun : Xi Dejin xiao xiang hua xuan zhan = Spiritual realism : a selection of Shiy De Jinn's portraits
Book | Shiy, De Jinn., Guo li li shi bo wu guan (Taiwan); Guo li Taiwan mei shu guan.; Xi Dejin ji jin hui.; 國立歷史博物館 (Taiwan); 國立台灣美術館.; 廣德進基金會.; Taipei Shi, Guo li li shi bo wu guan., 2003

Available at: Main Library EAS Collection - Main Library [STANDARD LOAN] - 3rd Floor: Folio ND1049.S48 Shi.

Visual Design (32)

Films (9)

Art History (7)

Di guo. Taiwan : 1895-1945 nian xie zhen shu = The rise and fall of Formosa. Japan / Wang Zuorong. Full details
Book | Wang, Zuorong, author., Chu ban., Taipei Shi, Cang bi chu ban you xian gong si., 2019
Available at: Main Library EAS Collection - Main Library [STANDARD LOAN] - 3rd Floor: Folio ND1049.S48 Shi.

Kitagawa Utamaro : woodblock prints from the British Museum / text by Julie Nelson Davis ; curated by Julian Opie and Timothy Clark.
Book | Davis, Julie Nelson, 1963.; Opie, Julian, 1958.; Clark, Timothy.; Kitagawa, Utamaro, 1897-1978.; British Museum, London, 2019

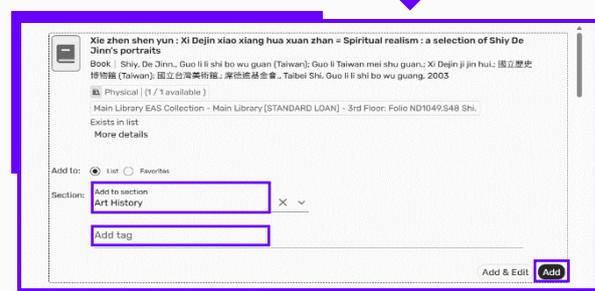
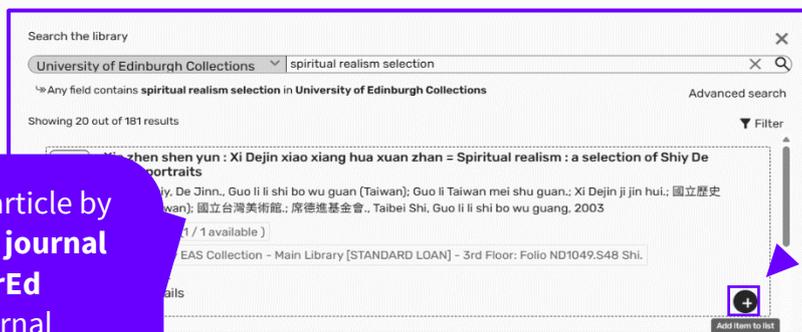
When you start dragging the item, a line appears and "Search the library" box disappears.

The appearing line shows where the item will be inserted in the list.

Add items. Option 2: Click + or Add

Hover on the citation you want and an icon appears. Click the icon, select the desired section  from the drop-down menu and click **Add**.

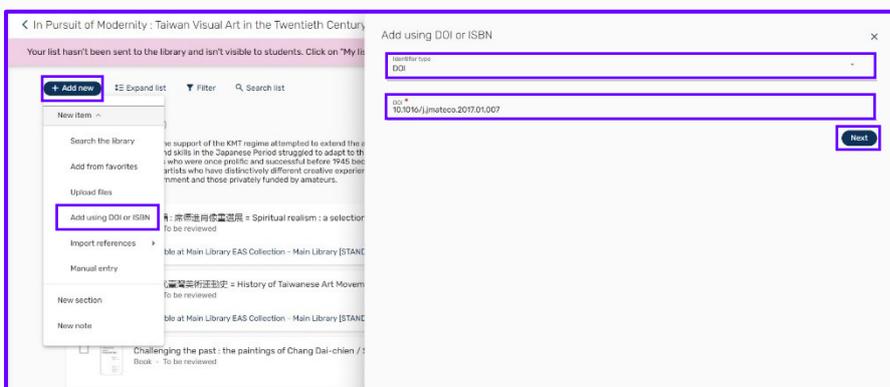
If you can't find an article by searching, go to the **journal A-Z** (top of **DiscoverEd** screen), find the journal issue and article and add the article to your list using the **DOI** or the **Cite It!** tool.



Add items using a DOI or ISBN

Click on the **+ Add New** button. Select **Add using DOI or ISBN**. Choose DOI or ISBN from the **Identifier type**. Add your DOI or ISBN and select **Next**. Proceed through the screens and select the section you want to add the item to.

