



האוניברסיטה
העברית
בירושלים
THE HEBREW
UNIVERSITY
OF JERUSALEM

Adding an item from your computer to the reading list

Library authority
2023-24

One way to add an item from your computer to the reading list is by creating a blank form in the reading list

Click on “**Add Items**”
and then click on “**Blank Form**”

The screenshot displays a Moodle course interface. At the top, the course title is 'הדרכה בשימוש בספרייה - קורס מתוקשב' (Library Usage Tutorial - Pre-recorded Course). Below the title, there's a navigation bar with icons for home, edit, undo, redo, bold, italic, link, unlink, and search. A 'NEW SECTION' button is visible. A red circle with the number '1' highlights the 'ADD ITEMS +' button. Below this, a message box states 'יצירת קשר עם הספרייה - Contact the library' and 'For lecturers: Instructions for managing Moodle reading lists'. A checkbox option 'Stop showing this message permanently' is also present. The main content area shows 'Topic 1' with a dropdown arrow. Below this, a book entry for 'Much ado about nothing [videorecording]' is listed, including the cast and production details. On the right side, a sidebar contains several icons: 'Library Search', 'Blank Form' (highlighted with a red circle and the number '2'), 'Collection', and 'Upload a File'.



Fill in the required bibliographic details

Back

×

Add Item Details

Click here to drag or upload a file



Title*:
Author:

Type*:
Student note:
Due Date:
Creative Commons license: None

More item details ▾

Display Citation -

From: To:

Add to: ☒ List ☐ Clipboard

Section: Topic 1

CANCEL

ADD & CLOSE

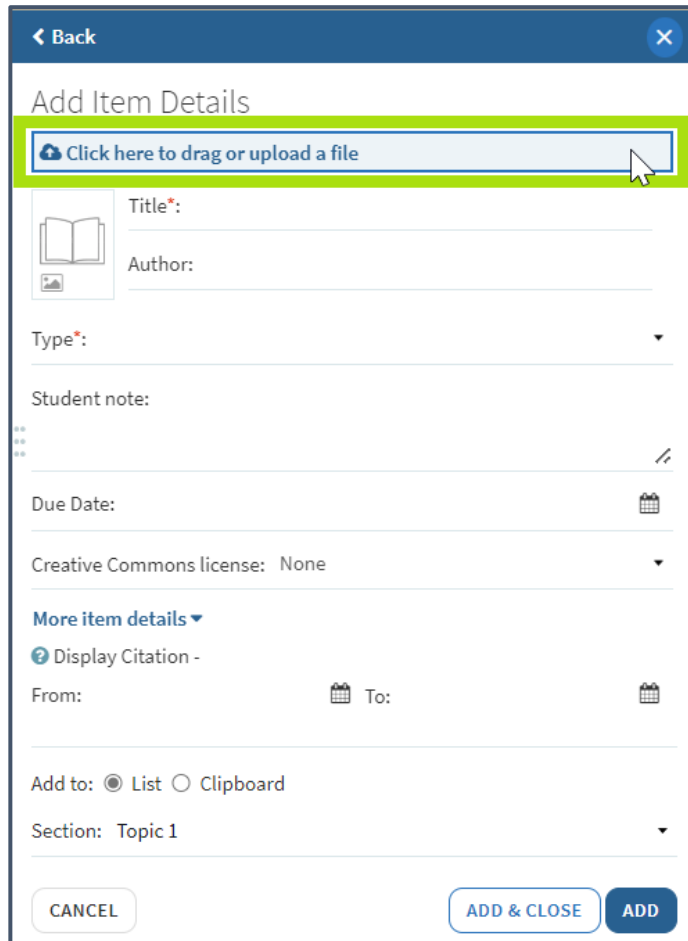
ADD

Type*:
Student
Due Da
Creative
More it
? Displ
From:
Other

Most Common

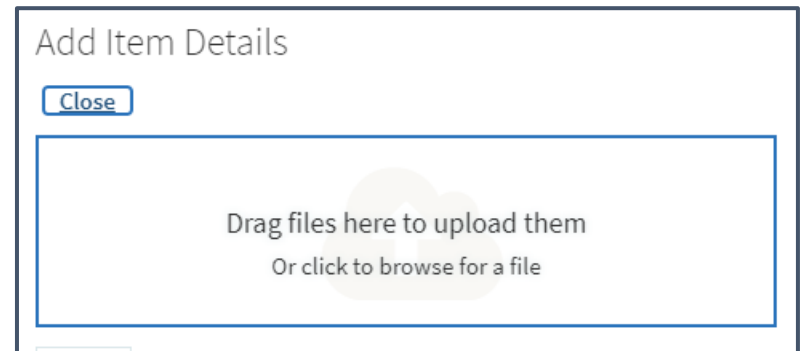
Article
Book
Book Chapter
Document
E-book
Electronic Article
Video
Website

