



Preparing to teach online

Learning resource provision



Digitisation of print items

Under the University's Copyright Licensing Agency licence, library staff can provide digital copies of some print resources so that you can then add to Moodle for your students e.g. a chapter of a book, a journal article etc. If you are preparing to teach online and would like to use this service, please complete the digitisation request form for each item. The form and further information about the service can be found here: <https://uwtsd.ac.uk/library/help-and-support/support-for-staff/digitisation-services/>.

We kindly ask staff to prioritise their requests so we can meet demand. Despite the campuses closing, we expect that we can still fulfil most requests using the CLA's Digital Content Store, so access to print items does not necessarily affect our ability to fulfil digitisation requests.

Under some circumstances, it is permissible for academic staff to scan resources from their own homes for adding to Moodle, however for this to be compliant it must be done in conjunction with the LLR so please contact digitisation@uwtsd.ac.uk to discuss.

Unlimited access to e-book holdings

A number of publishers have recognised the increased demand for e-resources due to COVID-19 and have suspended access restrictions to their e-resource collections for a set period of time. Where possible these collections will be added to the library catalogue, a regularly updated list of accessible collections is available on the website: <https://www.uwtsd.ac.uk/library/online-library/additional-resources/>

Some of the highlights include:

- [Box of Broadcasts \(BoB\)](#): On Demand TV and Radio for Education. Archive of over 2 million TV and Radio broadcasts. Access available until 31st July 2020.
- [Academic Video Online](#) [ProQuest platform]: Comprehensive video subscription covering a range of subjects. Trial access until 24th June 2020.

However, there are many others and we urge you to explore!

When linking to e-books and e-journal articles for teaching purposes e.g. on Moodle pages, staff are reminded to ensure they use the relevant permalink or DOI and not to copy and paste from the browser bar. This is because the URL contains login information specific to the user (you), so someone else using the same link will not be able to access the resource and will get an error message. Using a Permalink or DOI ensures that they are taken first to the login screen and then to the resource, ensuring smooth access.



Purchasing of e-books

We will still be accepting and processing orders for e-books (but not print books). If you require any additional e-books, please order in the usual way: <https://uwtsd.ac.uk/library/help-and-support/support-for-staff/ordering-library-resources/>

Please try to prioritise orders to assist us in meeting demand in an organised way. E-book ordering should continue as normal for the foreseeable future.

Online InfoSkills

Academic Liaison Librarians will continue to provide InfoSkills support regardless as to whether the campuses are open or not. This will be done remotely via Teams or Skype so please contact your Academic Liaison Librarian as usual or infoskills@uwtsd.ac.uk.

Online versions of the InfoSkills content are also available on the website and can be used for online delivery: <https://uwtsd.ac.uk/library/infoskills/>