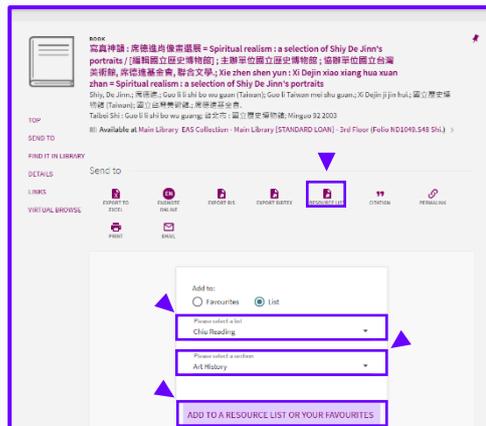
If the Library provides access to the book or article, relevant information or links will be automatically added to the list citation. If the DOI and ISBN are cited from external sources and we don't hold the resource, you may need to **add additional metadata (e.g. author, publication date, publisher etc)**.



Add items from DiscoverEd

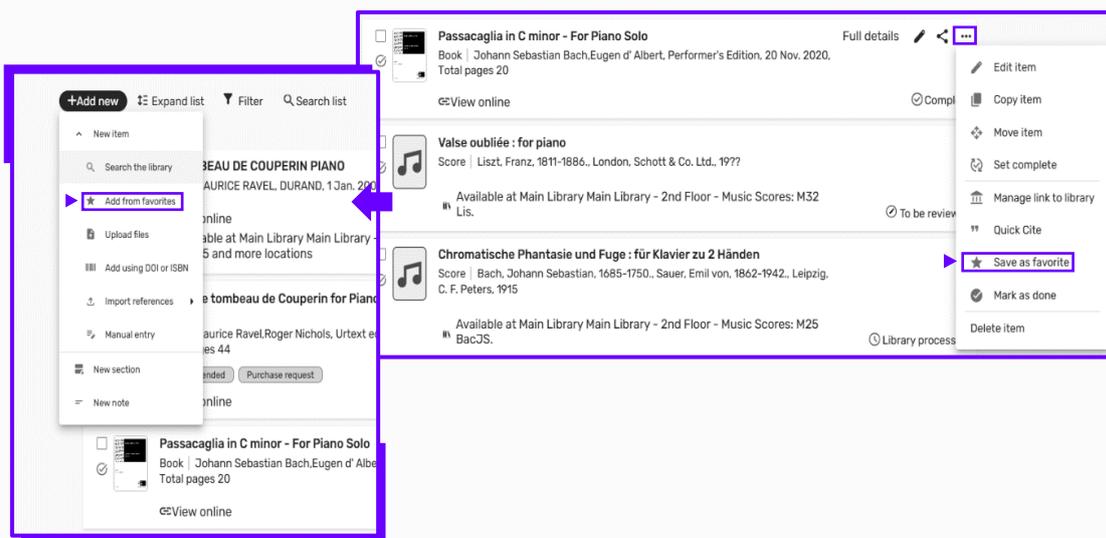
<http://discovered.ed.ac.uk>

You can also add items to your list directly from DiscoverEd. After you find the item, open the record, click on the **RESOURCE LIST** icon and choose the **list** and **section** you want to add the item to and then click on **ADD TO A RESOURCE LIST OR COLLECTION**.



Adding items using Favourites

When items are to be used repeatedly in different sections and lists, they can be **saved as favourites**. You can add these favourite citations by clicking **+ Add new** and **Add from favourites**.



Adding items manually

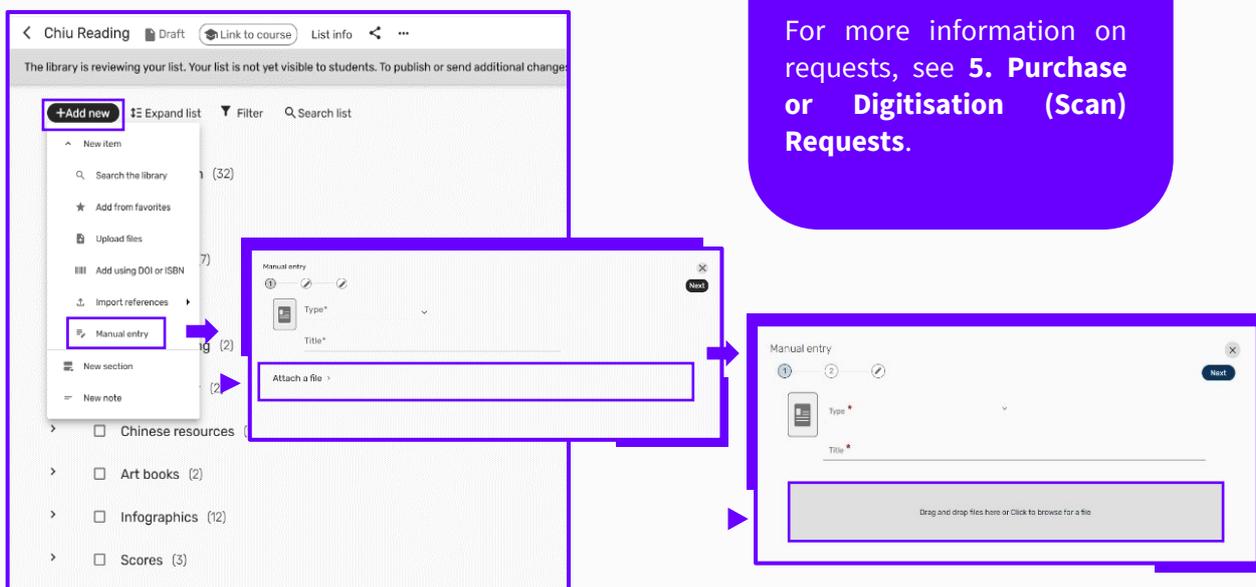
If you want to add resources not owned by the Library, such as websites, podcasts, or reports including e-books and print copies, you can add citations manually. You don't need to complete all non-mandatory fields but make sure to add at least the **publisher** and **publication date**.

