Adding Your Course Readings to Moodle: A Step-by-Step Guide

Course instructors can now add Course Reading Lists easily to their Moodle courses. Before attempting to add your reading list to Moodle, make sure that it has been submitted to the library. If you have not yet submitted your reading list, you can fill out the form here: https://tru.libwizard.com/f/readinglists

If you have questions about this service or need additional help, please contact the library: https://www.tru.ca/library/forms/email-a-question-form.html

If you would like to view a short video containing these instructions, you can access that here: https://youtu.be/MFpJqEVKpGk

Make sure that you have turned editing on in your course.

To add the content, I first go to the block in which I would like to add it and select “Add an activity or resource.”

A box will appear to ask me which type of activity I would like to add. You need to choose “External tool” and then select the Add button.
A box will appear to get the information on the external tool. First you need to give the Activity a name. This can be anything you want and it will depend on what kind of resource you are adding. In this example, I am adding Course Readings, so I have called the activity “Course Readings.” From the Preconfigured Tool menu, I select LibGuides, because this tool has already been preconfigured to work with TRU Moodle.

Then scroll down to choose “Save and Display” at the bottom of the screen.

You will then specify what content you want to add. Under the first dropdown box, select the only option: Research Guides – libguides.tru.ca
Once you’ve selected Research Guides, more options will open. A lot of different library content can be embedded in Moodle; if you’d like more information, please contact library@tru.ca or your Subject Librarian. You will need to choose the Content Type (in this case, Course Page).

Now, choose your Course from the third dropdown menu. If you don’t see your course in the list, please contact the library at library@tru.ca.

After you have made your selections, choose “Embed Content.”

The content you have added will now be visible in the Moodle course in the block you have selected.

- Relevant Databases
- Course Readings
If you click on the content you have added, you will see this intermediary screen where you can either view or edit content. This screen will NOT be visible to students. They will go directly to view the content.

**Related Databases**

This is an example of what the students will see: a list of your selected Course Readings, along with the relevant links to take them to the material.

**Course Readings**

**ENG 100 - English Test Class /**

Testing English class to evaluate ereserve

- **Treasure Island Text File**
  a text file of the test of Treasure Island
- **Treasure Island Research Starter**
  An encyclopedia article introduction to the book and author
- **Treasure Island DVD**

Thanks for following along with this step-by-step guide. If you have any questions or comments about this service, please contact the library!