1. Go to Library Catalogue [http://www.uwl.ac.uk/library](http://www.uwl.ac.uk/library) and search for the book you want to add to your reading list.

2. When you find the book, click on the book title or ‘Check Availability’ button to see full details of the item. Then click on ‘Add to My Bookmarks’ on your browser’s toolbar.

3. A new screen will appear. Check that the information is correct and click ‘Create’. This will add the book to your list of bookmarks. Click ‘Create and add to list’ if you already have a list set up.
4. When you want to bookmark an **e-book**, follow the same steps as above, then make sure that the Web address is displayed and ‘**Online Resource**’ box is ticked.

5. If we hold **both an e-book and a print copy**:
   a) Open the Library record for the e-book in a new tab and copy the URL
b) Bookmark the print copy (steps 1-3). When the split screen appears (step 3), go to the ‘Add field’ menu, select ‘Web address’ from the drop down menu, and then click ‘Add’

c) Paste the copied e-book’s URL into the new field and then tick the ‘Online Resource’ box

d) When finished click ‘Create’. This will add the book to your list of bookmarks. Click ‘Create and add to list’ if you already have a list set up.

6. To see your bookmarks go to http://uwrl.talis.com and click ‘My Bookmarks’.