



# Migrating your course reserves services to Leganto

Jessie Ransom, Teaching and Learning Product Specialist

# “Do I need to be in this session?”

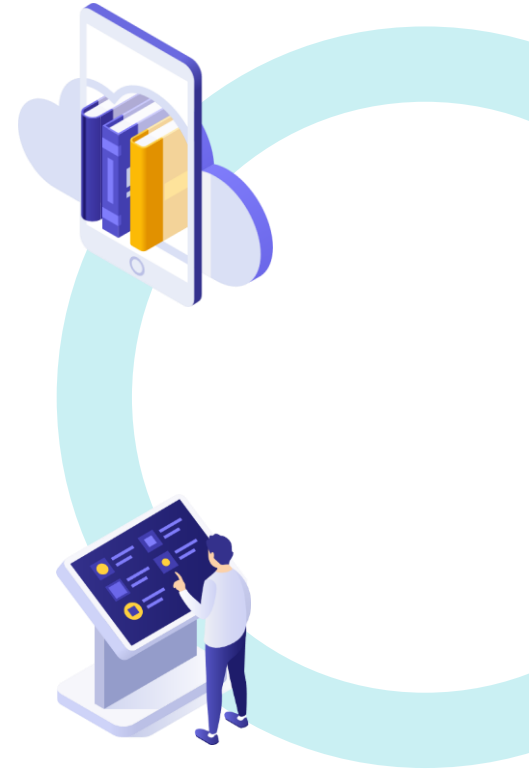
- Is your library:
  - Using Leganto, or planning to use Leganto in the near future?
  - Managing course reserves in Alma?
    - In a way that is separate from Leganto?
    - Using library staff that do not work with Leganto?
    - Via the same workflows you had before Leganto?
  - Teaching students how to find their course reserves items in Primo/Summon?



## Why should I use Leganto instead?

# Better Instructor Experience

- Instructors don't like to leave their workflows
- Instructors don't remember to tell the library
- Instructors don't like to fill out forms
- Instructors don't tell you about everything they're using





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Navigation icons: Home, Search, Help, Notifications (9+), Profile (BR)

### Introduction to Philosophy

The course is more about thinking than it is about coverage or the memorization of a bun... [Read more](#)

**PUBLISHED** PHIL 100 (2022) [More info >](#)

Tools: LIST SENT, NEW SECTION, ADD ITEMS +

#### Intro: What is Philosophy (3)

[Add Tag](#)

**BOOK CHAPTER Introduction: Show me the Arguments**

Michael Bruce, in Just the Arguments, by Michael Bruce, Edited by Michael Bruce (Editor) - San Diego State University, USA , Oxford, UK, Wiley-Blackwell, 20110916, 1 - 6

*Note: You only need to read the introduction, but the rest of the book is a very fun rea...*

Essential [X](#) [Add Tag](#)

**Complete** [View online](#) 39

**BOOK A short history of modern philosophy [electronic resource] : from Descartes to Wittgenstein**

Scruton, Roger., Scruton, Roger., 2nd ed., London ; New York :, Routledge, 1995., Total Pages 1 online resource (315 p.)

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Search Library Resources

Search in: Search everything

Enter search criteria:

Enter title, author, and keyword (...)

Include records without full-text access

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# Better student experience

- Instructors may not tell them to check the library
- Students may not know how to check the library
- Primo/Summon won't include all course materials
- Fewer broken links





Home



Syllabus



Course Materials



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Submissions



## Introduction to Philosophy <sup>e</sup>

The course is more about thinking than it is about coverage or the memorization of a bunch of fac... [Read more](#)

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Total Pages 1 online resource (315 p.)

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### Instructors <sup>(2)</sup>

Helena Richardson

Blair Reed

### Suggestions <sup>(1)</sup>

The following material is suggested for this course



VIDEO

#### An Introduction to the Moral Philosophy of Aristotle

United States,  
BBC Worldwide Americas Inc/BBC Worldwi  
de Learning

Suggested by **Student** Amy Imbal  
**Suggestion Note:** *This is the video I mentioned in class. I thought it was very easy to understand, and helped me to better understand the reading.*

# Better for the library

- Make it easier for instructors and students to work with the library
- Maximize usage of library collection
- Streamline processing workflows
- Utilize analytics to measure and demonstrate library impact





## Tasks

150 Borrowing Requests

7 Lending

13 Other

2 DARA

245 Reading

1757 Citations

75 Citations

1275 Being

21 Copyr

13 In Pro

4 Marke

362 Ready for processing

7 Unassigned - have new notes

### The unity of worlds and of nature : three essays on the spirit of the inductive philosophy, the plurality of worlds, and the philosophy of creation

Edit Set Complete ...

