

## Oncourse Library Resources: Course Readings (My eShelf)

This *Library Resources* tool uses *MetaSearch* [<http://www.ulib.iupui.edu/findit/metasearch>] to link to journal articles, electronic books, and images within Oncourse. It can serve as an alternative to using University Library's Course Reserves system. You will search for items in *MetaSearch*, save them to *My eShelf*, and then add them to *Course Readings (My eShelf)* in Oncourse.

### Searching in *MetaSearch*

Start at University Library's homepage [<http://ulib.iupui.edu>] and under the *Research* heading, select *Find Articles* → *MetaSearch*. The *Basic Search* screen appears as below; it contains the library's Top 100 electronic resources, listed alphabetically by name. You can also choose the *Advanced Search* tab or *Search by subject* option.

The screenshot shows the 'Basic Search' interface. At the top, there are two tabs: 'Basic Search' (selected) and 'Advanced Search'. To the right of the tabs is a link for 'Search tips'. Below the tabs, there are two options: 'Search by subject' and 'Search by database'. A search input field is present, followed by a dropdown menu currently set to 'Title' and a 'Search' button. On the left side of the interface, there is a list of 33 databases, each with a checkbox and a help icon. Annotations with arrows point to the 'Search by subject' tab, the 'Advanced Search' tab, the search input field, and the dropdown menu.

**Search by subject**

**Advanced Search**

**Choose field**

- Select All - Searches all databases shown below.
- ABI/INFORM Suite (ProQuest) - ⓘ
- Academic OneFile - ⓘ
- Academic Search Premier (EBSCO) - ⓘ
- ACM Digital Library - ⓘ
- America: History & Life (EBSCO) - ⓘ
- American Chemical Society All Content - ⓘ
- Annual Reviews - ⓘ
- Anthropology Plus - ⓘ
- AnthroSource - ⓘ
- Applied Science & Technology Full Text - ⓘ
- Art Full Text - ⓘ
- Art Index Retrospective: 1929-1984 - ⓘ
- ARTbibliographies Modern (CSA) - ⓘ
- ARTstor - ⓘ
- ATLA Religion Database with ATLASerials (EBSCO) - ⓘ
- Avery Index to Architectural Periodicals - ⓘ
- Bibliography of the History of Art (SilverPlatter) - ⓘ
- Biography Resource Center - ⓘ
- BioMedCentral - ⓘ
- Black Drama - ⓘ
- Black Thought and Culture - ⓘ
- Book Review Digest Plus - ⓘ
- Books 24x7 Referenceware for Professionals - ⓘ
- Business & Company Resource Center - ⓘ
- Business ASAP - ⓘ

Select one or more databases to search. Enter your search terms, then choose which field you wish to search. (*Title*, *Author*, *Full Text*, *Keyword*, *Subject*, *Abstract*, *ISBN*, *ISSN*, or *Any* are the options; *Title* is the default.)

## Saving results to My eShelf

In this example below (searching for “picasso” on *Title* field in Academic OneFile, Academic Search Premier, and Art Full Text), the results appear as below. Note the left hand side of the page that shows a box with the tab *Topics*→*Clustered Results* and also options to sort results by *Date*, *Journals*, and *Authors*. The box below it is *Results By Source* that allows you to view results by individual database searched. The checkbox on the right permits filtering by full text.

