

# Leganto - Adding and Removing reading suggestions

## Overview

Students and lecturers can add suggestions to their course reading lists, and suggestions made are visible to the whole class. However, only lecturers can add suggestion to course reading list, and remove a suggestion from the Suggestions list.

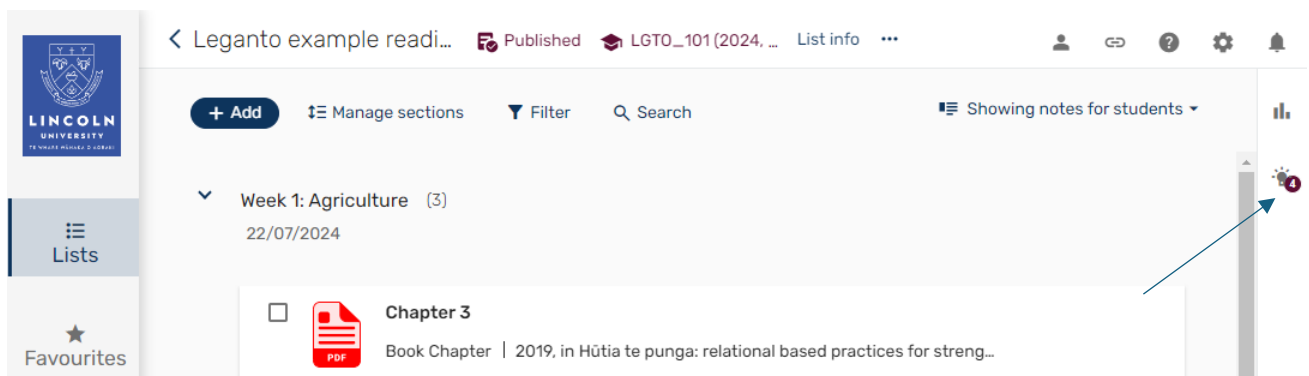
The ability to add suggestions encourages students to engage in the course and to interact with fellow students.



## Adding and Removing suggestions for a List

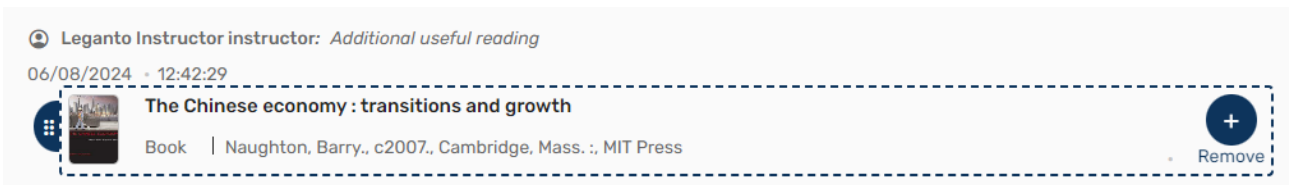
After suggestions are added to a list, lecturers can view those suggestions and decide if they want to add those items to the list or remove them from the Suggestions list. Adding the suggestions to a list makes them more visible to students, and ‘endorses’ the suggestions. It also means that lecturers can add their own note for students, and it will rollover to future years the course runs.

### To view suggestions and add them to a list

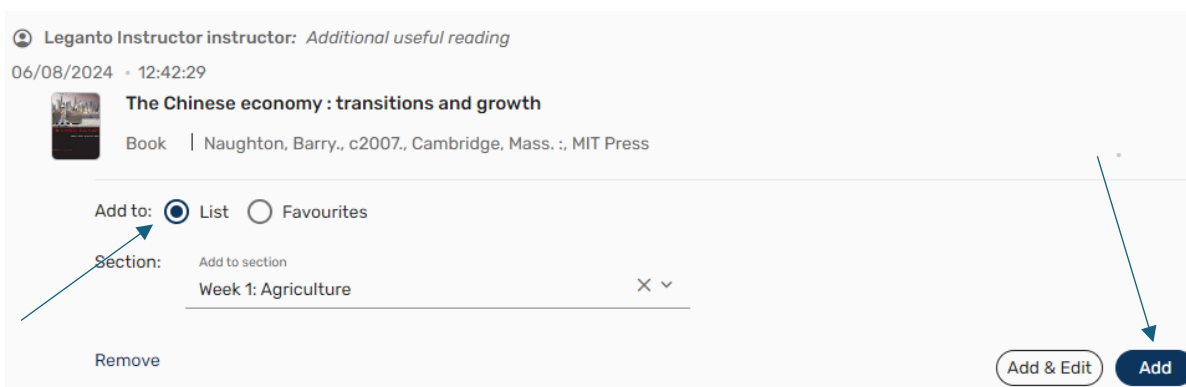
1. Click on the reading list links from Akoraka|Learn.
2. In Leganto, from the right pane, select the Suggestions lightbulb icon (which includes a counter to indicate how many suggestions there are for this list).



3. Use the Drag icon  to drag the item to a section in the list, OR  
Select the **Add to list** icon .



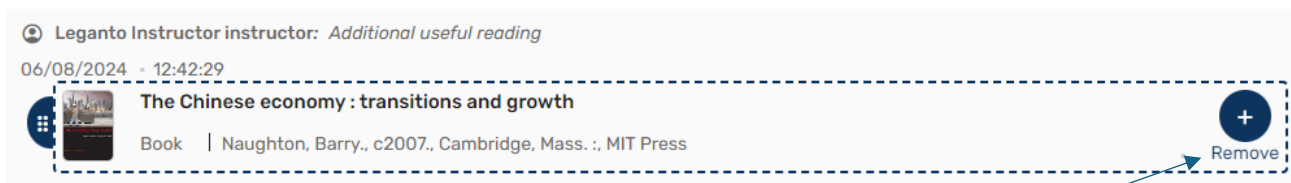
4. The add item options pane expands.
5. Select Add to **list** and select the Section to which you want the item added.
6. Select **Add** to add the item; OR if you would like to add a note to students, select **Add & Edit** to add the item to the section and open the Edit item pane. Then select **Notes & availability** tab to add notes.



### To remove suggestions from the Suggestions list

If there's something you don't want students reading since all students can see everything in the suggestions list, you can remove suggestions from the Suggestions list.

1. From the right pane, select the Suggestions lightbulb icon.
2. Hover over the item you want to remove from Suggestions list, select **Remove** to remove the item.



3. A confirmation message "Are you sure you want to remove this suggestion?" is displayed confirming that you want to remove the suggestion from the Suggestions list.
4. Select **Remove**.

If you have any questions, please feel free to contact [digitalaccess@lincoln.ac.nz](mailto:digitalaccess@lincoln.ac.nz).