



LaSU: Reading Lists User Guide for Students

LaSU is the University of Salford's online reading list system. Reading lists for individual modules can be accessed either:

- via Blackboard – this will show lists relevant to the modules you are studying;
- by searching the online reading list system – if you want to view all lists for all modules.

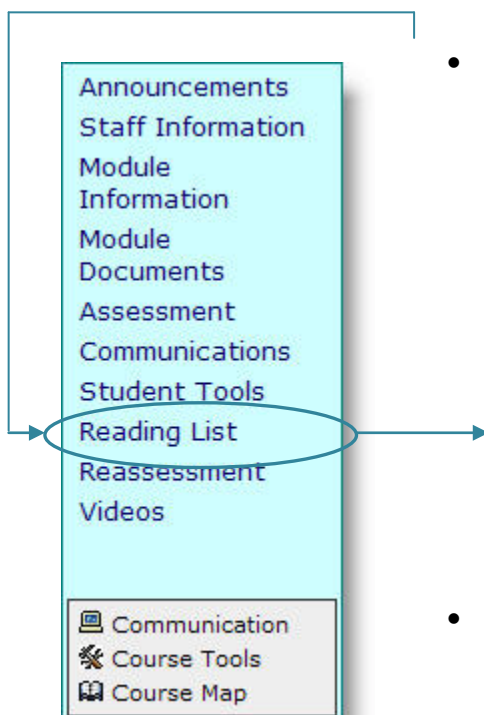
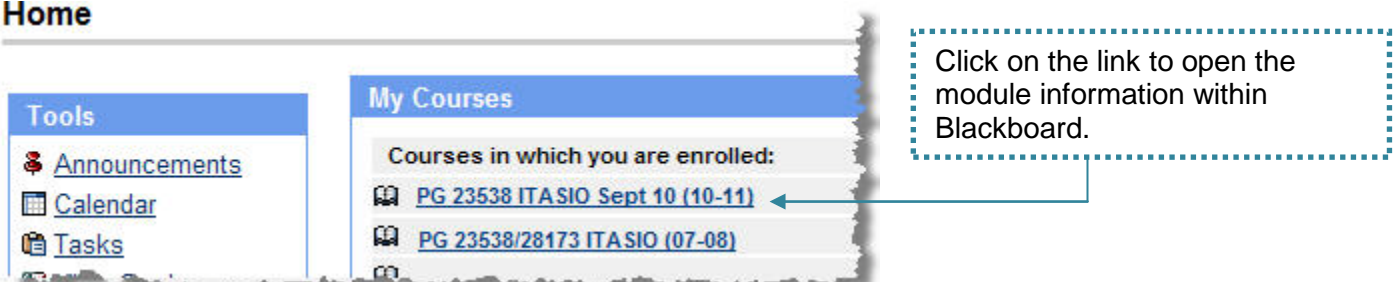
From each module reading list, you can link directly to the Library Catalogue and to e-Library which provides access to electronic resources.

Section 1: Accessing Module Reading List via Blackboard

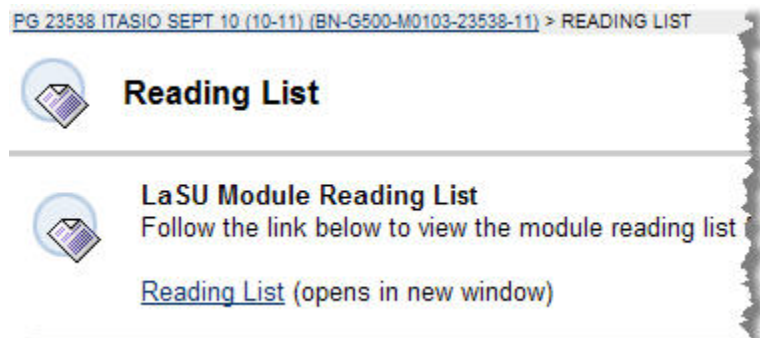
To view reading lists for the modules which you are enrolled on:

- Access the **Blackboard** log in page either via the **Student Channel** or at <http://vle.salford.ac.uk>.
- Log into Blackboard using your **network username** and **password**.
- Select the module you wish to view from the **My Courses** panel.

Home



- Click on the **reading list** link in the side menu to open the reading list display page.



- Click on the **Reading List** link to open the list in full.