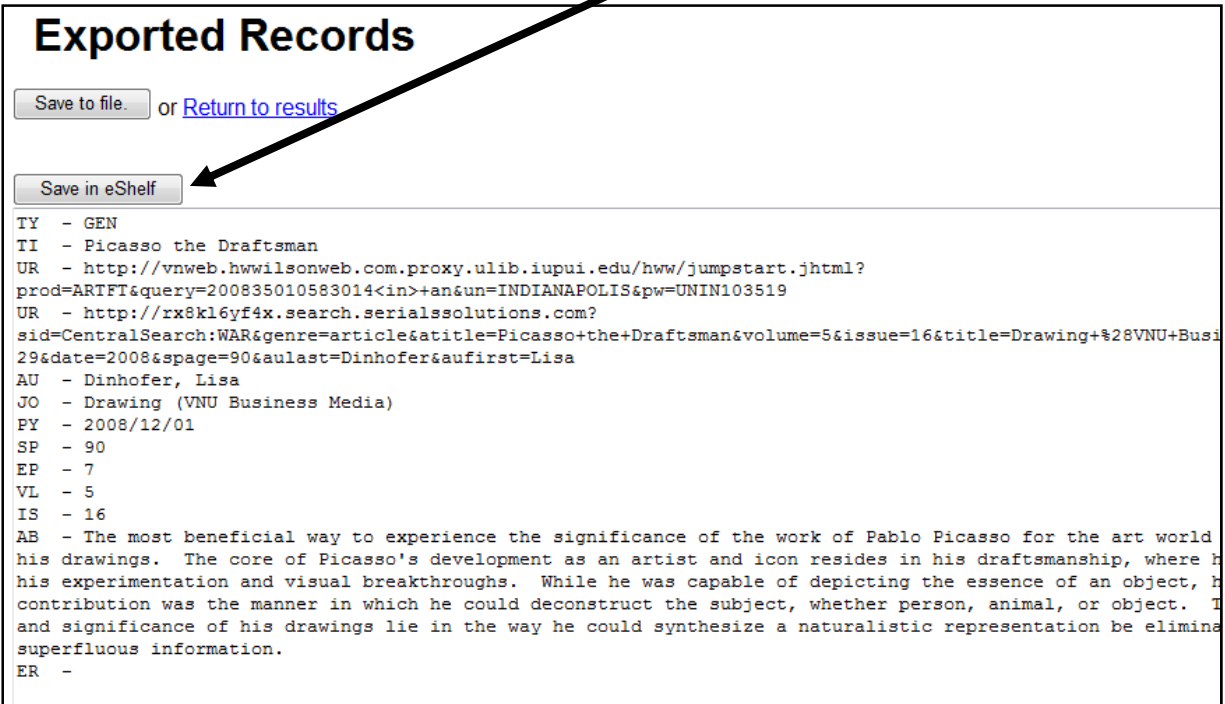
Use the Find It button **Find It** to check that the full text of the article is available.

The screenshot shows a search results interface. At the top right, there is a 'Filter By: Full Text' dropdown menu. On the left side, there are two navigation boxes: 'Clustered Results' and 'Results By Source'. The 'Clustered Results' box has a red arrow pointing to it with the label 'Clustered Results'. The 'Results By Source' box has a red arrow pointing to it with the label 'Results By Source'. The main results area shows a list of search results, each with a checkbox on the left. A red arrow points to the 'Find It' button next to the first result with the label 'Select desired citations using checkboxes, then click on Export/Save.' The first result is: '1.Picasso the Draftsman. Dinhofer, Lisa. Drawing (VNU Business Media) Winter 2008. Vol.5,Iss.16;p.90-7 Source: Art Full Text Show Abstract | Show In Clusters Find It'.

When you have clicked on *Export/Save*, you will receive the box below. Click on the Export button.

The screenshot shows a dialog box titled 'Export Selected Records'. At the top, it says 'Select all records :: 3 selected records: Email or Export/Save'. Below the title, there are two radio buttons: 'Export in citation format.' (which is selected) and 'Save as HTML.'. At the bottom right, there are two buttons: 'Cancel' and 'Export'. A red arrow points to the 'Export' button.

Your citations will appear in this format. Click on the *Save in eShelf* button.



