

Electronic Reserves, Moodle and MyIWU

There are three options for making electronic content available to students:

- E-Reserves
- Moodle
- MyIWU

E-Reserves are electronic course pages maintained and managed by the library. Moodle and MyIWU course pages can be instructor managed or library managed. The library tracks copyright for **all** material posted regardless of the option selected. The same copyright and use guidelines apply to all electronic content. Click [here](#) for copyright information.

For E-Reserve course pages, the library will scan, post, and manage all material placed on reserve. For Moodle and MyIWU course pages the library can scan, post and manage all material on reserve or scan material needed and supply to the instructor for posting. For assistance adding reserve material to Moodle or MyIWU please contact the [Reserves Department](#).

Guidelines for Electronic Content

- **There is a 60 item limit** for readings on E-Reserve, Moodle and MyIWU. There is no limit for links or digital audio files.
- **No more than 20%** of the total page number from a book, work of prose or play can be digitized. Small clips taken from films (10% or less of the total length) may be digitized for electronic access.
- **Electronic pages are password protected**, and access is limited to library staff, instructors and students enrolled in the course.
- **When establishing E-Reserves, Moodle, and MyIWU course pages we ask that you submit a reading list or syllabus** containing citation information for all material on reserve in order to track copyright.
- **E-Reserves are archived at the end of each semester**, access is suppressed and the page is not visible when the course is not offered. To have a course page visibility restored please contact [Reserves](#).

For questions or additional information please contact the [Reserves Department](#).