You can also upload files to citations. Be aware that files uploaded to citations are accessible to **all** staff and students.

If the publications needed for the course cannot be found on DiscoverEd, add them to the List with appropriate **priority tags** and then **send for review**.

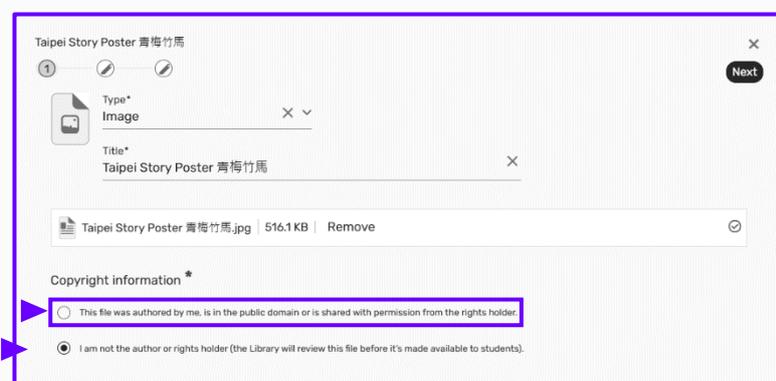
The Library will purchase **essential** and **recommended** items when we receive the **new list** and **review requests**.

For more information on requests, see **5. Purchase or Digitisation (Scan) Requests**.



If the uploaded documents are official reports or documents that are in the public domain, you should tick the option:

“This file was authored by me, is in the public domain or is shared with permission from the rights holders.”



These files will be visible to students automatically.

If the file you want to upload is protected by copyright and you are not the rights holder, you must tick the option:

“I am not the author or rights holder (the Library will review this file before it’s made available to students).”

These files need to be checked by the Library before students can read them, so remember to **send your list for review. Do not** upload scans of books or book chapters **unless you own the copyright, have explicit permission from the rights holder to use the content in this way, or the content is Open Access.** Scans used in teaching are provided under licence by the Library. See **Section 5. Purchase or Digitisation (Scan) Requests.**

Adding items with Cite It!

As well as adding items manually, you can also add resources not owned by the Library with **Cite It!**

Use the **Cite It!** tool to add resources currently not owned by the Library. You can add the item directly from an external website, including WorldCat, Amazon, and other catalogues.

1. Go to the appropriate website and find the resource you want to add.
2. Click on the **Cite It!** button installed in your bookmarks toolbar or Chrome Extension (See section **2. ADD CITE IT!** for how to add this.)
3. Add any information, such as chapter details, in **Note for students.**
4. Select the list and section you want to add the item to.

The tool works well with bookseller websites and library catalogues. If you use it to capture details of newspaper articles, podcasts and other web resources, you may have to edit the citation to add **additional metadata.**

Tag your citations

When adding new items to the list, remember to **add priority tags**.

The Library uses priority tags (**Essential, Recommended, and Further reading**) to inform what we buy and how we manage the provision of Library resources for teaching. There is also a **Key text** tag you can use alongside **Essential** tags. A **Key text** tag identifies **one key text per course** for which the Library will take extra steps to source as an e-book or e-textbook. **This tag is not visible to students.**

The Library will endeavour to purchase resources for **Key text, Essential, and Recommended** items.

- Click on the citation title to see the options to add a tag or a note for students.
- Click on **Add Tag** and select a tag from the drop-down menu.

Read the [Resource Lists Framework](#) to find out how the Library uses priority tags to inform purchases and access to library resources.



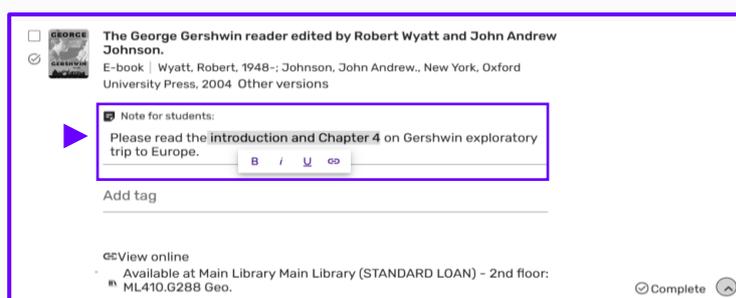
Click the upward arrow to close the tab.

