

Getting Library Resources into Blackboard *

Adapted for College Achievement Program (CAP) Faculty

Linking to Web Materials in Blackboard

To link to Web sites from within your Blackboard course, follow these steps:

1. Copy the URL (Web address) of the site you intend to include in your Blackboard course.
2. Log in to Blackboard and enter the specific course site in which you are adding a link.
3. Select **Control Panel**, and then select the area of your Blackboard course where you want to add the link.
4. Click on the **Add URL** icon.
5. Paste the copied URL in the URL box.
6. Complete the remainder of this page as desired and click on **Submit**.
7. **IMPORTANT:** Check the link before making it available to your students – Web pages frequently move or are deleted.

Rice Library's [Research Guides](#) and [Recommended Web Sites](#) pages are sources for quality Web sites grouped by the University's major academic areas.

Suggestions for links to other important Rice Library services and resources include:

1. [Recommended Library Databases](#)
2. [Subject Help Guides](#)
3. Subject specific netLibrary reference books (see below)
4. [Contact Rice Library](#)
5. [Rice Library's Distance Learning Services Web Page](#)
6. [Interlibrary Loan and Document Delivery Services](#)
7. [Citation Guides](#)

Using TinyURL.com

Occasionally the Web address for the page to which you want to link is so large that it cannot be accommodated in the space provided within your course management software. In such circumstances you can convert the Web address to a much shorter URL using TinyURL at <http://tinyurl.com>.

IMPORTANT: If you want TinyURL to recognize your proxy server, be sure to create the URL when connected to the database via the proxy server.

Linking to Articles in Library Databases

To link to articles in one of the databases below, choose from one of the following options:

Option 1:

1. Log in to [Blackboard](#) and enter the **Control Panel** of the specific course site where you intend to add the links.
2. Select the area where you intend to place the link to the article.
3. Click on the **+External Link** icon.
4. At the next page, type (or copy and paste) the following **Proxy Prefix** (URL for proxy server) in the **URL** box:

USI Databases (U): <http://lib-proxy.usi.edu/login?url=>

INSPIRE Databases (I): [no proxy prefix]

IMPORTANT: This **Proxy Prefix** must be typed exactly as given. The link will not work if there is any error in its transcription.

5. Search any of the Rice Library databases listed below to locate the full-text of the article you want to add to your Blackboard course. **IMPORTANT:** Link only to those articles that are available in full text in the database, not to those which have only a citation and/or abstract.

6. Copy and paste the persistent link or URL (as specified by the chart below) to the **URL** box to the right of the **Proxy Prefix**. Do not leave a space between the **Proxy Prefix** and the copied durable link or URL.

<p style="text-align: center;">DATABASE</p>	<p style="text-align: center;">METHOD FOR LINKING</p> <p>Unless noted, all links to University databases must be preceded by the Proxy Prefix. Links to INSPIRE databases <u>do not</u> require a Proxy Prefix.</p>
<ul style="list-style-type: none"> • U ACM Digital Library 	<ul style="list-style-type: none"> • Use the DOI Bookmark that appears in the full citation.
<ul style="list-style-type: none"> • U American Chemical Society Journals 	<ul style="list-style-type: none"> • Use the article URL that appears in Web browser.
<ul style="list-style-type: none"> • U American Society for Microbiology 	<ul style="list-style-type: none"> • Use the article URL that appears in Web browser.
<ul style="list-style-type: none"> • U BioOne 	<ul style="list-style-type: none"> • Use the article URL that appears in Web browser.
<ul style="list-style-type: none"> • EBSCOhost Databases: <ul style="list-style-type: none"> I Academic Search Elite U Academic Search Premier U/I Business Source Premier U/I Clinical Pharmacology U Communication and Mass Media Complete U/I Corporate ResourceNet I EBSCO Animals U/I ERIC I Funk & Wagnalls New World Encyclopedia U/I Health Business FullTEXT U/I Health Source: Consumer Edition U/I Health Source: Nursing/Academic Edition U/I Knight Ridder Collection U/I MAS Ultra U/I MasterFile Premier I Middle Search Plus U/I Military & Government Collection U/I Newspaper Source I Primary Search U/I Professional Development Collection U PsycARTICLES U/I Regional Business News I TOPIC Search 	<ul style="list-style-type: none"> • Use the persistent link that appears within the article's citation/abstract. NOTE: It is not necessary to add the Proxy Prefix above if linking to a USI (U) database.
<ul style="list-style-type: none"> • U JSTOR 	<ul style="list-style-type: none"> • Use the stable URL found in the results list.
<ul style="list-style-type: none"> • U Literature Online (LION) 	<ul style="list-style-type: none"> • Use the persistent link that appears within the article citation. <i>HTML articles only!</i>
<ul style="list-style-type: none"> • U netLibrary 	<ul style="list-style-type: none"> • Use the following URL followed by the book's Product ID number located in the "Show Details" section. http://www.netlibrary.com/urlapi.asp?action=summary&v=1&bookid=
<ul style="list-style-type: none"> • U Project Muse® 	<ul style="list-style-type: none"> • Use the article URL that appears in Web browser

<ul style="list-style-type: none"> • ProQuest Databases: U ABI/INFORM Complete U ABI/INFORM Trade & Industry U ProQuest Health and Medical Complete U ProQuest Research Library 	<ul style="list-style-type: none"> • Mark the article then click on the “View marked articles” link. Go into “My Research Summary” by clicking on the tab. Copy the article URL under the article’s citation. NOTE: It is not necessary to add the Proxy Prefix above.
<ul style="list-style-type: none"> • Wilson Databases: U Education Full Text 	<ul style="list-style-type: none"> • Copy and paste the link provided at the bottom of the abstract page by clicking on the link labeled “Click to copy the HTML [or] PDF full text article link.” Strip the link of everything but the URL (portion located between quotation marks).

7. Under **Options** it is recommended that you select **Yes** in response to the statement **Launch item in external window**.
8. Complete the remainder of the page and click on **Submit**. **IMPORTANT:** Be sure to include a full citation to the article link along with the name of the database from which it can be found. This information may help students to locate the article directly on their own should there be a problem with the durable link.
9. **IMPORTANT:** It cannot be guaranteed that durable links to journal articles in subscription databases added to personal course Web pages (other than Blackboard) will work in the same way as they do in Blackboard.

For Help:

Contact Philip Orr at porr@usi.edu, 812/461-5328, or 800/246-6173 and ask for Philip Orr.

* Based on instructions developed by Elisabeth Leonard and updated by Carol Cramer at Wake Forest University.

Durable Links in Blackboard 6.0
5/31/05