Section 2: Searching the LaSU system

If you wish to view reading lists for modules you are not currently enrolled on, you will need to search the online LaSU system.

- Access **LaSU** either via the reading list link on the **Student Channel** or at <http://lasu.salford.ac.uk> .

From the LaSU homepage, you can choose to either **Browse** or **Search** for the required reading list.



Browse LaSU to see what is available:

- Click on **Browse Reading Lists**.
- Select the required department.
- Select the level of study (undergraduate or postgraduate).
- Scroll through the alphabetic list to locate the required reading list.
- Click on the list to open it.

To view past reading lists:

Note: Browse Reading Lists defaults to show lists for the current academic year.

- Click on the **Browse Reading Lists** button.
- Select the required department.
- Click on [choose another year](#) option, located at the bottom of the screen.
- Select the required year
- Continue as above.

Search LaSU for a specific list:

- Click on **Search Reading Lists**.
- Type the keywords into the **Search Text** box.
- Specify what you wish to **Search by** (i.e. module or lecturer name).

Search text	<input type="text" value="Smith"/>
Search by	Lecturer Name <input type="button" value="v"/>
Include Previous Years	<input checked="" type="checkbox"/>
Semester	Full Year (February start) <input type="button" value="v"/>
<input type="button" value="Search lists"/>	

- Specify all years/particular semester as required.
- Click on **Search lists**.
- Select the required reading list from the results.

Navigating around LaSU

There are two sets of navigation tools within LaSU. Icons at the top of each page redirect to the home page, search function and individual help pages.



There are also further redirection links at the bottom of each page.

Or go back to the [LaSU home page](#), do a [search of the reading list system](#), [choose another year](#), or go to the [Go To Library Catalogue](#). [Click here for help](#).

Section 3: Viewing the reading list

All module reading lists have a similar structure; most lists are broken into several sections. The section headings may vary depending on what best suits the needs of your course. General examples include:

- **Students expected to purchase** –items that will be regularly used throughout your studies, which you are expected to buy.
- **Core texts** – essential reading, which is required to successfully complete your studies.
- **Further reading** –suggested texts, which may expand your knowledge and understanding of the subject.

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Go back to the [LaSU home page](#), do a [search of the reading list system](#), [see other reading lists](#) for this School, or go to the [Go To Library Catalogue](#). To turn off book jackets, click [here](#). [Click here for help](#).

Items not available in stock may be found in other regional libraries. Click [here](#) to search other library catalogues.

Gaynor Bagnall

Students expected to purchase

Item 1:
 Authors Longhurst, Brian, 1956-
 Title Introducing cultural studies.
 Publisher Harlow : Pearson Longman,
 ISBN 1405858435
 Year 2008.
[Go To Library Catalogue](#) [Alternative Editions](#)

Item 2:
 Authors Blackshaw, Tony, 1960-Crawford, Garry.
 Title The SAGE dictionary of leisure studies /
 Publisher London : SAGE,
 ISBN 1
 Year 2009.
[Go To Library Catalogue](#) [Alternative Editions](#)

Core Texts

Example of a LaSU reading list

- Click on [Go To Library Catalogue](#) to view the library holdings of a particular item.

This will open a new window containing the Library Catalogue item record. This shows the holdings, location and current availability of the item.

Location	Class Number	Loan Type	Due Back	Copies	Loans	
CLIFFORD WHITWORTH	421.121/BAR	NORMAL	Not on loan	1	0	Show details
CLIFFORD WHITWORTH	421.121/BAR	ONE WEEK	20/01/2011 23:56	1	1	Show details

Annotations for the table:

- Location on shelves (points to Location)
- Return date, if on loan. (points to Due Back)
- No of copies on loan (points to Loans)
- Site item located at (points to Location)
- How long item can be borrowed for (points to Loan Type)
- No of copies in stock (points to Copies)

eBooks (Electronic books)

If an electronic version of a particular book is available, this will be indicated on the item record within the library catalogue.

- To access an eBook, click on the **Read e-Book** link.



Journals and journal articles

If the **Find it** link is displayed next to a reading list entry for a journal or journal article, the item is available in electronic format.

Links to the **Library Catalogue** will show the paper holdings for that particular title.