Note for students

The **Note for students** has two functions:

1. It provides students with information on what they should read
2. It lets the Library know **which chapters/pages to scan if no e-book is available.**

Click on the citation to open it and then click on **Note for students** to add a note. Notes can be formatted. Highlight the phrase before choosing formatting such as bold, italic or underlined and adding links. When you have added your tags and student note click on the Complete arrow at the bottom far right of the citation, or click on the citation title to close the citation.



5. Purchase or Digitisation (Scan) Requests

Purchase requests

After **adding items for Library purchase** using one of the methods outlined above, ensure that you:

1. **Add a priority tag (Essential or Recommended)**
2. **Add a Note for students** (if applicable)
3. **Send your list for review**

We will use the information you provide to purchase books or e-books, if available.

The Library has a digital first policy. If a suitable e-book is available, it will be purchased instead of any additional or new print copies. Individuals may be able to buy a title as an e-book but this does not always mean that an e-book can be bought by institutions or for institutional use.

Digitisation (scan) requests (only for essential and recommended items)

To request a scan of an **Essential** or **Recommended** chapter, make sure to:

1. **Add a priority tag** (Essential or Recommended)
2. **Add a Note for students, including full chapter/extract details and page ranges**
3. **Send your list for review**

The screenshot shows a library catalog entry for a book. The title is '寫真神韻：席德進肖像畫選展 = Spiritual realism : a selection of Shiy De Jinn's portraits / [編輯國立歷史博物館]'. Below the title, there is a 'Note for students' field containing the text 'Read Introduction and Chapter 1' and an 'Add tag' field containing the tag 'Essential'. The entry also includes a 'Due date' field and a 'Hide from students' checkbox.

If a suitable e-book is not available, we will use the information provided in the **student note** to provide a scan and link this to the citation.

This service is provided under the **UK Copyright Licensing Agency (CLA) Higher Education** licence. We can usually scan **one chapter** or **10%** (whichever is the greater). Some titles and books published in certain countries (for example, Italy and Austria) are excluded from the licence. In some cases, we may be able to contact the rights holder directly to request use for a fee.

There are three possible outcomes to digitisation requests:

1. **Digitisation available.** This tag will be added to the citation to highlight to students that a scan has been provided. Course Organisers and students can **filter** the list to easily find digitisations of key chapters/extracts.
2. **Digitisation declined.** This will be added if the Library can't provide a scan.
3. **Digitisation pending.** This indicates that we're waiting for permission from the publisher or for access to a print copy to scan. (**Digitisation pending/declined tags are not visible to students**).

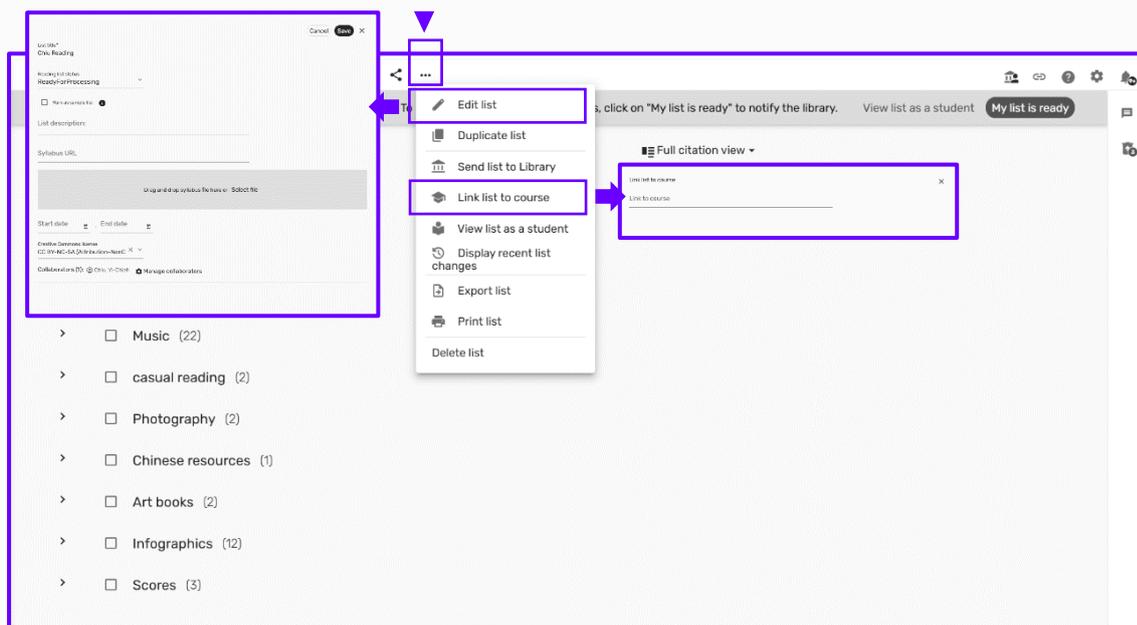
The final step is to send your list.

The Library won't provide any digitisations or make any purchase requests unless you send your list for review.