**Book** By Powell, Baden, (Longman Brown Green Longmans & Roberts 1856.)

**ISBN:** 0790534002 (microfiche)

**Series:** ATLA monograph preservation program ATLA fiche 1987-3400. Harvard College Library history of science project ; 00305.

**Subject:** Science--Philosophy. -- Plurality of worlds. -- Creation.

**Request Status:** Complete

**Resource Locate Status:** Resource Located

**Copyright Status:** Not Determined

**Section Name:** Part 1: Knowledge and Certainty

**Tags:** Essential

**Public Note:** Read the first essay, pages 37-49.

**Created By:** Blair Reed  
09/09/2021 20:48

**Modified By:** Jessie  
Ransom 05/13/2022 15:16

Physical (1)

Electronic

Digital

Other(1)

[Citation Details](#)

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1 Holdings | 1 of 1 items are available

Library	Location	Call Number	Accession Number	Item Availability	Related Record
ULINC Main Library	GEN General	Astr 8558.56	-	<input checked="" type="radio"/> 1 of 1 Available	-

## Usage of Library e-Resources

Course Code	Citation Material Type	Citation Title	ISSN	ISBN	Viewed Citation	Viewed Full Text	Students that Viewed Full Text
HHS 101 Summer	Article	An examination of the relationships between professional quality of life, adverse childhood experiences, resilience, and work environment in a sample of human service providers	01907409		28	20	12
		Culturally Competent Models in Human Services Organizations	10428224		27	20	13
		Health Care: The Largest Human Service System	00378046		25	22	20
		Receipt of Government Revenue among Nonprofit Human Service Organizations	10531858		28	25	18
		The tension between inner and outer dynamics in professional human service work	02650533		27	22	19
		Variations in Volunteer Use among Human Service Organizations in the USA	09578765		28	21	17
		Before You See Your First Client : 55 Things Counselors, Therapists and Human Service Workers Need to Know		9780415950640	30	24	20
	Department of Health & Human			27	25	13	

# Better for the institution

- Streamlining access to resources helps students succeed in their courses
- Leveraging library collection saves students money on their course materials
- Leverage investment in existing library collection
- Aid in copyright compliance





## Great! How do I get there?

# Steps to success

- Get the information from instructors (via Leganto or existing processes)
- Process reading lists (as you have been, or following Leganto workflows)
- Ensure the course code matches the course code in the learning management system (LMS)
- Publish the list
- Add link in LMS (library or instructor or...)
- Tell students to check in LMS





**No, but really, how do I get there?**



## First: Decide how you want to handle the instructor workflow

# Option 1: Keep existing instructor processes (temporarily!)

- Instructors fill out form on your website
- Library creates course reserves in Alma and publishes lists
- Library notifies instructors to add link in LMS to finalize process
  - Alternative: library adds link

**Tip:** Tell them that they can add additional resources or build their own lists in the future

**Tip:** Point out one or two new features (analytics, etc)

**Tip:** Decide on an end date to take the form down





## Option (or step) 2: Move instructor workflows to Leganto

- Replace existing course reserves instructions with Leganto instructions

**Tip:** Start with why Leganto is better for instructors and students.

**Tip:** Roll over existing lists to Leganto so they start with what they had last year.

**Tip:** Offer to help—it's still less work for you in the end.





## Second: Decide how you want to handle the course codes

# Option 1: Rollover old reading lists

- Identify courses that have existing reading lists
- Understand how to map to LMS code structure
  - May need to incorporate instructor details
  - May need to roll over a single list to multiple courses

**Tip:** This is the best option. Start here and see if it's possible for you



# Sample portion of rollover file

	A	AC	AD
1	Course Code	Operation	Old Course Code
2	PSYC-310_01_202207FA	ROLLOVER	PSYC 310
3	PSYC-310_02_202207FA	ROLLOVER	PSYC 310
4	PSYC-310_03_202207FA	ROLLOVER	PSYC 310
5	ENGL-110_01_202207FA	ROLLOVER	ENGL 110
6	ENGL-120_01_202207FA	ROLLOVER	ENGL 120
7	ENGL-230_01_202207FA	ROLLOVER	ENGL 230

# Modify to fit instructor workflow

- If instructors are directed to begin working in Leganto they will simply encounter the resources they used last year. They can modify the list as needed and submit to library
- If instructors fill out the form on your website, ensure the form has all the information you need to find the correct course code in Alma. Library staff will then build (or edit) the list





**Note: Options 2 and 3 are only relevant if you keep your existing form**

## Option 2: Library staff links lists to newly created courses

1. Run the course loader
2. As instructors submit their information, ensure the form has all the information you need to find the correct course code in Alma.
3. Build the new reading list and link to the correct course.