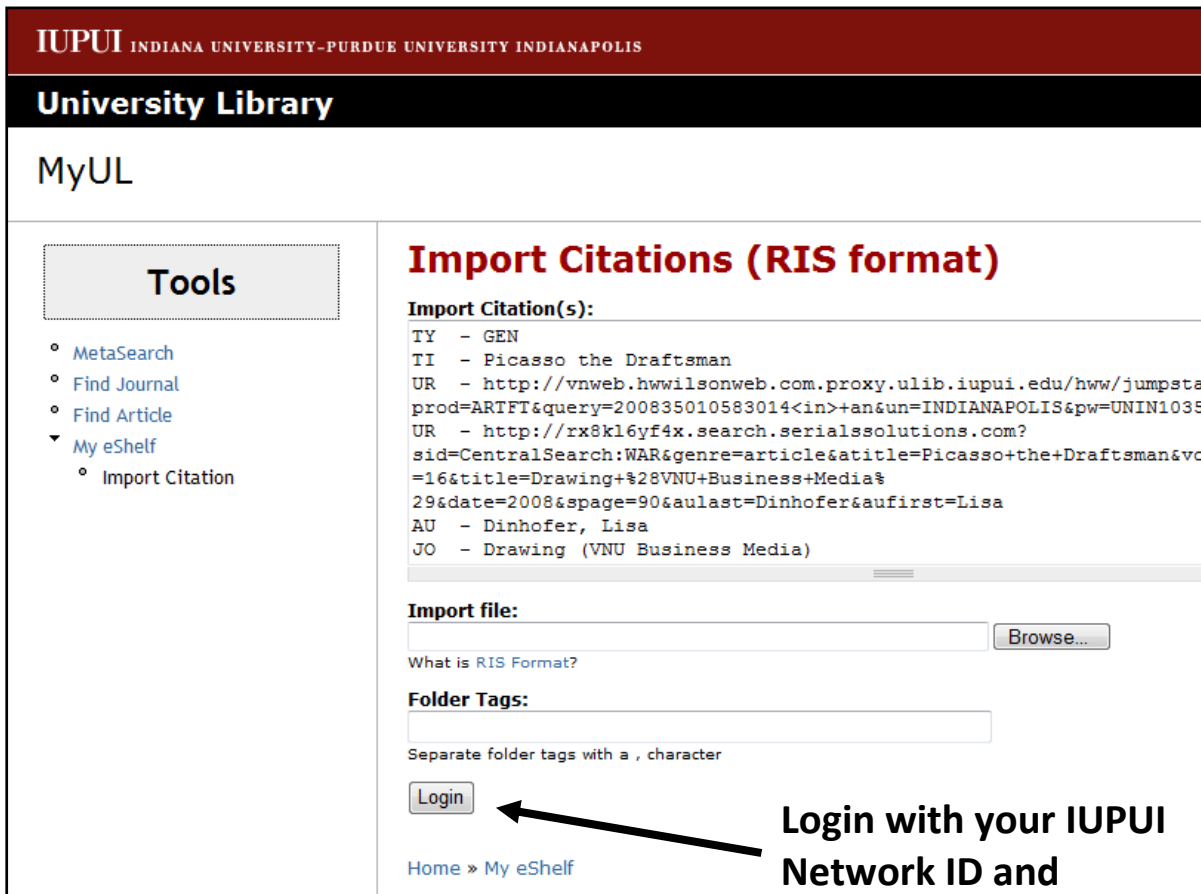
**Exported Records**

Save to file. or [Return to results](#)

Save in eShelf

TY - GEN  
TI - Picasso the Draftsman  
UR - http://vnweb.hwwilsonweb.com.proxy.ulib.iupui.edu/hww/jumpstart.jhtml?prod=ARTFT&query=200835010583014<in>+an&un=INDIANAPOLIS&pw=UNIN103519  
UR - http://rx8kl6yf4x.search.serialssolutions.com?sid=CentralSearch:WAR&genre=article&atitle=Picasso+the+Draftsman&volume=5&issue=16&title=Drawing+%28VNU+Business+Media%29&date=2008&spage=90&aulast=Dinhofer&aufirst=Lisa  
AU - Dinhofer, Lisa  
JO - Drawing (VNU Business Media)  
PY - 2008/12/01  
SP - 90  
EP - 7  
VL - 5  
IS - 16  
AB - The most beneficial way to experience the significance of the work of Pablo Picasso for the art world is through his drawings. The core of Picasso's development as an artist and icon resides in his draftsmanship, where his experimentation and visual breakthroughs. While he was capable of depicting the essence of an object, his contribution was the manner in which he could deconstruct the subject, whether person, animal, or object. The and significance of his drawings lie in the way he could synthesize a naturalistic representation by eliminating superfluous information.  
ER -

A new window will open to **MyUL**, where your personal *My eShelf* will reside:



