Add a journal/journal article from Cambridge University Press - Open access titles

Before you begin it is important that you have installed the bookmarklet tool on to your internet browser. Instructions for this can be found on the Reading Lists Online LibGuide: http://libguides.tees.ac.uk/RLO/gettingstarted

Go to https://www.cambridge.org/core/what-we-publish/open-access/listing and search for, or browse, relevant journals/journal articles.

You can filter your results by content type, to only include articles and journals, using the left hand menu:

A: Adding a journal title

To add a journal title to your list click on the journal title and bookmark the page by clicking on Add to my Bookmarks from your toolbar (if you are using a PC or laptop) or by using favourites (if you are using an iPad). The following screenshot is an example using a laptop:
The bookmark page will open. The Resource Type should be set to **Webpage** or **Website**. Click on **Create & Add to List**

![Image](https://example.com/image.png)

In the pop up box, select the list you wish to add your item to from **Add to list**.

You can also select a position on your list (i.e. top or bottom) or which section it will appear under e.g. Journals (if you have already created sections in your list).

On this screen you can add a **Note for student**, these notes will appear next to the item in your reading list.

To finish click on **OK**.

![Image](https://example.com/image.png)

**WARNING:** Items will not appear publicly until the list is published.

If you were working on a Reading List and it is still open in another tab or window, you will need to refresh the page to show your newly added item.

Any additions to your list are automatically saved as a ‘draft’. Once you have finished adding the items you want to your list, you **must publish** it by clicking on the **publish** button on the top right of the screen (visible when you click on **Edit list (classic)**). By publishing the list it will make it live for students to view.
B: Adding a journal article

To add a journal article to your list click on the journal article title and bookmark the page by clicking on Add to my Bookmarks from your toolbar (if you are using a PC or laptop) or by using favourites (if you are using an iPad). The following screenshot is an example using a laptop:

The bookmark page will open. The Resource Type should be set to Article. Click on the Online Resource check box and choose DOI from the Online Resource Link options. Click on Create & Add to List
In the pop up box, select the list you wish to add your item to from **Add to list**.

You can also select a position on your list (i.e. top or bottom) or which section it will appear under e.g. Journal Articles (if you have already created sections in your list).

On this screen you can add a **Note for student**, these notes will appear next to the item in your reading list.

To finish click on **OK**.

If you were working on a Reading List and it is still open in another tab or window, you will need to refresh the page to show your newly added item.

Any additions to your list are automatically saved as a ‘draft’. Once you have finished adding the items you want to your list, you **must publish** it by clicking on the **publish** button on the top right of the screen (visible when you click on **Edit list (classic)**). By publishing the list will make it live for students to view.