



Including e-books from ebrary™ Blackboard Vista 8.0.1 Instructions (instructors)

Links to ebrary content may be used to add assigned readings to your Blackboard Vista course homepage. This feature is available either on- or off-campus

To integrate ebrary content into Blackboard:

1. Go to the Emmanuel ebrary link at: <http://site.ebrary.com/lib/emmanuel>
2. The first time you use ebrary, follow the instructions on the homepage to download the ebrary reader.
3. If you wish to create a personal Bookshelf and enter notes or highlight texts as you read, you will need to click the “Sign In” tab and enter your 13-digit Library barcode.
4. Search for a specific title in ebrary or in the Emmanuel Online Catalog. In the catalog, e-books will be designated as [electronic resource] and accessed by clicking “Get full-text (Emmanuel users only)”. You may also select a specific title from your ebrary Bookshelf.
5. Once you find the book, go to the top of your browser and copy the entire browser URL to your favorite text editor (Word, Notepad, WordPerfect, etc). All ebrary URLs are standalone. You can copy and paste the link into a new browser and achieve the same result.
6. Go to your Blackboard link and log in.
7. Click “Web Links” in the “Course Tools” menu.
8. Click “Create Web Link”.
9. Title the link and give it a description, if you wish. Select “Show” or “Hide” item.
10. You can select either the Course Link or External Link option
11. Copy the URL you saved in step 3 and paste it into the URL space on the Blackboard form. Be sure that you have the http:// at the beginning of the URL, but check to be sure you have only one http:// since Vista enters it as the default and it's easy to duplicate.
12. Toggle “open in a new browser window”. Students will thus be able to keep Blackboard open while reading the book in ebrary. Be sure to click “Save” at bottom of this page.
13. Go to the “Course Tools” menu and select “Course Content”.
14. On the homepage, select “Add Content Link” and then “Web Link”.
15. Select the desired link in the list and click “Add Selected”. You may also click “Create Web Link” at this point to add another book to your Blackboard homepage.