Upload your file by clicking on
“click here to drag or upload a file”

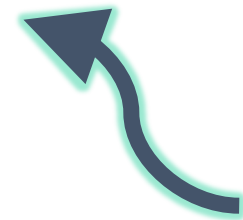


The screenshot shows a mobile application interface for adding item details. At the top, there is a blue header bar with a back arrow and the text '< Back'. Below the header, the title 'Add Item Details' is displayed. A light blue button with a cloud icon and the text 'Click here to drag or upload a file' is highlighted with a green border. Below this button, the form contains several fields: 'Title*' with a book icon, 'Author:' with a person icon, 'Type*' with a dropdown arrow, 'Student note:' with a text area and a pencil icon, 'Due Date:' with a calendar icon, 'Creative Commons license: None' with a dropdown arrow, 'More item details' with a dropdown arrow, 'Display Citation -' with a question mark icon, 'From:' and 'To:' with calendar icons, 'Add to: List' (selected) and 'Clipboard' (unselected) with radio buttons, and 'Section: Topic 1' with a dropdown arrow. At the bottom, there are three buttons: 'CANCEL', 'ADD & CLOSE', and 'ADD'.

then *drag* the file from the computer into the field or click on it to browse for a file




The screenshot shows a file upload area. At the top, there is a blue header bar with the text 'Add Item Details'. Below the header, there is a blue button with the text 'Close'. Below the button, there is a large light blue box with the text 'Drag files here to upload them' and 'Or click to browse for a file'.



Check the Copyright Clearance option
to make the item accessible to students


Add Item Details

File name: Shakespeare Studies 2005 A Situated Overview. 


☒ This file was authored by me and does not require copyright clearance


☐ No declaration

☐ For the library to check copyright

 Title*:


Author:

Type*: Document 

URL:  Add URL

Student note:

Add to: ☒ List ☐ Clipboard

Section: Topic 1 

To finish, click “Add”/”add & close”

Another way to add an item from your computer to the reading list is by clicking on “**Add Items**” and then on “**Upload a file**”

The screenshot displays a Moodle course interface. At the top, the course title is 'הדרכה בשימוש בספרייה - קורס מתוקשב' (Library Usage Tutorial - Pre-recorded Course). Below the title, there's a 'PUBLISHED' status and course details '74122-6 (2023/24, CourseTerms:YEARLY)'. A navigation bar contains icons for home, edit, refresh, undo, redo, and search. Two buttons are visible: 'NEW SECTION' and 'ADD ITEMS +'. The 'ADD ITEMS +' button is highlighted with a green box and a red circle with the number '1'. Below the navigation bar, there's a message box titled 'יצירת קשר עם הספרייה - Contact the library' with a link to 'For lecturers: Instructions for managing Moodle reading lists'. A checkbox option 'Stop showing this message permanently' is also present. The main content area shows a 'Topic 1' section with a dropdown arrow. Below the topic, there's a book entry titled 'Much ado about nothing [videorecording]' with a list of authors and a description. On the right side, there's a sidebar with a search icon and a 'Library Search' button. Below that, there's a 'Blank Form' button. Further down, there's a 'Collection' button and an 'Upload a File' button. The 'Upload a File' button is highlighted with a green box and a red circle with the number '2', with a hand cursor icon pointing at it.

