



# ReadingLists@UCL this summer time

We can't guarantee the sun, but we can enlighten your summer

## Why?

- ❖ get reading lists ready for 2015/16
- ❖ make key resources easily accessible to students
- ❖ save time and effort - add items to multiple lists
- ❖ edit and update your lists at any time

## When?

- ❖ To book a session
- ❖ To request a list

Email us at [readinglists@ucl.ac.uk](mailto:readinglists@ucl.ac.uk)

## What?

### Over the summer the TLSS can:

- ❖ set up reading lists for new courses
- ❖ send editing access to courses run by one or more staff
- ❖ show new academics, administrators and technologists how to use ReadingLists@UCL
- ❖ offer refresher sessions for staff who would like:
  - a quick reminder of the system
  - some tips on how to manage readings
  - answers to their questions

## How?

- ❖ Bring along your laptop
- ❖ Or use the PCs in the room

## Interested but unsure?

- **Look** at current reading lists:  
<http://readinglists.ucl.ac.uk>

## Where?

### Drop-in or pre-booked sessions:

- ❖ our new 3rd Floor Senate House offices  
Wednesdays 2.30-4.30p.m. June-August
- ❖ in your department – **choose from**
  - getting started
  - going further: tips and tricks
  - refresher in 20 minutes

## Need some help?

- **Ask** your Subject or Site Librarian for help  
<http://www.ucl.ac.uk/library/subject-support/guides>

For more information and a selection of FAQs, visit:

[www.ucl.ac.uk/library/teaching-support/reading-lists/staff](http://www.ucl.ac.uk/library/teaching-support/reading-lists/staff)