

Follow this guide to download the library resources module and add it to a Blackboard course shell.

The library resources module will provide direct links to the following tools on the library's website:

- Elihu Burritt Library Homepage
- Research Databases
- Help with Citations
- Ask a Librarian
- Research Guides
- Contact Us (help resources including online chat tool)

Downloading the Module:

1. Log into Blackboard and select **Tools** from the main navigation panel on the left.
2. Click on **Content Collection** (Figure 1)
3. Select Library Content from the Control Panel Menu on the left (Figure 2).
4. Click on the folder labeled **Library Content**.

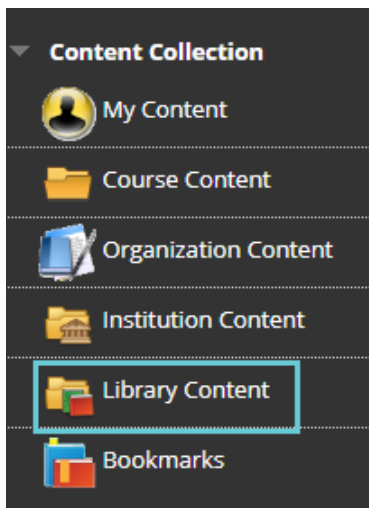


Figure 2

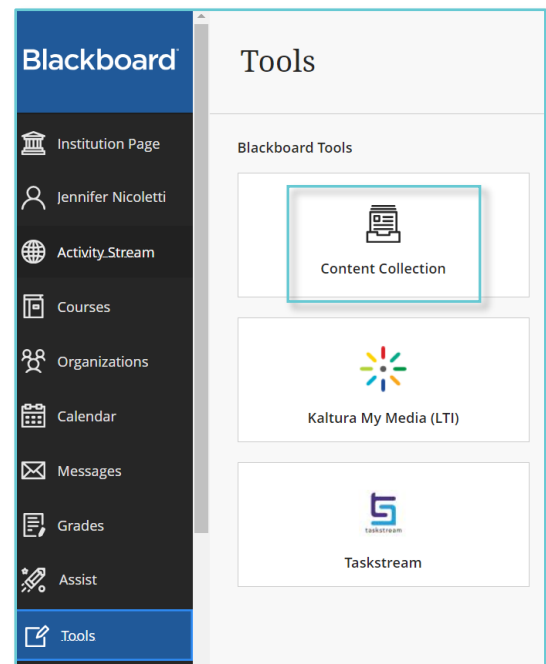


Figure 1

5. Check the box for **Library Resources 2024.zip** and click the Download Package button (Figure 3).

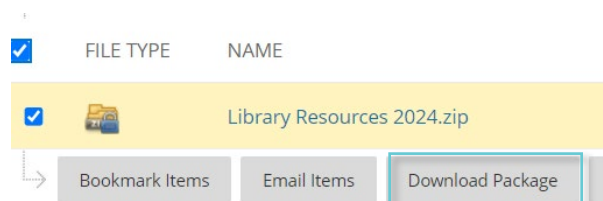


Figure 3

Importing the Module into the Blackboard Course Shell:

1. Access the Blackboard course where you want to add the Library Resources module.
2. Under Course Management on the left control panel menu, select **Packages and Utilities**. Then select **Import Package/View Logs**. (Figure 4)
3. Click the **Import Package** button at the top of the page.
4. Under Select a Package, click **Browse Local Files**.
 - a. Locate the downloaded **Library Resources 2024.zip** file.
 - b. Click the file and click the Open button.
5. Scroll down to **Select Course Materials** and check the box for **Content Areas ONLY**. (Figure 5)

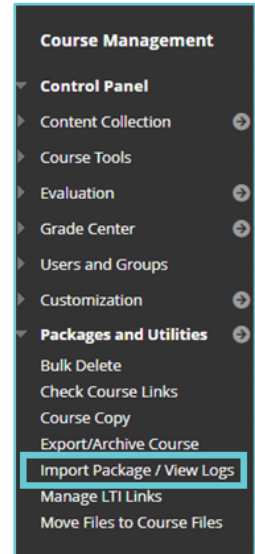


Figure 4

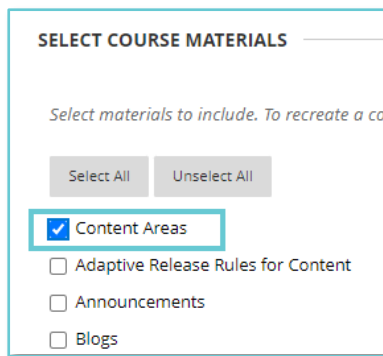


Figure 5

6. Click **Submit** at the bottom of the page.

It will take a few minutes for “Library Resources” to be loaded onto your Course Menu. You will receive a success email once the process is complete. Click the refresh button at the top of the control panel on the left. (Figure 6)

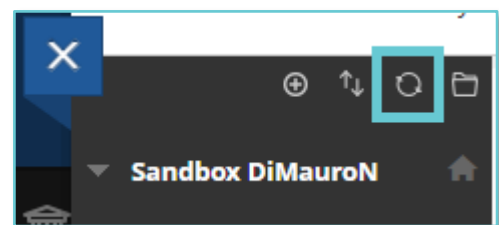


Figure 6

Once the page is refreshed, you will then see the Library Resources in your Course Menu (Figure 7). Click to access.

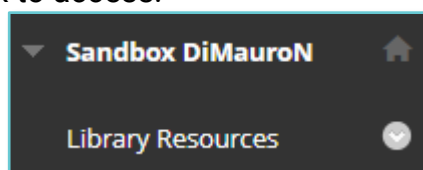


Figure 7