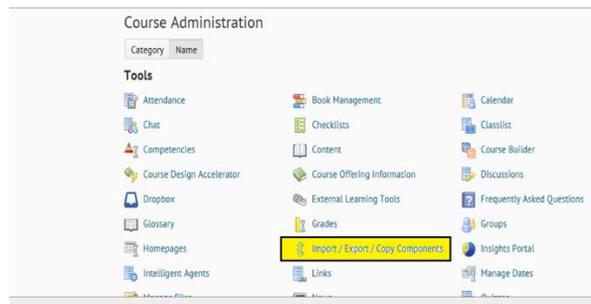
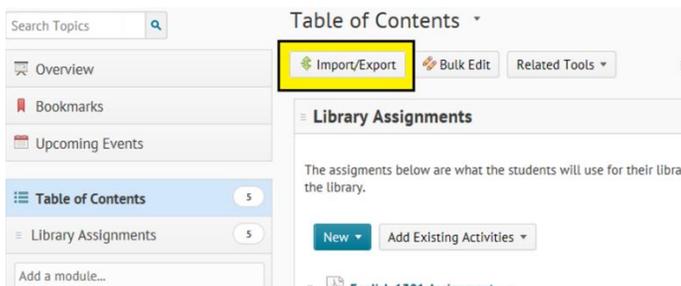


# Adding Resources from the eCampus Library Group

\*The Library Group is an area of eCampus that houses library resources. All resources are available if you are a member of the Library Group, and if there are any resources you want the library to add, please let us know. You must be a member of the Library Group on eCampus in order to add resources with the following directions (the Library Group should be listed under Community Groups on the My Home screen). If the Library Group is not listed on the My Home screen please contact the library to be added to the group.\*

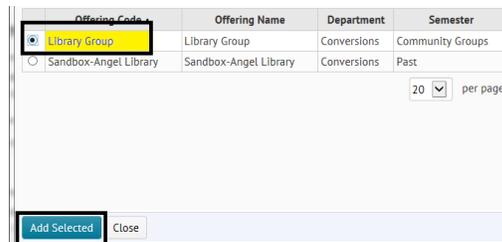
## Step 1

In the eCampus course click “Import/Export” in the content area, or go to “Edit Course” and click “Import/Export/Copy”



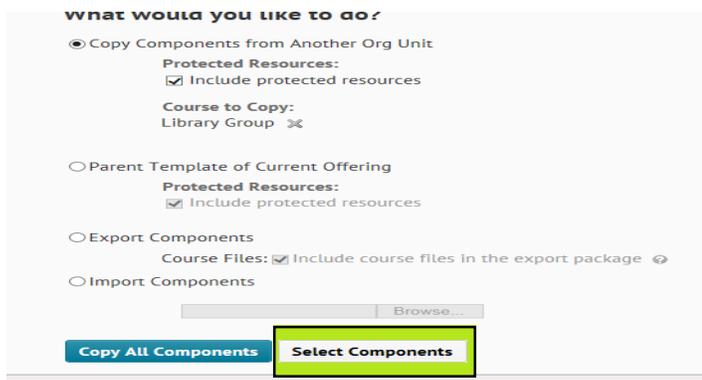
## Step 2

Click on “Search for Offering” and do a search for “Library Group”, select the Library Group and click “Add Selected”



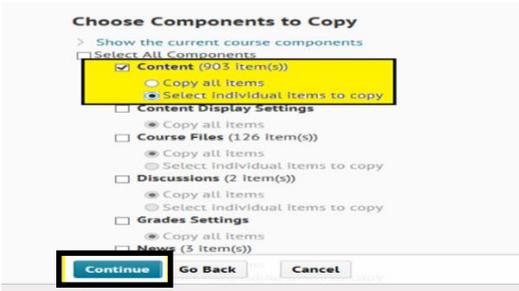
## Step 3

Click “Select Components”



## Step 4

Put a check next to “Content” and then “Select Individual Items to copy” and click Continue



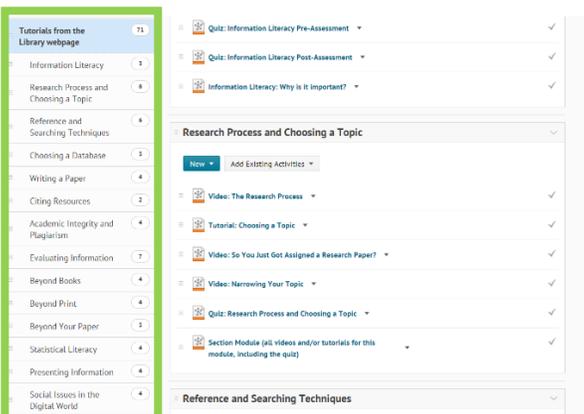
## Step 5

Click on the plus sign to expand a section. Choose the section then the exact file to copy. Click Continue and then Finish



