

LRC USER GUIDE TUTORIAL

Teach yourself how to use the LRC more effectively during your studies at UoRM using our self-paced Blackboard course, [LRC User Guide](#). It is **accessible to all users with a Reading University username and password**. There are three tutorials in the course and there are quizzes in each one so that you can test yourself on what you have learnt.

SECTION ONE: 'INTRODUCTION TO THE LRC'

New to the LRC? Then this one is for you! It covers:

- general information about the LRC
- how to use Enterprise, the LRC catalogue
- discover facilities and services available

SECTION TWO: 'NEXT STEPS'

Know the basics of finding books in the LRC? Then this tutorial can take you to the next level and help you develop the information searching skills you'll need for later in your course. It covers:

- how to search for journals
- how to find material on a subject using Enterprise and Summon
- finding information on the Internet
- evaluating the information you find
- the principles of copyright and referencing

SECTION THREE: 'SEARCHING DATABASES FOR YOUR PROJECT/DISSERTATION'

Are you about to start your project or dissertation? Then this tutorial will help you further develop your searching skills to search databases for information, particularly journal articles on a topic. It covers:

- selecting and accessing databases
- creating search strategies
- searching databases effectively

ACCESSING THE TUTORIAL

1. Go to Blackboard Learn.
2. Log on by following the instructions on the Blackboard login page.
3. Click on the **Enrolments** link at the top of the screen.
4. Scroll down the screen to the **Organisation Search** box; type in **LRC User Guide** and click on **Go**.
5. Click on the 'arrow' (mouse over Options menu) next to 'UORM_LRC'.
6. Click on the **Enrol** button.
7. Click on the **Submit** button on the **Self Enrolment** screen and **OK** at the bottom of the next screen.

You will now be taken to the course pages. Next time you log on to Blackboard the course will be listed in your **Organisations** in the Enrolments tab.