Goldsmiths
Reading Lists

Guidelines for Student
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You can search for your reading list by typing in keyword, course code, tutor names or browse hierarchy.

When the reading list is found, you can use the 'table of contents' button at the top of the list to see all the sections at a glance.
Readings are ordered as your lecturer has chosen, they could be ordered by week, or by topic for example.

You can also keep your own notes for each reading using the 'Add note' and 'Read status' radio buttons:

- The 'Add note' facility allows you to make your own notes against each entry on the reading list. The notes are visible only to you.
- Using the 'Read status' button will help you organise your reading by allowing you to keep track of where you are with your reading lists and ensure that you have read everything you need to for your lecture or seminar.
The title of each reading is in **bold black type**, click on this to see further information such as:

- Full details of the reading and its source.
- A live link to the library catalogue for that item (this will appear in 'library availability' on the right hand side).
- Where an online resource (e.g. ebooks and journal articles) is available this will link directly to the full text of the reading (which will require your Shibboleth log in on the first entry).
Ebook - Dawsonera, Click on Open eBook in a new window then choose Shibboleth login

Choose Institution- Goldsmiths, University of London and click Proceed

* Return to Reading list page and click on Access the eBook blue Button it should direct you to actual book

** Or you can click back arrow button in order to access the book when log in the first time.
Articles available online, you can access the article either click on Online Resources blue button or click the title of article then click on DOI or URL link. Again it will require your Shibboleth log in on the first entry.

a. Articles via EBSCO (4 steps)

1. Click on Shibboleth Login

2. Choose UK Higher Education from drop-down menu
3. Choose Goldsmiths

4. Click PDF Full Text
b. Articles via JSTOR (4 Steps)

1. Click on Login blue button

2. Type in Goldsmiths in Search by Name box and click search
3. Click Institution Login

4. You can read article online or Download PDF
c. Articles via SAGE (4 steps)

1. Choose *Login via Your Institution* option

2. Choose *UK Access Management Federation* from drop-down menu
3. Choose Institution: Goldsmiths, University of London

4. Article should appear on the screen
d. Articles via Taylor & Francis (5 steps)

1. Click **Sign in** on top of page

2. **Sign in via Shibboleth**
3. Choose **Institution name**

4. Login with your college Username and Password

5. Choose **PDF or Full text HTML**
e. Article via Cambridge Journal (3 steps)

1. Click on Log in (top right hand corner) and choose Institutional Log-in

2. Federation: UK/UK Federation; Institution: Goldsmiths

3. Click OK to access the article
f. Article via Project Muse (2 steps)

1. At the bottom of page, choose Shibboleth and click **Choose your institution** drop-down menu

2. Article appears in HTML format, you could also choose Download PDF
g. Article via Wiley (4 steps)

1. Click on Login (top right hand corner)

2. Go to Institutional Login
3. Institution Name: Goldsmiths

4. Login with your college Username and Password
The functionality of My Lists:

Students can compile their own collection of reading lists. Once you find your course or module’s reading list, click on the Add to My Lists button on the top right hand corner.

In so doing, when you sign in the next time, you will not need to search for the course reading list again, but simply click on My Lists. This is particularly useful if you have multiple reading lists you need to use.
The functionality of My Bookmarks:

Using the Add to My Bookmarks tool, students can bookmark study materials across different course reading lists, Goldsmiths Library Catalogue and Online resource (e.g. Webpage, Youtube)

You can also go to the Actions drop-down menu, to Edit, Remove, or Export the item to citations or refworks.
The functionality of the **Export** drop-down menu:

- **Export citations** — you can export to Endnote, Zotero
- **Export to Refworks**
- **Export to CSV** — Excel spreadsheet
• Export PDF --- This exports the reading list as you see it on the screen with all the notes attached, and in the order the lecturer has set. As with the bibliography pdf, a QR code is provided on top right hand corner.
View Bibliography

By clicking on View Bibliography, students have access to the completed bibliography list (which is in Harvard Style by default). You can change the citation style by clicking on the Harvard button, which has a drop-down list of styles to choose from.

By clicking on the Export drop-down menu, you can export citations as a ris file, (suitable for citation software such as Zotero), or to PDF.
If you Export to PDF, the full bibliography is exported in A-Z format, and it also has a QR Code at the top, which you can use to download the reading list to your smartphone and view online.

Recent changes

If you click the Recent Changes button you will see what changes to the list the lecturer has made most recently.