Rollover in Leganto

Before every semester, you need to rollover your reading list (and publish it) to make it available to your new class. The following screenshots take you through this process step by step.

- From Akoraka | Learn, click on your old reading list link.

- As lecturers you'll be taken to a menu of past reading lists (students get taken directly to the current list). The **current** list will be **on top** and should include the previous year in the title:
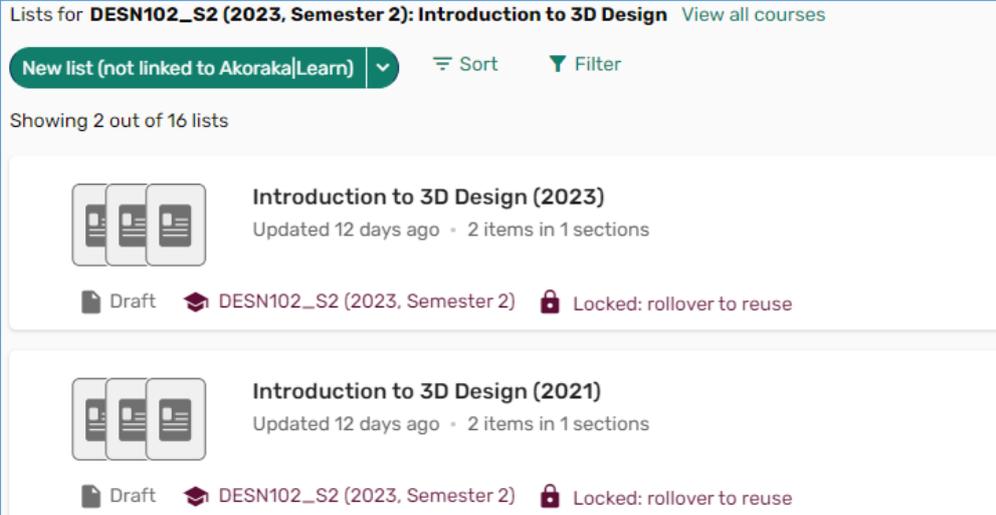
- Hover over the previous list.

- Using the "..." menu, select "Roll Over list":
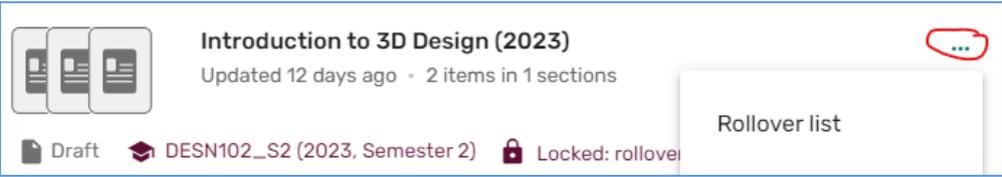
- Check the reading list name. The new year will be added at the end. If it still includes the previous year somewhere else, just delete it.
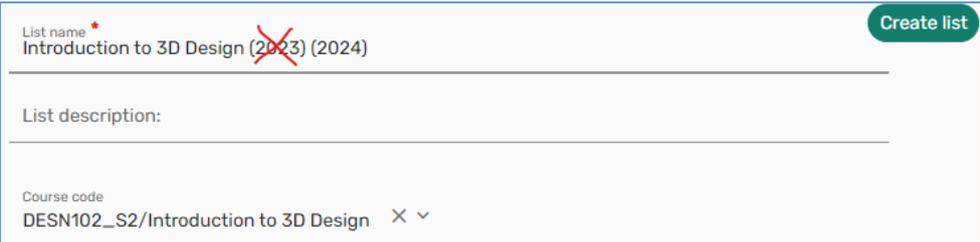
- Click

- You will be taken to the new list, **remember to click "Publish"** to make the list viewable by students!
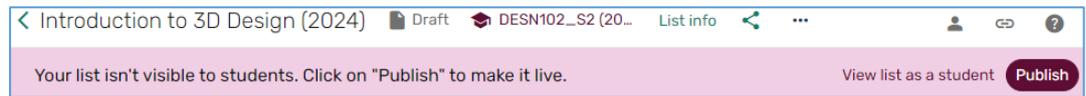
- o The default is to be more open but you can change this if you want.
  - o Only course students will be able to access the actual full-text.

• Once published, you then see the following confirmation message:
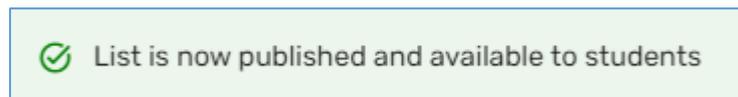
Now:

- All your existing Akoraka | Learn links will redirect to the new list. ☺
- All your copyright activations will be automatically re-processed (or re-submitted for manual LTL approval if needed). ☺ ☺ It's still a good idea to check that these all show as "Complete" and look as expected when you "View list as student".

Note FYI:

If you accidentally go to the old list, it will remind you with the Roll over note:
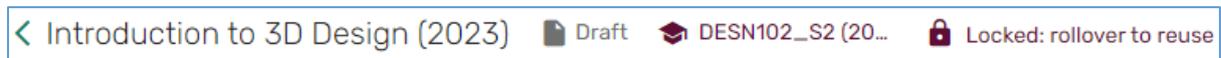
Furthermore, you cannot edit old, locked lists.

If links or lists get confused, please contact LTL for support!