Bookmarking book chapters in Aspire

Are you set up for Aspire bookmarking? If not, follow the instructions in Getting started with Aspire.

1. Go to Aspire (via Reading Lists on the Library home page) and log in as usual (see Getting Started).

2. First add the book from which you want a chapter to your reading list, using the Bookmarking books and e-books in Aspire instructions.

3. Quick chapter add method; just add the chapter information to the book in a Note for Students (from the 3-dots menu). However, if you do this, the Harvard Bibliography reference will be for the book, not the chapter. If you want a full chapter reference, follow the rest of these instructions:

4. Find the book in the list and select Edit from the 3-dots menu on the right. This will open up the bookmark.

5. To add the chapter information, go to the Add field box (towards the bottom of the screen). Pull up the fields menu and select Has part (chapter, article, etc). Click Add.

6. A second tab will appear in your bookmark screen. Make its Resource Type “Chapter”.

7. Change the chapter’s Title field to the correct chapter title (or “Chapter 2” etc if the chapters are numbered but not titled).

8. Use Add field - Pages to add the page numbers.

9. Use Add field - Author to add the chapter author (whether the same as the book’s author/editor, or different).

10. If the chapter is from an e-book, tick the Online Resource box so Aspire will link to the e-book.

11. Then Save.

12. Remember to Publish your list once you’ve finished making all your changes to it – otherwise your students won’t see your updates and the Library won’t know that you have updated the list!