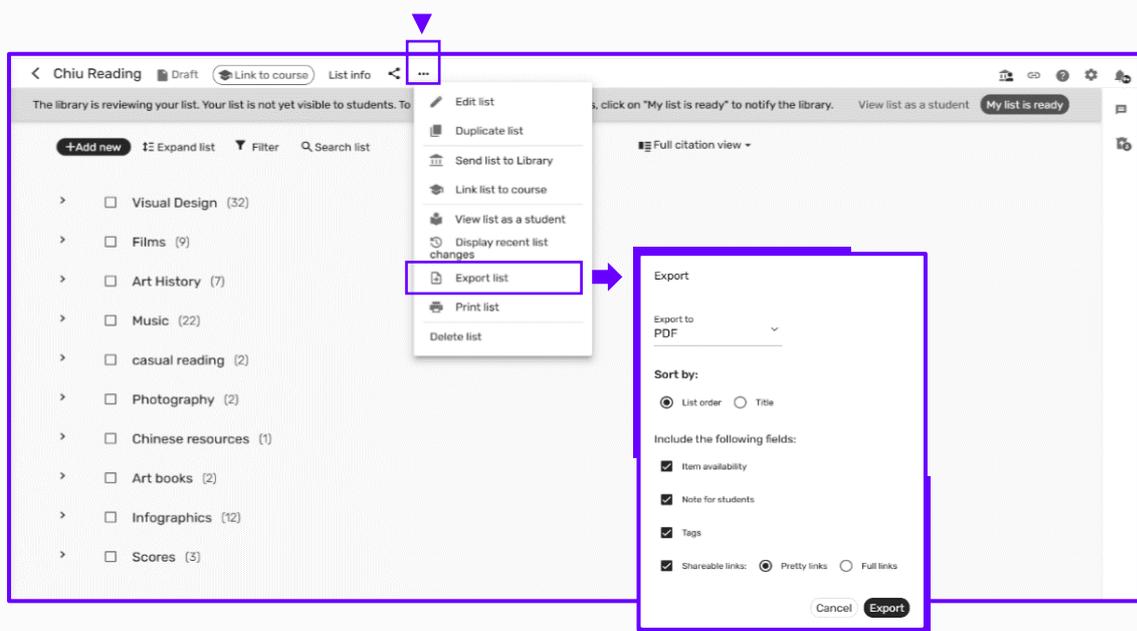
6. Edit Your List

Wherever you see ellipses (displayed as three dots ...), you will find a menu. There are **List, Section and Citation menus** which contain the editing options.

Go to the **List menu** and select **'Edit list'** to change the list title and description (course organiser) or **'link list to course'**.



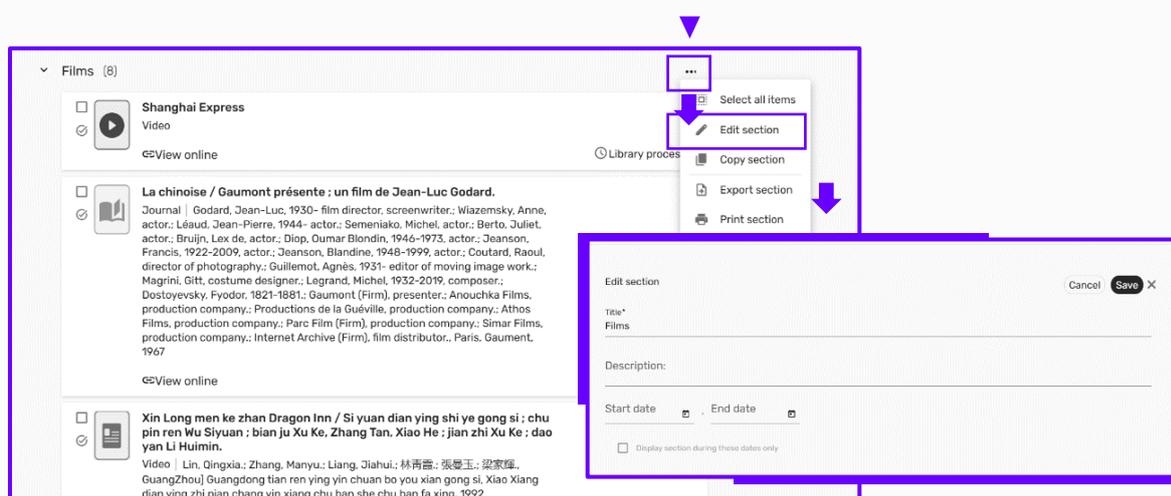
You will also find the option to export and print your list here. **If you are making significant changes to your list, consider exporting your list as a back-up.**



7. Edit Your Section

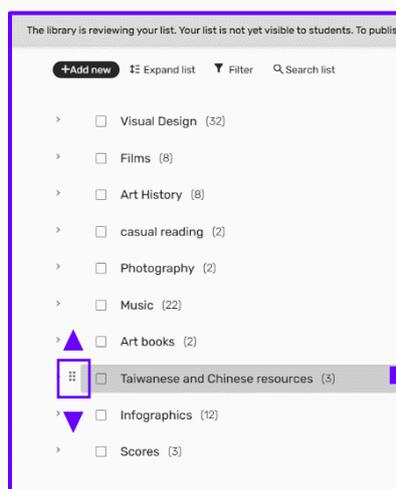
Similar options can be found when you hover the mouse **on the top of each section** and click the **ellipses**.