**Tip:** There are fewer steps involved if the library builds lists in Leganto. Leganto includes a prompt to link to the course

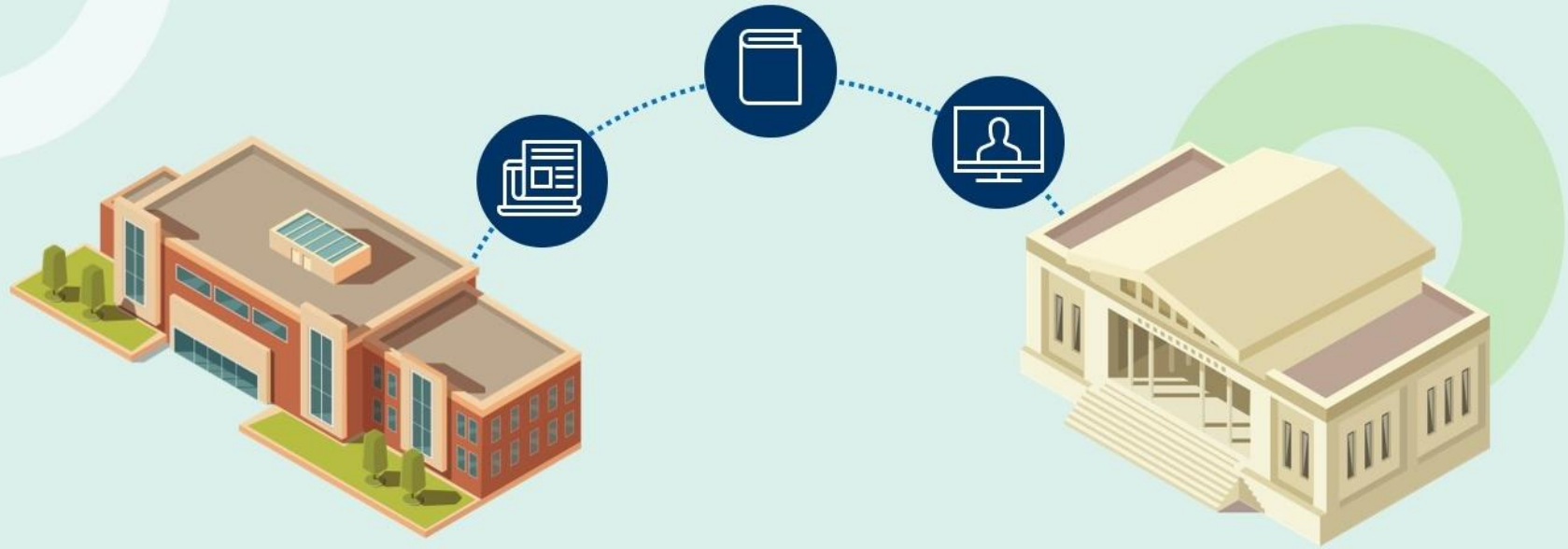


# Option 3: Ask instructors for what you need

- Understand how course codes are structured in the LMS
- Ask the instructor to give you the information you need to manually enter the course code.
  - Sample: **PSYC-310\_01\_202207FA**
  - PSYC-310 = course code 01 = section
  - Form should ask for course code and section
- Either create a new course or update the old Alma course to utilize the new course code







## Third: Library staff processes lists

# Check the section name: 2020 and earlier

## Contemporary Issues in Life Sciences 📖

DRAFT 🎓 BIOL 100 (2016, Semester 2) [More info >](#)


☰ ✍️ 🔄 🔍 📊 🔎 LIBRARY REVIEW PUBLISH NEW SECTION ADD ITEMS +

Section name n/a (10) ▼

Section description n/a

🏷️ Add Tag

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 **BOOK Why dissection? [electronic resource] : animal use in education** ⋮

Hart, Lynette A., Hart, Benjamin L.; Wood, Mary W., Westport, Conn. :, Greenwood Press, 2008., Total Pages 1 online resource (240 p.)

🏷️ Add Tag

Being Prepared [🔗 View online](#)

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 **BOOK Cell biology [electronic resource] : a short course** ⋮


Bolsover, Stephen R., Bolsover, Steven R., 2nd ed., Hoboken, N.J. :, Wiley-Liss, c2004., Total Pages 1 online resource (553 p.)

