ReadingLists@UCL: Adding your profile

Once created, your profile will be linked to all of the lists that you have editing rights to. This means that students can search for lists associated with a particular academic’s name.

The first time you visit ReadingLists@UCL and sign in, the dialogue box below will appear.

Click on ‘Take me to my profile’; you will be presented with the screen below where you can complete the required fields. Finally, to ensure that students using the system are able to see your list association you will need to make your profile public by selecting the ‘Privacy’ field radio buttons*. Any of this information can be changed at any time.

* We recommend that Administrators, library staff or other assistants temporarily working on reading lists on behalf of others should opt to keep their profile private, to avoid being mistakenly associated with lists for which they are not responsible.

If you have any questions about this please contact readinglists@ucl.ac.uk

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