Click on 'Edit section' to change the name of a section or edit the description.

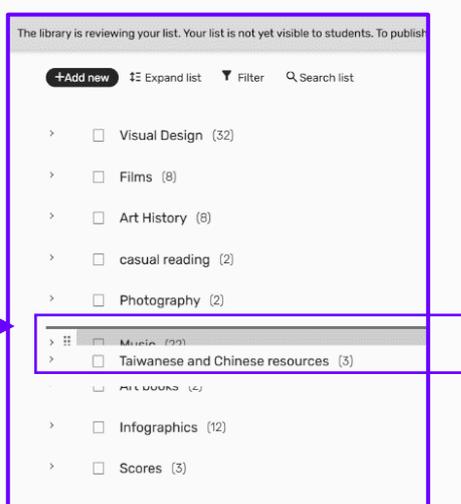


Move sections. Option 1: Drag and drop

Before you move a section: make sure only the section titles are displayed (click on 'Collapse list').



Hover the mouse over the section you want to move and an icon of **six dots** appears. Hold the **six dots** icon to move the section to its new location. The line that appears shows the destination of the moving section.



8. Edit Your Citations

Click on the ellipses to the right of a citation to view the editing options.

Use **Edit item** to change the **metadata**. For example, you can change the **material type** here or add a publication date, or author, or editor.

The image shows a library interface with a list of citations. The citation 'Refracted Modernity: Visual Culture and Identity in Colonial Taiwan' is selected. A context menu is open over the ellipsis icon, with 'Edit item' highlighted. Below, the 'Edit item' dialog is shown, with the 'Item details' tab selected. The dialog contains the following fields:

- Title: Refracted Modernity: Visual Culture and Identity in Colonial Taiwan
- Type: E-book
- Item actions, Links & availability, **Item details**, Library discussion, Related items
- Creator: Fu, Chao-Ching, contributor; Hu, Chia-Yu, contributor; Yen, Chuan-Ying, contributor; Liao, Hsin-Tien, contributor; Kojima, Kaoru, contributor; Kikuchi, Yuko, editor; Lai, Ming-Chu, contributor; Shimazu, Naoko, contributor; Watanabe, Toshio, contributor; Kikuchi, Yuko, contributor; Honolulu, University of Hawaii Press, 2007
- ISBN: 9780624864101
- Edition:
- Pages:
- Publication date: 2007
- Publisher: University of Hawaii Press.
- Place of publication: Honolulu
- More item details >
- Private note:
- Information for students:
 - Hide from students
 - Note for students:
- Due date:
- Tags: Essential

Library discussion

Library discussion allows you to send additional information to the library about specific citations/requests.

Click on the citation, then on **Full details** and **Library Discussion**.

If you add information to Library discussion, Click **Send** and then you will see the saved note.

Remember to **send the list for review** when you have finished editing your list. The Library will not see any notes you've added to Library discussion until you have done this.

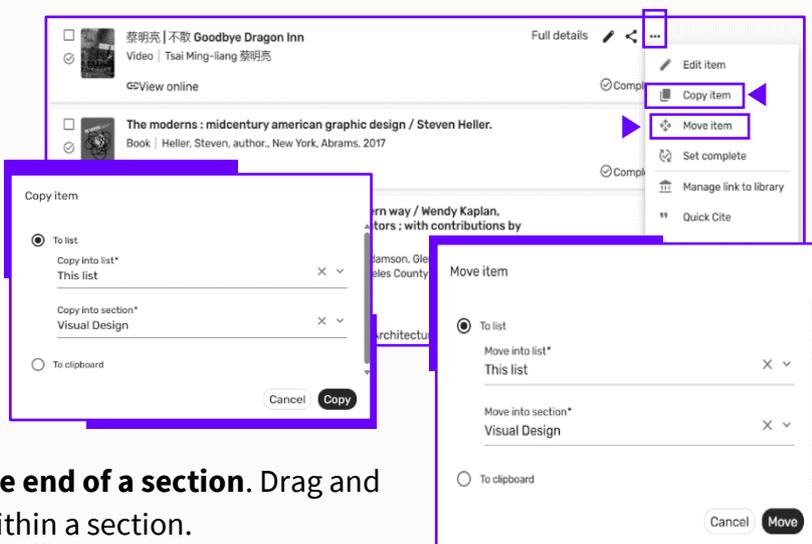
Move citations

Move citations. Option 1: Copy or move item

In the citation menu select **copy** or **move**. Make sure the appropriate list is selected and use the drop-down menu to find the section you want to copy or move the citation to.