## Step 6

The files will be added to the table of contents in the eCampus course. *\*Please note, videos are links—students will not have the option to play them in eCampus, as they would if they are directly embedded\**



These instructions can be used to import or copy any resource from the Library Group. If there is anything you want us to include in the Library Group (Video, Article, E-Book, etc), please contact us. ***\*It is especially important when using Blinn Library databases or links to articles inside the databases, that these specialized links are used so that students who are off campus can access these resources within eCampus.\****

## Adding Research Videos and Tutorials from the Library Website

*\*Most library resources can be added to your eCampus course, but there is no standard method. These instructions describe how to add the "Research Videos and Tutorials" from the library website. Ask the librarians for help adding other resources.\**

### Step 1

Open the library homepage ([www.blinn.edu/library](http://www.blinn.edu/library)) and click on the Research and Video Tutorials link in the Faculty Resources box.

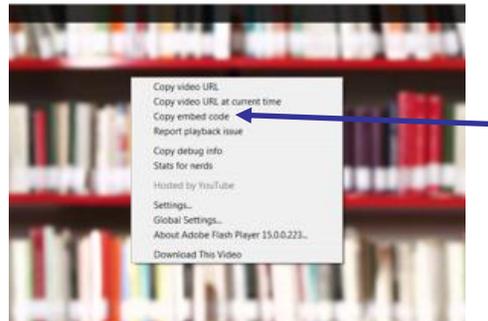
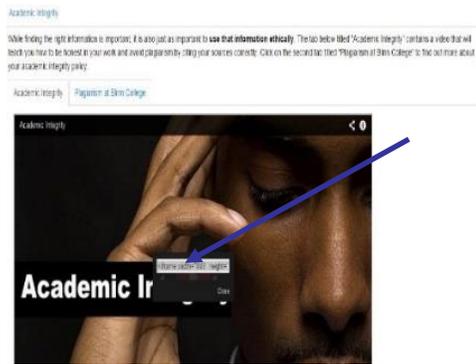
### Step 2

In another tab open eCampus and sign in. Decide where the video or quiz should be posted (News Item, Module, etc)

## For Videos

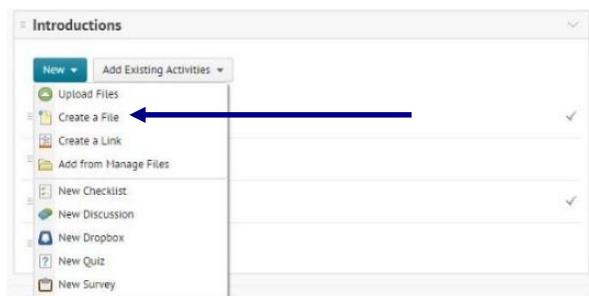
### Step 3

Get the embed code: Click on the video link, then right click on the video and choose "Get Embed code", right click on the code and copy it. *\*Please Note – different browsers may give different options, if you see one that says "Copy Embed Code" you can click that and go on to the next step.\**



### Step 4

Go back to eCampus and choose where to put the video (below would be inserting it into a module) Click "Create File"



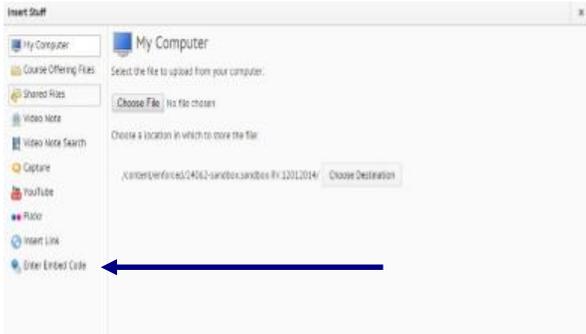
### Step 5

Once the "create file" is opened give the file a name and then click the "Insert Stuff" icon



Step 6

Click “Enter Embed Code”



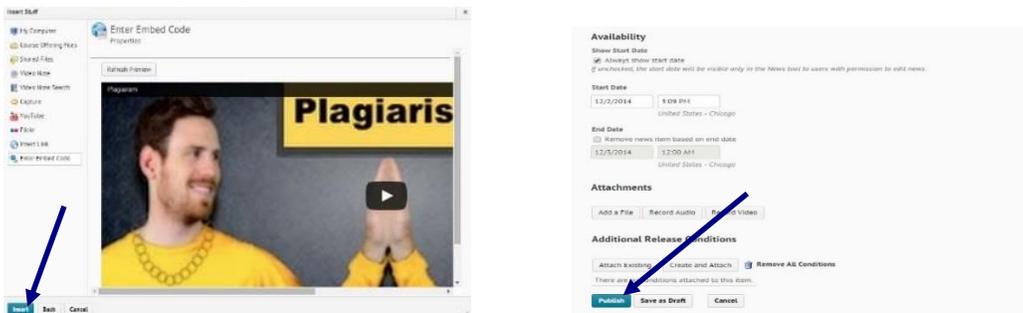
Step 7

Paste the embed code and click “Next” \*Note—If this video is being embedded into the News stream, the size of the video should be changed to 500x500 (or less), otherwise the video will be too large for students to see.\*



