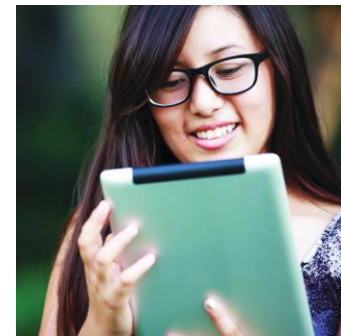# How-to Guide:

Subscribe to or Copy a Reading List

Subscribe to or Copy a Reading List

You can Subscribe to and/or copy Reading Lists from other Sponsors in your organization and Reading Lists curated by Bookshare. Reading Lists to which you subscribe will automatically update with new titles as the owner of the list makes changes. Copying a list takes a "snapshot" of a Reading List, which you can then customize by adding or removing books or changing the name.

1) To subscribe, select "My Reading Lists" on your "My Bookshare" page.

My Bookshare

My Bookshare

- My History
- My Reading Lists
- Members
- Sponsors
- Upload Roster
- Organization Info
- My Requests
- Download Reading Tools
- My Account

Welcome Tanya Teacher

Recent News

Bookshare Benetech Veteran Educator Gives Students the Tools to Succeed at Reading and Life

Dyslexia Doesn't Slow Ryan Down

| :: Read Our Books in Braille | ? Get Answers in the Help Center | 📘 Help Students Access Books |

2) Select the "Subscribe" button. A list of available Reading Lists will appear.

My Reading Lists

My Bookshare

- My History
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Table View | List View

Reading Lists ❓ 🔊 ➕

New! You can now subscribe to Reading Lists shared by other sponsors in your organization! To share your own Reading Lists, open a Reading List, go to Edit Details, and set the Share option to "Organization."

Reading List	Description	Sharing	Owned By	Titles	Members	Action
👁 3rd Grade Book List		Org (0)	Myself	4	2	🗐🗑
👁 American Literature	9th grade American Lit course materials	Org	Edward Educator	10	1	🗐↪
👁 Jane Doe's Fiction Reading List		Members	Myself	0	0	🗐🗑
👁 Junior English		Members	Myself	2	1	🗐🗑
👁 Summer 2017 Picks for Young Readers Copy	Copy of Summer 2017 Picks for Young Readers	Public	Myself	10	0	🗐🗑
👁 Tessa Crow's Reading List	Personal selection of books for Tessa	Org (0)	Myself	3	1	🗐🗑

🔊 Subscribe   ➕ Create

3) You can view by All Reading Lists, your Organization's Reading Lists or Public Lists (curated by Bookshare) and can sort by "Owner" to see who within your organization created the lists and/or public lists.

4) Select a list(s) and then "Subscribe."

5) Next, select the Reading List to which you just subscribed to on your "My Reading Lists" page.

My Reading Lists

My Bookshare

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Reading Lists

New! You can now subscribe to Reading Lists shared by other sponsors in your organization! To share your own Reading Lists, open a Reading List, go to Edit Details, and set the Share option to "Organization."

Reading List	Description	Sharing	Owned By	Titles	Members	Action
👁 1981-2015 Bluebonnet Award Winners	The Texas Bluebonnet Award winning books from 1981-2015. Bluebonnet Award winners are selected by librarians, teachers, parents, students and other interested persons and are appropriate for grades 3-6.	Public	Bookshare Collections Team	25	0	📑➡
👁 3rd Grade Book List		Org (0)	Myself	4	1	📑🗑
👁 American Literature	9th grade American Lit course materials	Org	Edward Educator	10	0	📑➡
👁 Jane Doe's Fiction Reading List		Members	Myself	0	0	📑🗑
👁 Junior English		Members	Myself	2	0	📑🗑

6) Select "Assigned Members" to add students from your Member Roster and select "Add Selected Members."

My Reading Lists

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American Literature ➡ ➕ 📑

Description: 9th grade American Lit course materials

Status: Org List owned by Edward Educator

Use the "Add Books" button to add specific titles to this list. You can also add books while using the Advanced Search or Browse links. To see which assigned Members have accessed each title, select the "View Activity" link.

Assigned Members (1) | Titles (10) | Activity

Showing 1 - 10 of 10 results   Sort By title ▼

Title	Author	Date Added	Action
The Adventures of Tom Sawyer	Mark Twain • Robert Maniquis	09/12/2013	Download… View Activity
The Giving Tree	Shel Silverstein	02/01/2013	Download… View Activity

.

7) To copy a list to which you have subscribed in order to modify it, go to your "My Reading Lists" page, find the Reading List you wish to copy, and select the Copy icon under the "Action" column.

My Reading Lists

My Bookshare

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Reading Lists ❓ 🔊 ➕

New! You can now subscribe to Reading Lists shared by other sponsors in your organization! To share your own Reading Lists, open a Reading List, go to Edit Details, and set the Share option to "Organization."

Reading List	Description	Sharing	Owned By	Titles	Members	Action
👁 3rd Grade Book List		Org (0)	Myself	4	1	🗗🗑
👁 American Literature	9th grade American Lit course materials	Org	Edward Educator	10	0	🗗➡
👁 Jane Doe's Fiction Reading List		Members	Myself	0	0	🗗🗑
👁 Jane Doe's Reading List	Personal selection of books for Jane Doe	Members	Myself	1	0	🗗🗑
👁 Junior English		Members	Myself	2	0	🗗🗑
👁 Summer 2017 Picks for Young Readers Copy	Copy of Summer 2017 Picks for Young Readers	Public	Myself	10	0	🗗🗑
👁 Tessa Crow's Reading List	Personal selection of books for Tessa	Org (0)	Myself	3	0	🗗🗑

🔊 Subscribe   ➕ Create

8) The list will now appear as a copy under "My Reading Lists." You may now add books to it or delete books from it.

9) To modify your newly copied list, select it and then use the icons next to the Reading List name to complete your desired action.

10) Select the "Assigned Members" link to add or edit members.

11) To copy or subscribe to one of Bookshare's curated lists, you can also select "Browse" from any page on the Bookshare website to access the page of Special Collections.

12) Select the list you wish to subscribe to/copy and select the appropriate icon (you must be logged in to your Bookshare account to do this). This list will now appear on your "Reading Lists" page under "My Bookshare."