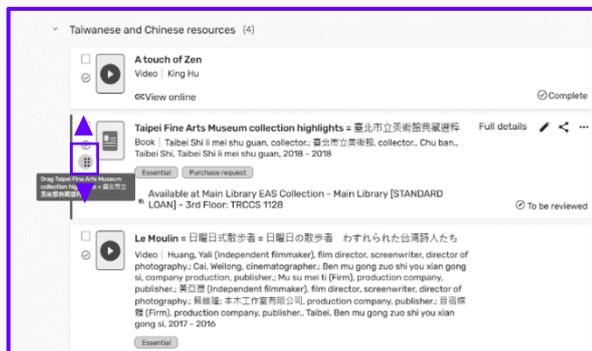
Click copy or move to confirm.

Citations that you move or copy will be added to the end of a section. Drag and drop to move the citation within a section.



Move citations. Option 2: Drag and drop

Hover the mouse over the citation you want to move and an icon of **six dots** appears.



Hold the **six dots** icon and drag and drop the citation to its new location in the list. The line that appears shows the destination of the moving item.



Restoring deleted items

If you want to restore items that are deleted accidentally, the items can be restored from the recycle bin within 30 days of deletion. After a citation is deleted, the **note for students**, **tags**, and **associated links** all remain attached. The information about the **original location of the citation** is **not** retained.

The screenshot illustrates the process of restoring deleted items in the Chiu Reading system. It shows two overlapping windows:

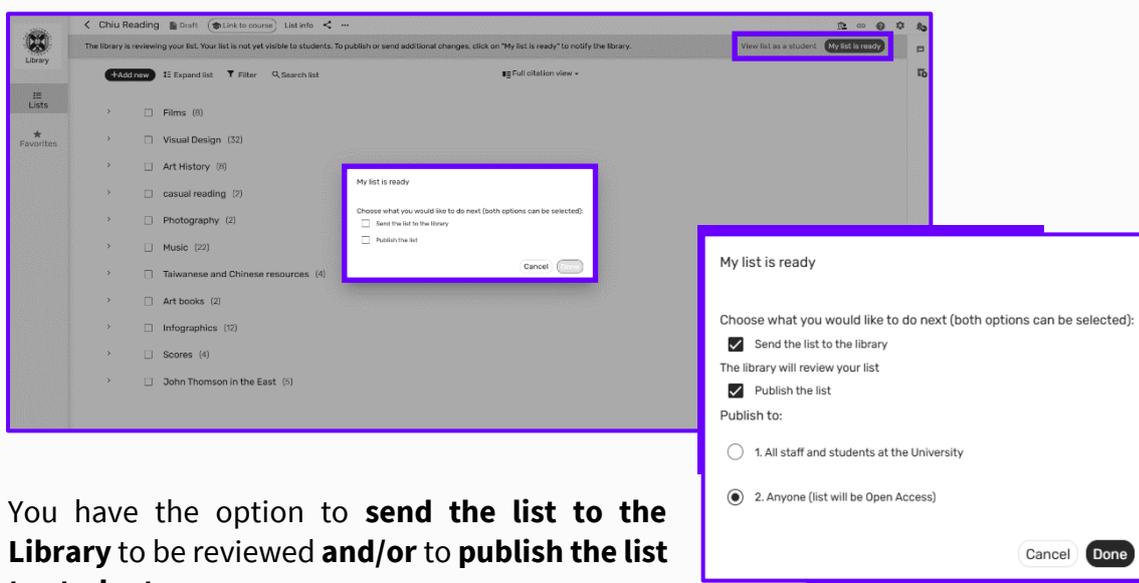
- Left Window (Chiu Reading):** Displays a list of categories with checkboxes. The 'Art books' category is selected, showing 2 items. A red box highlights the 'Deleted items' icon in the top right corner.
- Right Window (Deleted items (3)):** A modal window titled 'Deleted items (3)' with a close button. It lists three items:
 - The rise and fall of Formosa, Japan = 帝國·臺灣: 1895-1945年寫真書** (Book | Wang, Zuorong, author., Chu ban., Taipei Shi, Cang bi chu ban you xian gong si, 2019) - 30 days remaining, Open access.
 - Ruan Ling-yu : the goddess of Shanghai** (Book | Meyer, Richard J., Hong Kong, Hong Kong University Press, 2005) - 30 days remaining.
 - Taipei Fine Arts Museum collection highlights = 臺北市立美術館典藏選粹** (Book | Taipei Shi li mei shu guan, collector., 臺北市立美術館, collector., Chu ban., Taipei Shi, Taipei Shi li mei shu guan, 2018 - 2018) - 30 days remaining.
- Bottom Window (Add to section):** A dialog box titled 'Add to section' with a close button. It shows a list of sections: 'Films', 'Visual Design', 'Art History', 'casual reading', and 'Photography'. A red box highlights the 'Films' section, and a red arrow points from the 'Deleted items' icon in the left window to this dialog.

A 'Restore' button is visible in the bottom right corner of the 'Deleted items' modal.

9. When the List is Ready

Each semester has a submission deadline but you can edit your list and add new items and send the list to the Library for review at any time during the year.

When you are ready to publish your list and/or send to the Library, click **My list is ready**.