IUPUI INDIANA UNIVERSITY-PURDUE UNIVERSITY INDIANAPOLIS

**University Library**

MyUL

**Tools**

- MetaSearch
- Find Journal
- Find Article
- ▾ My eShelf
  - Import Citation

**Import Citations (RIS format)**

**Import Citation(s):**

TY - GEN  
TI - Picasso the Draftsman  
UR - http://vnweb.hwwilsonweb.com.proxy.ulib.iupui.edu/hww/jumpsta  
prod=ARTFT&query=200835010583014<in>+an&un=INDIANAPOLIS&pw=UNIN1035  
UR - http://rx8kl6yf4x.search.serialssolutions.com?  
sid=CentralSearch:WAR&genre=article&atitle=Picasso+the+Draftsman&vo  
=16&title=Drawing+%28VNU+Business+Media%  
29&date=2008&spage=90&aulast=Dinhofer&aufirst=Lisa  
AU - Dinhofer, Lisa  
JO - Drawing (VNU Business Media)

**Import file:**

What is RIS Format?

**Folder Tags:**

Separate folder tags with a , character

Home » My eShelf

**Login with your IUPUI Network ID and passphrase.**

The citations will need to be placed in a folder. Give the folder a descriptive name or “tag” and click the *Import* button.

MyUL

**Tools**

- MetaSearch
- Find Journal
- Find Article
- My eShelf
  - Import Citation
  - Add Citation

**Import Citations (RIS format)**

Welcome. You are logged in as [ ] When finished, please click on the logout button in the upper right corner.

**Import Citation(s):**

```
TY - GEN
TI - Picasso the Draftsman
UR - http://vnweb.hwilsonweb.com.proxy.ulib.iupui.edu/hww/jumpstart.jhtml?prod=ARTFI&query=200835010583014<in>+an&un=INDIANAPOLIS&pw=UNIN103519
UR - http://rx8kl6yf4x.search.serialsolutions.com?sid=CentralSearch:WAR&genre=article&atitle=Picasso+the+Draftsman&volume=5&issue=16&title=Drawing+28VNU+Business+Media&29&date=2008&page=90&aualast=Dinhofer&aufirst=Lisa
AU - Dinhofer, Lisa
JO - Drawing (VNU Business Media)
PY - 2008/12/01
```

**Import file:** [ ]

What is RIS Format?

**Folder Tags:** [ Picasso ]

Separate folder tags with a , character

My eShelf

“Tag” your folder

The box at the top of your MyUL page will indicate that you have successfully imported your entries. To view your citations, click on the *My eShelf* link under the Tools (left-hand navigation).

### Final step: access to Course Readings in Oncourse Library Resources

Login to the Oncourse class site for which you plan to provide links to readings and select *Library Resources* from the left navigation menu. Using the *Show Layout Editor* tab at the top of the *Library Resources* page, go to *Course Readings (My eShelf)* and click on the *Box* radio button. Scroll down and click the *Update* button to reload the page.

**Library Resources**

Library Home | Common Reader | Chat | IUCAT | Hide Layout Editor | Move Boxes

**Layout Editor**

**Position on Screen**

Items given a value close to 0 appear nearer to the top, with increasing numbers moving boxes down.

Assignment Calculator	<input type="radio"/> Box	<input type="radio"/> Toolbar	<input checked="" type="radio"/> None	7	Middle Right
Chat	<input type="radio"/> Box	<input checked="" type="radio"/> Toolbar	<input type="radio"/> None	2	Middle Left
Citation Linker	<input type="radio"/> Box	<input type="radio"/> Toolbar	<input checked="" type="radio"/> None	6	Middle Left
Course Reserves	<input type="radio"/> Box	<input type="radio"/> Toolbar	<input checked="" type="radio"/> None	1	Top Full Width
IUCAT	<input type="radio"/> Box	<input checked="" type="radio"/> Toolbar	<input type="radio"/> None	3	Middle Left
Class Links	<input checked="" type="radio"/> Box	<input type="radio"/> None		0	Middle Right
Class Notes	<input checked="" type="radio"/> Box	<input type="radio"/> None		0	Top Full Width
Course Readings (My eShelf)	<input checked="" type="radio"/> Box	<input type="radio"/> None		0	Top Full Width

When the page has reloaded, click on the Edit tab in the lower left hand corner of the *Course Readings (My eShelf)* box and a list of your folder tags will appear. Select the folder(s) you wish to display to your students and click the *Update* button. Your citations will then appear in the box.