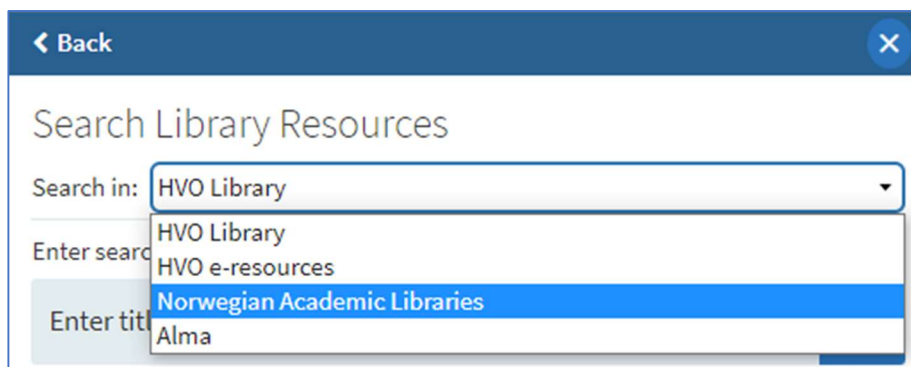


## Leganto: Editing Reading Lists 2

### Search: No Results?

- **New edition of a book:** It is possible HVO library doesn't have the newest edition. Use the dropdown menu to change the area you search in to Norwegian Academic Libraries:



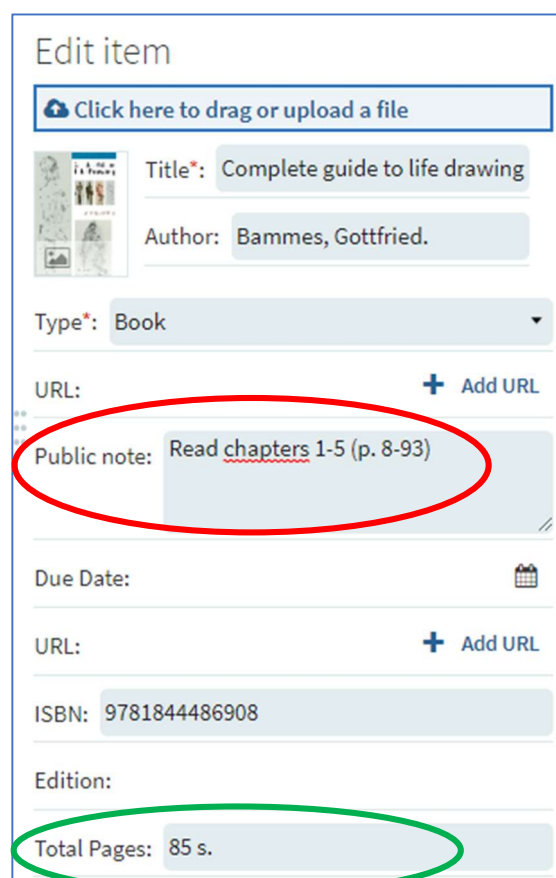
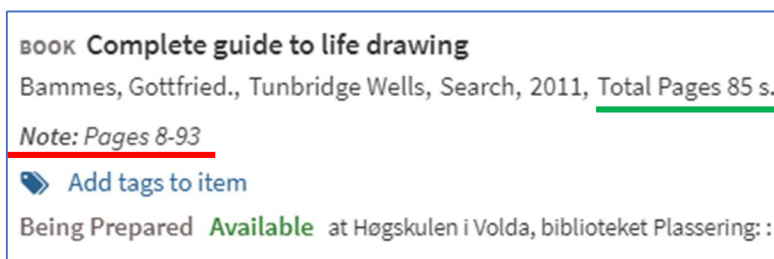
- **Very new (or old) book:** No results from Norwegian Academic Libraries either? Contact the library for help.
- **Reports and public sector publications:** Some of these, especially newer publications, are available online. In this case you may not be able to find them using search in Leganto/Oria, so the best solution may be to enter them “manually.”

### Adding Comments and Page Numbers

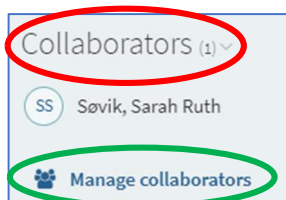
You can use the Public Note field to enter extra details about a citation, such as which chapters/pages to read. Click on the righthand [...] menu and select Edit item.

Write your comments in the Public Note field in the editing menu that comes up on the right, e.g. if students are only required to read a few chapters/pages from the book. In this case you can also change Total Pages to match your selection.

Your changes will appear in the citation as below:

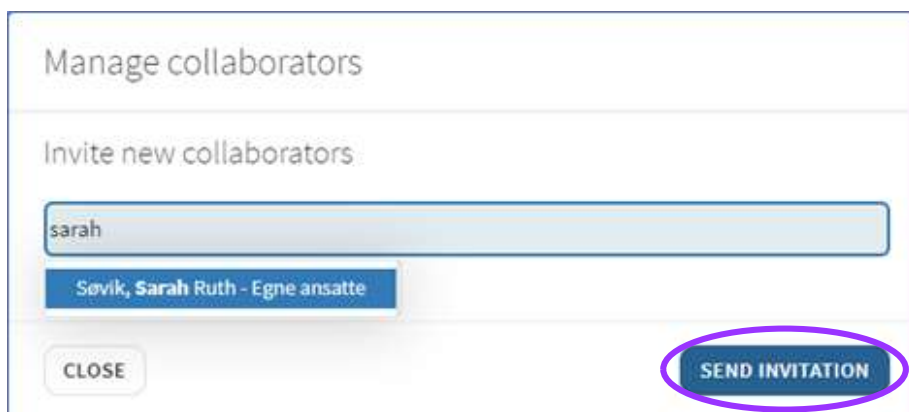


## Adding Collaborators



Click on Collaborators at the top right of the page, then select Manage collaborators from the dropdown menu to add collaborators to work on your reading list.

Under Invite new collaborators, type in the name of the colleague to add, then click Send Invitation. Your colleague will be able to access the reading list in Leganto immediately (they will not actually receive an e-mail or calendar invite).



## Editing Sections

Click on the [...] menu at the top right of your section heading and click Edit section. You can add more details about your reading list in the Description field.

To easily rearrange your sections, click on Toggle section view to close all sections:



Then click on the section you want to move and drag it to a new position using the blue tab on the right end of your section. Click Toggle section view when done to reopen sections.