🏷️ Add Tag

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
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





29

  
Part of **Clarivate**


# Check the section name: 2021 and later



## Contemporary Psychological Perspectives



 **DRAFT**  PSYC 300 (2021, Semester 2) [More info >](#) [ADD](#) 


[LIBRARY REVIEW](#) [PUBLISH](#) [NEW SECTION](#) [ADD ITEMS +](#)


Resources (4) 

 [Add Tag](#) 



 **book** **Memory in oral traditions : the cognitive psychology of epic, ballads, and counting-out rhymes** 

Rubin, David C., New York, New York ; Oxford, [England] ;; New York, New York ; Oxford, [England] :, Oxford University Press, 1995., Total Pages 1 online resource (400 p.)


 [Add Tag](#)

**Complete**  [View online](#)

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 **book** **The Proustian fabric : associations of memory** 

McDonald, Christie,, Lincoln :, University of Nebraska Press, c1991., Total Pages xi, 247 p. ;

 [Add Tag](#)

Being Prepared

# Process reading lists as usual

- If keeping course reserves form, process reading lists using standard course reserves workflows

Note: This is a good opportunity to train course reserves staff on Leganto. It may be easier to build lists in Leganto via Alma

- If pointing instructor to Leganto, process reading lists using new Leganto workflows



# Publish the reading lists

- Individually, as part of the course reserves processing work
- In bulk, via the “Reading List Bulk Update” Task (admin > run a job)



# Add the link in the LMS

- If the library has permission, add the link to the course in the LMS
- Let the instructor know their list is done and how to enable/access via the LMS

**Tip:** Use this as an opportunity to let them know about Leganto in general

- Why it's better for students
- What else they can do with Leganto
- That they can build lists themselves in the future





## Fourth: Ensure your students know where to find materials

# Update student-facing resources

- Update course reserves materials to point students to the LMS, rather than library discovery
- Ensure all front-line staff know how to help students find course materials via LMS
  - Library staff should use “Find Lists” to show reading lists to students if needed.







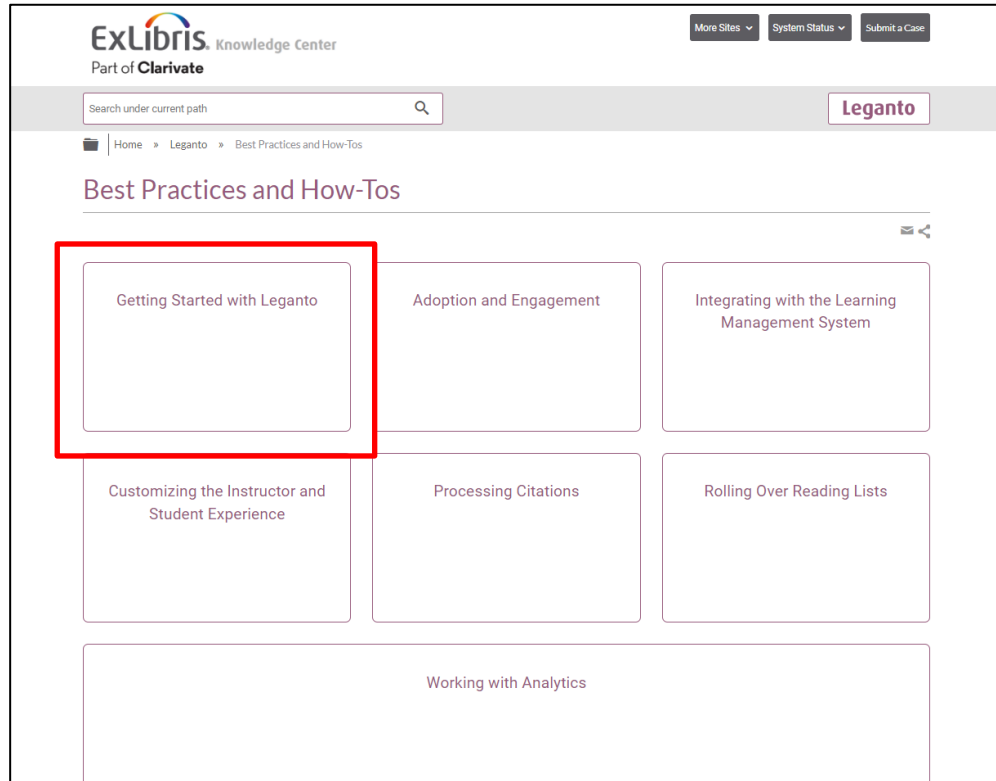
# Summary

# Reminder: Steps to success

- Get the information from instructors (via Leganto or existing processes)
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# Recording will be available on Knowledge Center



[https://knowledge.exlibrisgroup.com/Leganto/Best\\_Practices\\_and\\_How-Tos/Getting\\_Started\\_with\\_Leganto](https://knowledge.exlibrisgroup.com/Leganto/Best_Practices_and_How-Tos/Getting_Started_with_Leganto)



# Questions?

# Thank you!

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