

E-Reserves

online course materials reserved for your students

Want to assign an article from a database?

Want handouts available for download?

Want to make your PowerPoint slides available after class??

Use E-Reserves (Electronic Course Reserves)! Your students will thank you.

A 45-60 minute training is required.

Check the library web page for scheduled workshops at the beginning of each semester, or contact: Rita Bullard (734) 487-0020 x2141 or rbullard@emich.edu

Using E-Reserves, EMU faculty and staff may:

- Create a course page for each class
- Upload electronic documents right to the course
- Fax hard copy to the course (the documents are transformed into PDF)
- Add or remove material to the course from any computer, any time
- Include links to websites, add free text documents, and make reference to materials in the EMU Library (non-electronic) reserve collection
- Set up an email database to email students directly through the system

Just so you know:

- A fax machine is available for electronic course reserve faxing in the Library's Welcome Center
- Materials may be in Word, PowerPoint, Excel, Word Perfect, PDF, QuickTime, SPSS, or any program that is available in a lab or on your students' computers
- All copyright law and fair use guidelines must be followed and are the responsibility of the faculty member

Students love this service because they can:

- Access their reading material from any computer, any time
- Reliably access syllabus updates and lecture notes
- Use free viewing software on the site for selected file formats that their own computers don't support