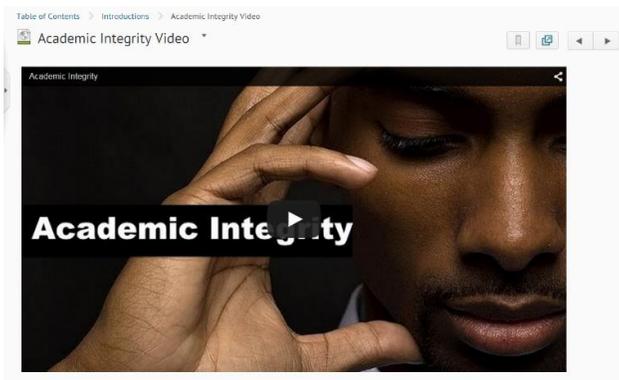
Step 8

The video will pop up in the box, click “Insert” and then “Publish”



Step 9

This is how it will be seen in the module.



# For Tutorials/Quizzes

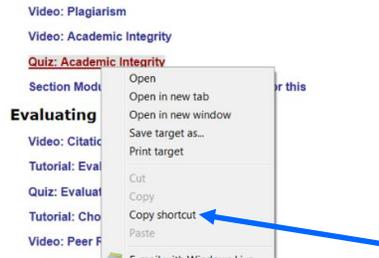
## Step 3

On the Video and Tutorials page choose which quiz/tutorial you would like, right click on it and click “Copy link address” or “Copy Shortcut”

### Social Issues in the Digital World

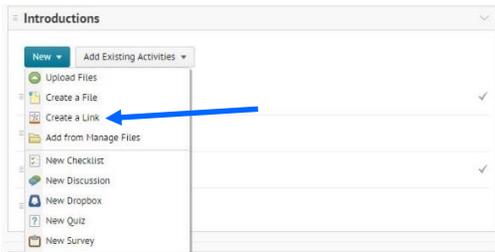


### Academic Integrity and Plagiarism



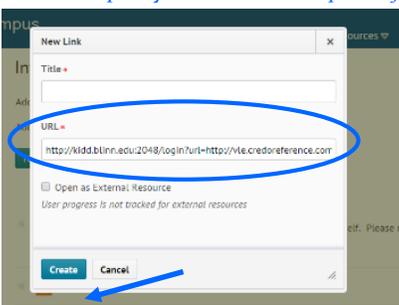
## Step 4

Under new item (in a module) click “Create a Link”



## Step 5

Paste the URL of the quiz and click “Create”, be sure that you replace the http:// that the system defaults with so that you do not have two (<http://http://>) this will cause problems with your link. *\*Note—You MUST have the proxy server link to create a permanent link to this quiz. For this type of resource (Information Literacy videos and tutorials) it will begin “http://kidd.blinn.edu:2048/login?url=” and then the normal URL. The proxy server link is required for all items accessed through library databases\**



## Step 6

This is how it will be seen in the module – as a link to an external resource:



Options for videos/quizzes/tutorials:

- \* Optional for students—include the videos and quizzes, but allow students to choose whether or not to view/take them.
- \* Grade for students—Make viewing the videos and taking the quizzes mandatory.
  1. Students can print out scores and turn them in (in a Face to Face environment)
  2. Want to be environmentally friendly? Students receive an email (As long as they enter a valid e-mail address on the quiz form) when they take a quiz and this can be uploaded to a Dropbox on eCampus (.txt or .jpeg file) OR students can forward the e-mail to the instructor.
  3. The Library can compile a list of students who have taken the quiz and the scores of the quiz and send them to the instructor in an e-mail.

## Questions?

The library has many resources to help both faculty and students. Please visit the library website [www.blinn.edu/library](http://www.blinn.edu/library) for more information about the services offered.

Contact us:

E-mail: [library@blinn.edu](mailto:library@blinn.edu)

Brenham: 979-830-4451

Bryan: 979-209-7273

Schulenburg: 979-743-5226

Text: 979-457-4051



Stay up to date with the library—Follow us on Facebook and Twitter!

