

# Jisc Virtual Library user guide

## Introduction, set-up, FAQs and useful links

This guide will help you through the process of installing Jisc Virtual Library, as well as answering frequently asked questions about Jisc Virtual Library and how it works.

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# What is Jisc Virtual Library?

Jisc Virtual Library is a central hub for links to e-books and other resources for that Jisc provides for further education organisations, including:

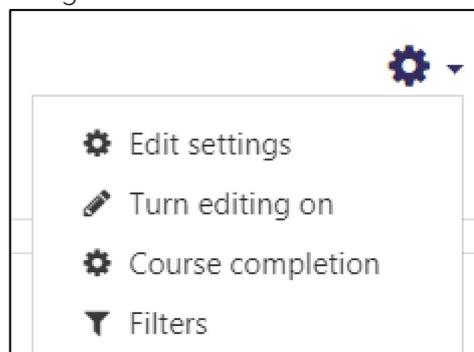
- Jisc's e-books for FE catalogue, which is included in FE Jisc membership
- Resources for Hairdressing, which are free for all Jisc members
- Vocational Learning Resources for construction, digital and IT, education and childcare, and health and social care; these require [subscription](#), however these are **currently FREE** for all members to access until 31<sup>st</sup> July in order to help provide support to learning providers during the COVID-19 pandemic.

It is integrated with your organisation's virtual learning environment (VLE) as an external tool; it will appear in an iframe in a page. It will appear as fully integrated content within the VLE course as the menus and banners will still appear. Learners will have an uninterrupted browsing experience and will not be taken away from their VLE interface. Any activity tracking in the VLE will also log use of Jisc Virtual Library, how long they stayed and what things they have been clicking on, the data will be available on your usual tracking reports.

## How to add the Virtual Library to your LMS

Once your organisation has a [subscription](#) to Jisc Virtual Library, we will send you the Virtual Library URL and a Secret Code. If you have LTI activated and iFrames allowed on your VLE, the information sent in your welcome email and the instructions below will get you set up with Virtual Library within 5 minutes. If you think your VLE needs settings changed to use LTI external tools then see the useful links section at the bottom of this document for further instructions.

1. Turn editing on or activate a course administrator mode

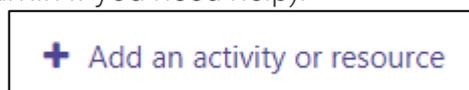


2. Navigate to the VLE course area you wish the Jisc Virtual Library to appear in, or create a new course dedicated to Jisc Virtual Library. Creating a course requires administrative

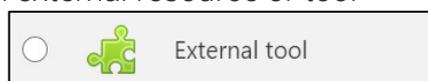
permissions on your VLE. Check with your IT department if you are unsure if you have the right permissions.



- 3. Click on the 'Add an activity or resource' button (this will differ for different VLEs, talk to your VLE admin if you need help).



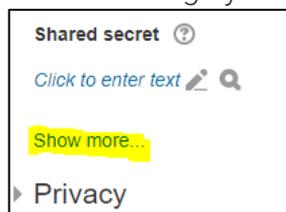
- 4. Add an external resource or tool



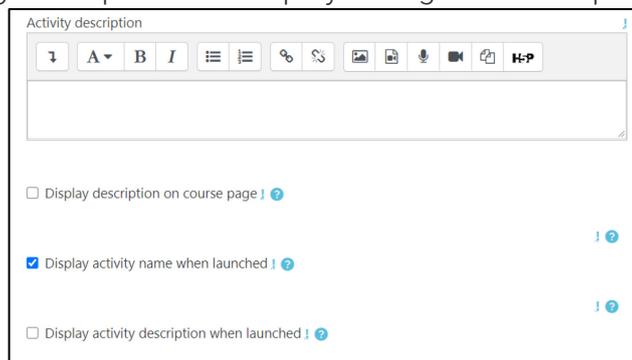
- 5. Set the name to something like 'Jisc Virtual Library' or 'Resource and e-book Hub' something that will identify the Virtual Library in your VLE



- 6. To see all the settings you may have to select a Show more option



- 7. Setting description and display configuration is optional



- 8. Set Tool URL to the Launch URL from your welcome email



- 9. Set Secure tool URL to Cartridge URL from your welcome email

A screenshot of a form field labeled "Secure tool URL" with an asterisk and a help icon. The field is currently empty.

