

Integrating Library Resources into BlackBoard

Linking to Library Resources

Increase your students' awareness of library resources by including links from your BlackBoard course page.

- Books, journals, and articles (see page two for instructions on linking to specific resources)
- Guides and tutorials such as:
 - **Research Guides by Subject/Major** (<http://library.richmond.edu/information/smguides/index.htm>)
 - **Research Express** (http://library.richmond.edu/help/research_express.htm)
 - **Citing Sources** (<http://library.richmond.edu/help/citing/index.htm>)
 - **Boatipedia: Library FAQs** (<http://faqs.urlibraries.org/>)

Liaison Librarian Services

Utilize librarians' services to enhance your BlackBoard course pages and improve student research skills.

- **Request a Research Guide** - Your liaison librarian can create a research guide tailored to a specific course or assignment. Link to it as a webpage or include it as a downloadable PDF.
- **Request a Research Assignment** - Liaison librarians can create assignments and quizzes in BlackBoard to assess and strengthen student research skills.
- **Add a Librarian "Consultant"** - Post contact information for your liaison librarian, and/or include a librarian consultant through a discussion thread or scheduled chat sessions.
- **"Ask a Librarian"** – Encourage students to contact a librarian via instant messaging, e-mail, text messaging, or personal appointment by including links to the **Ask a Librarian** page (http://library.richmond.edu/help/ask_lib/index.htm).

RefWorks

Use RefWorks to create collaborative bibliographies or student reading lists in BlackBoard.

- **Instructors** can provide links to existing RefWorks accounts in any of the course Content areas (Course Information, Course Documents, Assignments, External Links, etc.).
 - Navigate to the specific course's **Control Panel**.
 - Select the content area you would like the RefWorks account linked from.
 - Select **Link to RefWorks database** from the drop-down box on the upper right portion of the screen and press the **Go** button.
 - On the **Link to RefWorks Database** page, enter RefWorks account information for the account you wish to link to. Students can have either full access or read-only access. To establish read-only access, the instructor must create a read-only password in the **Update User Information** area of RefWorks.
 - Enter a Title and Link text for display in the course's content area.
- **Students** can access personal RefWorks accounts through the BlackBoard Tools menu.

Streaming Audio

Request streaming audio reserves in order to include digital music files in your BlackBoard course page.

- Arrange for David Tenenholtz (Music Library Associate) to be given "course builder" status. Because audio reserves can only be delivered through a password-protected Blackboard site, your course page must be verified before audio files are created.
- Submit ONE of the following to the Music Library or via campus mail to David Tenenholtz.
 - The **Streaming Audio Reserves Request form** (available at <http://library.richmond.edu/services/reserves/music.htm>).
 - A copy of your course syllabus giving the following information for each audio selection: call number of CD (not required if it is your personal property), title of CD, title of selection, track number(s) of selection, date of listening assignment.

Creating links to course readings & library resources

Course Reserve Readings	<ol style="list-style-type: none"> 1. Go to the UR Library Catalog (http://librarycat.richmond.edu). 2. Select the Course Reserves Tab. 3. Search by either your name or course. 4. Identify the reading you want to link to. 5. Open the reading (this requires you to login the catalog). 6. After opening the file, you can use the link in the address bar for linking purposes.
Library Catalog	<p>If you would like to display a subset of titles in the UR Library catalog, conduct a search, then copy and past the URL for the resulting list of titles.</p> <p>If you would like to link to a specific book, locate the book in the library catalog and view the full record. Then copy the URL and past it into your BlackBoard page.</p>
Article in a Database or Online Journal	<p>Many of the library's online databases include persistent links to articles. Contact your liaison librarian for assistance in determining persistent URLs within a particular database.</p>
Online Database	<ol style="list-style-type: none"> 1. Go to the Online Databases page on the Library Website (http://library.richmond.edu/information/databases.htm). 2. Right click on the name of the database that you would like to link to. 3. Choose "copy shortcuts" and then paste into Blackboard.
Online Journal	<ol style="list-style-type: none"> 1. Go to Journal Locator on the Library Website (http://library.richmond.edu/information/journal/index.htm) 2. Search for the journal to make sure electronic access is available. 3. Select the appropriate online provider, and click the link provided in the Journal Locator results. Locate the persistent (stable) link to that journal title. If needed, contact your liaison librarian for assistance.
Online Reference Source	<ol style="list-style-type: none"> 1. Go to Online Reference Sources on the Library Website (http://library.richmond.edu/information/ref_sources.htm). 2. Right click on the name of the reference source that you would like to link to. 3. Choose "copy shortcuts" and then paste into Blackboard.
E-book in NetLibrary	<ol style="list-style-type: none"> 1. The link format for NetLibrary is: http://www.netlibrary.com/summary.asp?id=. You will need to add the specific book number after the equal (=) sign to complete the link. 2. To find the specific book number, search NetLibrary. Once you have found the title you wish to link to, click on "SHOW DETAILS," then on the right, click "FULL METADATA" and you will see the PRODUCT ID number. Add this number after the = sign, and your direct link to the book will be complete. 3. Example: http://www.netlibrary.com/summary.asp?id=42205. This is the direct link for the book, <i>Confronting Iraq</i>.

From Off-Campus

Follow the steps for each database as outlined above. However, you must insert the following prefix in front of the URL to make it pass through the proxy server: <http://newman.richmond.edu:2048/login?url=>

For example:

<http://newman.richmond.edu:2048/login?url=http://web4.infotrac.galegroup.com/itw/infomark/886>