הדרכה בשימוש בספרייה - קורס מתוקשב

PUBLISHED 74122-6 (2023/24, CourseTerms:YEARLY)

NEW SECTION ADD ITEMS +

יצירת קשר עם הספרייה - Contact the library
For lecturers: Instructions for managing Moodle reading lists
☐ Stop showing this message permanently

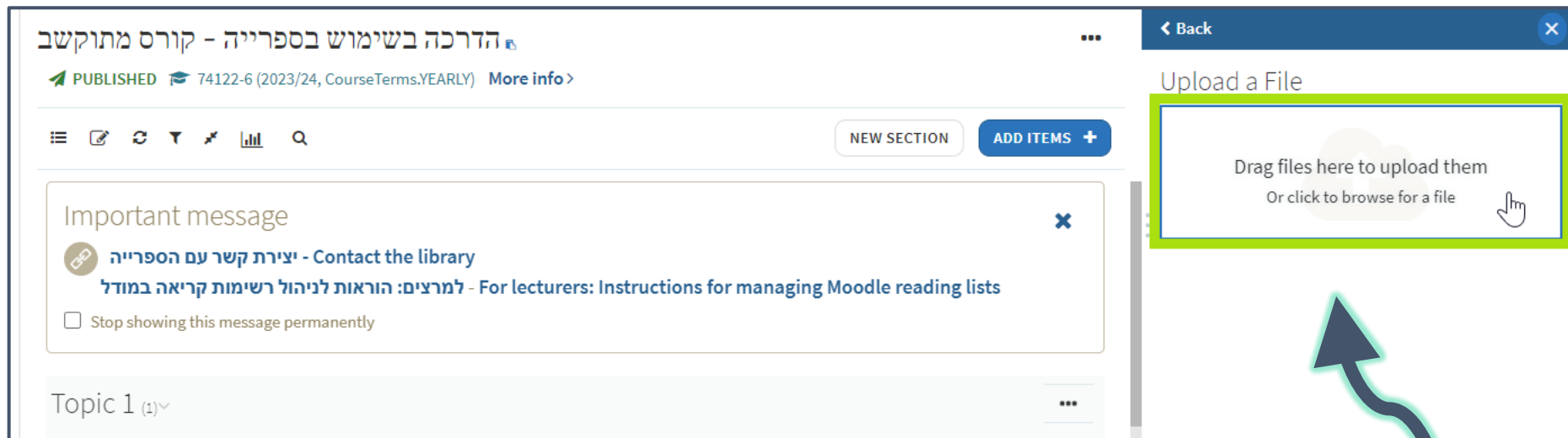
Topic 1 (1) ▾

BOOK Much ado about nothing [videorecording] ✓
Branagh, Kenneth; Evans, Stephen F.; Parfitt, David.; Doyle, Patrick.; Briers, Richard; Keaton, Michael.; Leonard, Robert Sea n.; Reeves, Keanu; Thompson, Emma; Washington, Denzel.; Beckinsale, Kate; Blessed, Brian; Shakespeare, William., Widescreen ed.; Widescreen ed., Santa Monica, CA :, MGM Home Entertainment, 2005., Total Pages 1 videodisc (111 min.) :

Library Search Blank Form

Collection Upload a File

Drag the file from the computer into the field
Or click on the field to browse for a file



The screenshot shows a Moodle course page for 'הדרכה בשימוש בספרייה - קורס מתוקשב' (Library Usage Tutorial - Coded Course). The page includes a navigation bar with 'PUBLISHED' status and course details. Below the navigation bar is a toolbar with icons for editing, adding sections, and adding items. An 'Important message' box is visible, containing a link to 'Contact the library' and instructions for managing Moodle reading lists. On the right side, a 'Upload a File' dialog box is open, featuring a green border and a light blue background. The dialog box contains the text 'Drag files here to upload them' and 'Or click to browse for a file', with a hand icon indicating a clickable area. A large blue arrow points from a PDF file icon at the bottom right towards the 'Upload a File' dialog box.

הדרכה בשימוש בספרייה - קורס מתוקשב

PUBLISHED 74122-6 (2023/24, CourseTerms.YEARLY) More info >

NEW SECTION ADD ITEMS +

Important message

יצירת קשר עם הספרייה - Contact the library

למרצים: הוראות לניהול רשימות קריאה במודל - For lecturers: Instructions for managing Moodle reading lists

☐ Stop showing this message permanently

Topic 1 (1) v

Upload a File


Drag files here to upload them

Or click to browse for a file

PDF

Fill in the required details,
Check the Copyright Clearance option
to make the item accessible to students


Upload a File

File name: Shakespeare Studies 2005 A Situated Overview. 


☒ This file was authored by me and does not require copyright clearance


☐ No declaration

☐ For the library to check copyright

 Title*:


Author:

Type*: Document 

URL:  Add URL

Student note:

Add to: ☒ List ☐ Clipboard

Section: Topic 1 

To finish, click “Add”/”add & close”