# Selecting a textbook

Quick guide for teaching staff

The Library is committed to ensuring equitable access to resources and textbooks, while minimizing the financial burden on students. Whenever possible the Library purchases unlimited-user ebook licences to avoid students needing to purchase.
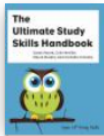
Here are some questions to consider when setting a textbook:

## Is the textbook available as an eBook through the Library?

Search findit@flinders to check if the Library already provides access to a version that is 'Available online'. This will ensure that it is available for all students, on and off-campus.

Use the filters to limit your search results to '***Resource Type: Books'*** and ***'Availability: Available online'***.

> BOOK
> **The ultimate study skills handbook**
> Moore, Sarah (Sarah M.) author; Neville, Colin, author; Murphy, Maura, author; Connolly, Cornelia, author
> 1st ed.; 2010; Maidenhead, England : McGraw-Hill/Open University Press
>
> 🔗 Available Online ›

## Are there any access limitations?

The level of access for university libraries to eBooks can differ from what individuals can purchase.

If an eBook is available, check if there are any access restrictions. Look for the following:

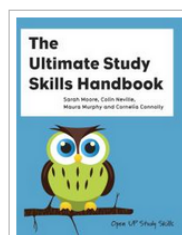| | |
|---|---|
| **Is there a limit on how many students can access the book at the same time?**<br><br>findit@flinders indicates whether there is a limit on the number of concurrent users.<br><br>*In this example only two students can view at the same time.* | View Online<br><br>**Full text availability**<br><br>Ebook Central<br>📄 *This ebook has a two (2) concurrent user limit.* |
| **Is there a limit on how much of the book can be downloaded or printed?**<br><br>The landing page for the textbook generally indicate any restrictions. This limit often resets (e.g. after 24 hours).<br><br>*In this example students can download and keep 97 pages and copy up to 49 pages.* | **The Ultimate Study Skills Handbook**<br>Sarah Moore, Colin Neville, Maura Murphy, and Cornelia Connolly<br><br>**Availability**<br>Your institution has unlimited access to this book.<br><br>📖 Read Online · 49 pages remaining for copy (of 49)<br>⬇ Download Book — Get all pages, require free third-party software, Check out this book for up to 365 days. · 97 pages remaining for PDF print/chapter download (of 97)<br>📄 Download PDF Chapter — Get up to 97 pages, use any PDF software, does not expire.<br><br>[Read Online] [Download Book] |

## Will students need to access the textbook for an exam or other assessment?

If you choose a textbook with restricted access, please be aware that this can create issues for students during assessments.

Encourage students to download and save required sections ahead of time or throughout the semester.

Students can find advice and instructions from this *Using eBooks for exams – quick guide*.

## Have you considered an 'open' textbook?

Open textbooks are an example of an open educational resource (OER). These resources are freely available and have no restrictions on their use, making them a great way to make essential resources more accessible for students.

Their open licenses also mean that you can modify the content to best suit your topic learning outcomes and teaching style.

The Library has curated a list of OER discovery platforms that you can explore, or you can contact the Library for help identifying suitable open textbooks.

## Have you considered other options besides a textbook?

The Library provides access to an extensive and diverse range of online learning resources through our many subscription platforms. This includes journal articles, book chapters, videos, podcasts, and interactive content. These can offer an engaging alternative to a traditional textbook and offer new opportunities to enhance your teaching.

You can explore this content by searching findit@flinders or by exploring our databases (either by subject or by type of resource). You can also contact the Library for advice on sourcing relevant items from our current collections.

## Do you have students studying offshore?

Be aware that some online resources are not accessible to students in certain countries due to firewalls or censorship policies.

Contact the Library if you are unsure if your students would be affected by such restrictions – we can advise as necessary and suggest alternative resources where needed.

### Decided on a textbook to use?

Submit a Textbook Notification form: The Library will purchase any new items and check access is available for all students, on and off-campus.

We will advise if an eBook version is not available or if an online license has restricted access conditions and may suggest alternatives. If a suitable alternative is not available, the Library will purchase a limited number of print copies or licenses. If an unlimited user eBook is unavailable to the library, students are expected to purchase their own copy.

### Considering setting a textbook?

Submit an Online Content for my topic form: The Library can help find textbooks and alternative resources with an unlimited or open licence.