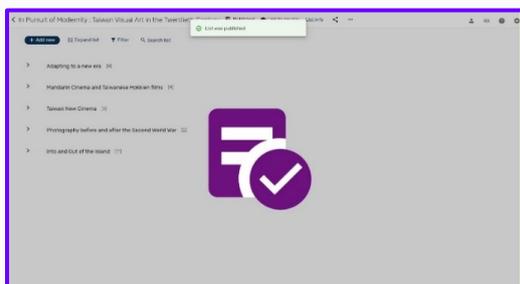


You have the option to **send the list to the Library** to be reviewed **and/or** to **publish the list to students**.

You can tick **both or either** option.

You can decide to **limit access** to the list to **University staff and students only** or to make the list **accessible to anyone**. Online resources provided by the Library can only be accessed with a University login.

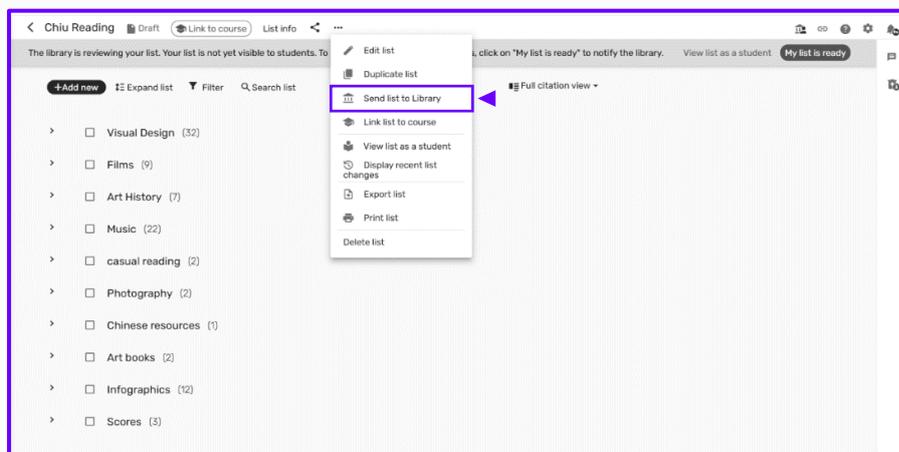
If you prefer to wait until the list has been reviewed before it is published, tick the **'Send the list to the Library'** box and the Library will publish the list after it has been reviewed. Please note the default option is to make the list accessible to everyone. If you would like to restrict your list to staff and students only, let us know.



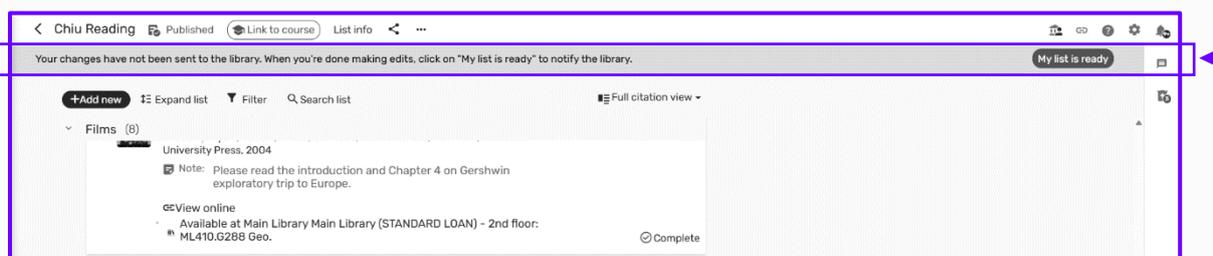
After you click **Done**, you will see a confirmation.

The Library will update you when the list has been reviewed.

After the list is published, you still can make further changes and send the list to the library for another review. **The option to send the list to the Library can be found in the list menu at the top of the screen.**



When you add new items to your list, you will see **a message in the banner reminding you to send the list to the Library.**



If you would like us to review the new items in order to buy new or additional copies of a titles, provide a scan, or move print copies to Reserve, **you should send the list for review again.**

If you don't need the Library to take any action, you don't need to re-send the list. Students can't see this message.

If you have any questions or would like any help with your Resource Lists, please email Library.Learning@ed.ac.uk.

10. Useful Resources

- **Resource List LibGuide:**

<https://edin.ac/3wNbAb8>

- **Resource Lists Framework:**

http://www.docs.is.ed.ac.uk/docs/library/ResourceLists/Updated_Resource_List_Framework_March_2024.pdf

- **Guide to the UK Copyright Licensing Agency Higher Education licence**, outlining how the Library can copy extracts from books and journals for use in course materials:

<https://assets.cla.co.uk/media/2024/11/higher-education-licence-user-guidelines.pdf>

- **Demonstration Videos** are available on the Resource List web pages:

<https://edin.ac/3wFID10>

- **Academic Support Librarians** can advise on online Library resources:

<https://library.ed.ac.uk/academic-support-librarians>

- **For help with Resource Lists** or to arrange a support call (via Teams) contact:

Library.Learning@ed.ac.uk