10. If there is a launch container option, we would recommend Embed without blocks option

A screenshot of a dropdown menu labeled "Launch container" with an asterisk and a help icon. The menu is open, showing options: Default (selected), Embed, Embed, without blocks, Existing window, and New window.

11. Set consumer key and Shared secret to the secret from your welcome email

A screenshot of two form fields. The top field is labeled "Consumer key" with an asterisk and a help icon. The bottom field is labeled "Shared secret" with a help icon. Below the fields is a link that says "Click to enter text" with a pencil and magnifying glass icon.

12. Set Privacy options to not share names and emails

A screenshot of a "Privacy" settings section. It contains three checkboxes: "Share launcher's name with the tool" (unchecked), "Share launcher's email with the tool" (unchecked), and "Accept grades from the tool" (checked). Each checkbox has a help icon to its left.

13. Then save the settings.

A screenshot of three buttons: "Save and return to course" (blue), "Save and display" (blue), and "Cancel" (grey).

14. Virtual Library should now be embedded and present sections for e-books, Vocational Learning Resources, GCSE Maths and English, Other Jisc Resources, and Support for Teachers and Librarians

If you need any further guidance or assistance, or wish to give us any feedback please contact [content.feandskills@jisc.ac.uk](mailto:content.feandskills@jisc.ac.uk) .

We've put together a section on the Virtual Library labelled Support for Teachers and Librarians, we will keep this updated with guidance and resources. If you need support around the e-books for FE platform that the e-books are hosted on please see our [e-books for FE support site](#). If you need support around the vocational learning resources and their platform please see our [VLR support site](#).

# Frequently asked questions

## How Do I Use Jisc Virtual Library?

Once you have added Jisc Virtual Library to your VLE, your librarians, teaching practitioners and learners will be able to access it, if they have permission to access that area of your VLE. There are menus to help you navigate to find e-books and resources to support teaching and learning. Use Jisc Virtual Library to find a specific e-book or collection quickly and easily; e-books are sorted by subject area and further broken into categories of either narrowed by level or type of qualification.

You can copy and paste the information listed and share it, all the links in Jisc Virtual Library will work regardless of which college you are from, and your learners will be directed to login to the ProQuest platform for e-books or other logins for resources – but once logged in they will be redirected to the e-book or resource they selected.

## How Do I Update Jisc Virtual Library?

Jisc Virtual Library will update dynamically to align with the e-books for FE catalogue updates. When new material is available, this will be added to Virtual Library and the updates will be reflected in your VLE. At the end of the licence period, you will need to sign a new agreement in order to continue receiving Virtual Library to your VLE.

## Question: How do I know if my organisation's VLE can use Virtual Library?

Moodle, Canvas, and Blackboard are all able to use LTI tools, LTI is the technology Virtual Library uses. Google Classroom and Microsoft Teams have not yet consistently implemented LTI.

If you are using a different platform to manage your online learning, please let us know. We want to be updated with what you're using so we can learn how best to support you.

## Question: What are the benefits of using Jisc Virtual Library?

When we reviewed our usage figures, we saw that organisations that were able to spend time adding Jisc resources to their VLEs got more use out of them. Many Further education (FE) organisations cannot allocate the time or money required to import the resources themselves, so we sought to provide a solution and give you an option to add Jisc resources to your VLE seamlessly in a few steps.

## Question: Can I have only one section of Virtual Library?

It is not a feature of the Virtual Library at launch, but we are working to support this feature in future iterations of the Virtual Library.

# Useful Links

[Virtual library catalogue page](#)

[e-books for FE support site](#)

[e-books for FE catalogue page](#)

[Vocational learning resources catalogue page](#)

[Vocational learning resources Jisc page](#)

[IMS Global information about LTI](#)

[Moodle's LTI installation guide](#)

[Blackboard's LTI](#)

[Canvas' LTI](#)