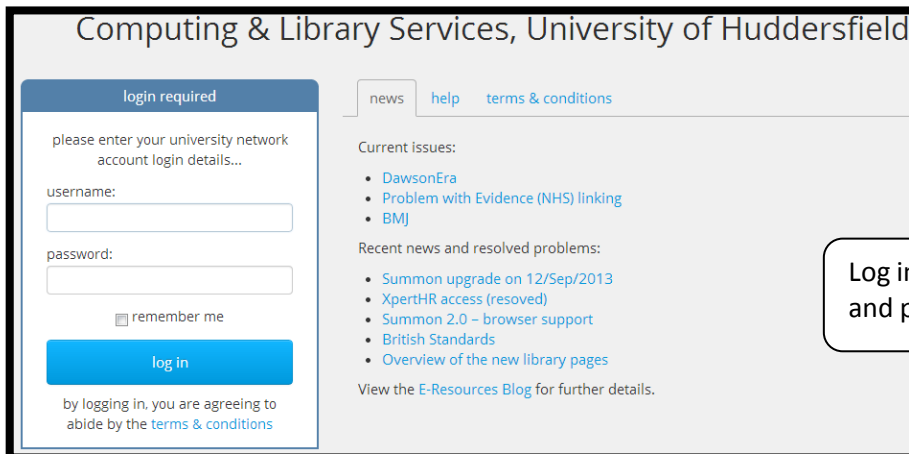


Type this web address into your preferred browser e.g Google Chrome:

<https://library.hud.ac.uk/myreading>

Or Access it through the “MyReading” tab in UniLearn.

1



Log in using your university username and password.

2

**Your Modules**

module active in current academic year (2012/13)?		total number of enrolled students for the academic year			
module	module title	info	items	2012/13	2011/12
N ZZZ0002	demo list 2		20	0	0
N ZZZ0004	DEMO LIST 4		16	0	0
N ZZZ0006	demo list 6		11	0	0
N ZZZ0008	demo list 8		11	0	0
N ZZZ0010	demo list 10		18	0	0
N ZZZ9999	DUMMY MODULE		4	0	0

Select the reading list you want to manage (scroll down to your modules and click on the module code to open the list).

3

hud.ac.uk/myreading/lists/ZZZ0002

List options ▼

**ZZZ0002: DEMO LIST 2**

Module Leader: unknown  
This list was last updated on 11/Dec/2012  
URL: <http://library.hud.ac.uk/my/ZZZ0002>  
Contents (show)

Welcome to the new MyReading interface! For more information on the changes, please see [this blog post](#). If you'd like to temporarily return to using the old interface, [click here](#). Please report any problems to [myreading@hud.ac.uk](mailto:myreading@hud.ac.uk)

According to the most recent data we've received from ASIS, this module is dormant in the 2012/13 academic year.

This is a demo list used for training purposes. (edit)

journal article » recommended reading	Ford, Karen L. - Detecting neonatal jaundice in Community practitioner : the journal of the Community Practitioners' & Health Visitors' Association (2010)	★★★★★	edit
journal article » recommended reading	Ford, Karen L. - Detecting neonatal jaundice in Community practitioner : the journal of the Community Practitioners' & Health Visitors' Association (2010)	★★★★★	edit
book » essential reading	Jasper, Melanie and Jumaa, Mansour (2005) - Effective healthcare leadership	★★★★★	edit
book » recommended reading	Jevon, Phillip (2010) - Advanced cardiac life support a guide for nurses (2nd ed)	★★★★★	edit
journal article » recommended reading	Kaufman, David - Rumsen Ohlone Folklore: Two Tales in Journal of Folklore Research (2008)	★★★★	edit
book » recommended reading	Kenner, Carole and Lott, Judy Wright (2007) - Comprehensive neonatal care : an interdisciplinary approach (4th ed)	★★★★	edit
book » background reading	Mason, Robin and Rennie, Frank (2006) - E-learning : the key concepts	★★★★★	edit

You will then see a reading list that looks like this.

**4**

**1 - Term1**

section options: edit | ↑ move ↓ | copy | adaptive release | delete

collapse | top

web site » essential reading » www.bbc.co.uk	BBC website	★★★★★	edit
web site » essential reading » www.nejm.org	Purcell	★★★★★	edit

**2 - Term2**

section options: edit | ↑ move ↓ | copy | adaptive release | delete

collapse | top

book » essential reading	Jenkinson, B. and Sammes, A.J. (2000) - Forensic computing: a practitioner's guide	★★★★★	edit
book » essential reading	Lillard, Terrence (2010) - Digital forensics for network, Internet, and cloud computing a forensic evidence guide for moving targets and data	★★★★★	edit
book » essential reading	Sammes, A.J. and Jenkinson, B. (2000) - Forensic computing : a practitioner's guide	★★★★★	edit

Navigate to one of your sections and under the heading of the section click on edit.

**5**

## Edit section: Term1

### General options

section title:

section subtitle (optional):

this is a section within:

visibility (hiding a section makes it invisible to students):

### Options for the items in this section

bulk edit options for the items:

to move the item(s) to a another part of this list, select a different section:

### Delete section

delete this section (n.b. the 2 items in this section will also be deleted!)

### Permanent link to this section

A new window will then appear allowing you to edit the section.

Here you will be able to change the title, subtitle, the location of the section and its visibility, edit the items within the section and also delete the section (which will also delete the items that are within).

6

this is a section within:

In the general options for the section you can change where the section sits within the reading list.

7

visibility (hiding a section makes it invisible to students):

You can also change the section to make it visible or hidden from students.

8

## Options for the items in this section

bulk edit options for the items:

leave all items as they are  
leave all items as they are  
change all items to "essential" relevancy  
change all items to "recommended" relevancy  
change all items to "background" relevancy  
change all items to "recommended for purchase"

You will then have the options to bulk edit the items within the section.

Here you can change the relevancy of all the items within the section.

9

to move the item(s) to a another part of this list, select a different section:

Term1 (leave items here)  
ZZZ0002: DEMO LIST 2  
Term1 (leave items here)  
Term2  
Term3

You can also bulk move the items that are in the section to another section within the reading list.

10

## Delete section

delete this section (n.b. the 2 items in this section will also be deleted!)

submit

## Permanent link to this section

<http://library.hud.ac.uk/my/4290/S5595>

The last option available is to delete the section. (Note: if you choose to delete the section then all the items within the section will also be deleted.)

11

submit

Remember to click on submit when you change any of the settings for the section.

12