The screenshot shows a library catalogue record for "Tourism management". The record includes fields for Title, Publisher, Notes, Chapter/Article, Author, Volume, Part/Issue, and Pages. Two callout boxes with dashed blue borders provide additional information: one points to the "Go To Library Catalogue" link, stating "Link to Library Catalogue for paper-based resources.", and the other points to the "FIND IT" icon, stating "Find It link to electronic journal.".

Book chapters and journal articles		
Title Tourism management.		ISBN 0261-5177
Publisher Elsevier Science.		Year 2000
Notes Useful to support lecture in week 2		
Chapter/Article P.Murphy et al		
Author		
Chapter/Article The destination product and its impact on traveller perceptions		
Title		
Volume 21	Part/Issue	Pages 43-52

To access electronic journals:

- Click on the **Find It** icon.

This will open a new window, listing where the journal is available, the years available and if Off-Campus Authentication is required.

- Click on **Get the full text from** to link directly to the electronic journal.

The screenshot shows a Firefox browser window titled "SFX by Ex Libris Inc. - Mozilla Firefox". The address bar shows the URL "http://ejournals.salford.ac.uk/sfx/d3?url_ver=Z39.88-2004&url_ctx_fmt=in". The page content includes the source "Tourism management [0261-5177]" and a section titled "Electronic Full Text Version" with two options: "Get the full text from Elsevier SD Backfile Business" (available from 1982 until 1994) and "Get the full text from Elsevier SD Freedom Collection" (available from 1995 volume: 16 issue:1). Both options require Athens password authentication for off-campus access.

Please note:

LaSU does not link directly to specific electronic articles. To locate a particular article title, it is necessary to navigate to the required year/volume.

Digitised items

Certain items, such as individual book chapters or journal articles, may be digitised and attached to your module area on Blackboard.

If a digitised item is available, this will be clearly indicated in the notes field within the LaSU reading list.

Monsters		
Authors	Armitt, Lucie, 1962-	ISBN 9780826416858
Title	Fantasy fiction : an introduction /	Year 2005.
Publisher	New York ; London : Continuum,	
Notes	This is a digitized item which can be accessed directly via this module on Blackboard	
Chapter/Article	Lucie Armitt	
Author		
Chapter/Article	'Mary Shelly, Frankenstein: Discourses on Monstrosity'	
Title		
Volume	Part/Issue	Pages 71-77

To view digitised items:

- Access the **Blackboard** log in page either via the **Student Channel** or at <http://vle.salford.ac.uk>.
- Log into Blackboard using your **network username** and **password**.
- Select the module you wish to view from the **My Courses** panel.
- From the side menu, select **Digitised Items** to open the Digitised Items screen. Click on the **Digitised Items** link to view the full list of items.

The screenshot shows the Blackboard interface for the course 'MONSTROUS BODIES (10-11) LVL 5 (S2) CRN 29618 (EP-Q300-20049-11)'. On the left is a navigation menu with 'Digitised Items' circled in red. The main content area shows a 'Digitised Items' section with a folder icon and a list of items. A red arrow points from the menu to the 'Digitised Items' section. Another red arrow points from the 'Digitised Items' section to a detailed view of a digitized item. A third red arrow points from the detailed view back to the 'Digitised Items' section.

Digitised Items

The following files are electronic items from your reading list. You can access these items directly via this module on Blackboard. These items should give you a selection of material to read and you can access them via the following links:

- Armitt, L 2005. Mary Shelley, Frankenstein: discourses on monstrosity in Fantasy Fiction : an Introduction pp.71-77
[Armitt](#) (391.165 Kb)
- Gilbert, Sandra M. 2000 Horror's Twin... in The Madwoman in the Attic pp.213-247
[Gilbert](#) (1.752 Mb)

To view the document, click on the author hyperlink. This will open a pdf of the item.

Printing

To print from LaSU:

- Open the required reading list.
- Select **File** and **Print**.
- Check the correct printer is selected and click on **Print**.

Important - Referencing

Please do not copy and paste bibliographic details from a reading list directly into your bibliography or reference list. Bibliographic details within LaSU do not conform to standard citation formats. Please refer to your school's guidelines on referencing.

A guide to referencing is available at:

www.library.salford.ac.uk/help/userguides/general/bibcit.pdf

Please note: The information contained in this guide was correct at the time of publication. A more recent version may be available on The Library's website: www.library.salford.ac.uk/help/userguides/