

Linking Library Materials to Canvas

Welcome Marymount Faculty! The library has created this short video to help you link your students directly to library resources. Following these simple step by step instructions will allow your students access to materials with the single click of a link from on or off campus and will ensure that as a University we're copyright compliant.

This is only a two step process: first locate and copy the permanent link of the resource and second add the resource link into your Canvas course. Let's take a look at where to find the permanent links for different types of library resources. If you're searching for books, eBooks, print materials, streaming videos, or government documents, they are located in MULibrary Search. Simply search for the resources you would like using the MU Catalog search option and click on the title of the resource to open the full record. Then click on the Permalink to this resource and copy that link.

If you're looking for articles and reports in the databases, the process is very similar. You search for the material you would like to link to and then locate the permanent link. Unfortunately, since each database vendor operates slightly differently you will have a few different options of where to locate the permanent link and even what the link is called. Let's look at an article retrieved from an EBSCO database. This vendor's permanent link is usually located on the main page so all you have to do is scroll down and copy it. However, if you were retrieving an article from JSTOR, you will find the permanent link, referred to as the 'Stable URL,' in the upper center of the page. Another commonly used vendor is ProQuest. In this database the permalink is found on the tab labeled "Abstract/Details" and is referred to as the 'Document URL'. If you have any questions about where a permanent link is located for a particular resource contact your library liaison. If you are unsure of who your library liaison is - click on the link you see on the screen to find out. We are always happy to help!

Let's move to step 2: Adding the resource link into your Canvas course. Now that you've located the permanent link for your resource, open your Canvas course and paste the link for your student's retrieval. I can choose to simply paste the link, or maybe I want to add a note like 'Read this article for Week 2', then I highlight the text and click the 'Link' button. A window will open and all you have to do is paste the permanent url and the resource is embedded. Don't forget to 'Save and Publish' the page you are working on so it is visible to your students.

By following these two steps to embedding resources as opposed to uploading a pdf of an article or eBook, we as a University will remain compliant with copyright law and the library will be able to accurately keep track of resource usage, which is very important when deciding which databases and resources best meet our students needs.

Don't forget librarians are here and happy to help you with getting your resources embedded. You can contact your library liaison, chat with us online or give us a call at the reference desk and we will be happy to assist.