Rolling over a reading list

Each semester Moodle master shells are duplicated to create teaching courses for the new semester. Rolling over and adding readings can be done through the Course Readings tool in your Moodle Course.

What rolls over? The Course Readings tool and the reading links placed in text come over with your content when a Moodle shell is duplicated. The reading links will not be active until a reading list and semester are associated with the Course Readings tool in the Course.

This reading link is pending, meaning it has been reactivated for the future semester date. It will show ‘Active’ when the set date occurs.

What do I need to do?

1. In the new course add or open the Course Readings tool.
2. Repopulate with details of school and citation style, and select the correct semester for the new course.
3. Select ‘Reading Lists’ from the toolbar, then ‘New list’.
4. Search by the course name or code for an existing list (one to rollover if applicable). The dropdown to the right will show available lists to choose from.
5. Highlight the Reading List to rollover, then ‘Create’ list. [If there are no lists you want, select ‘Skip’ then ‘Create’ which gives you a new but empty list.]
6. Select the ungrouped folder to select which/all Readings to add to your List, and select ‘Next to finalise’