Introduction to bookmarking

Resource Lists are created by ‘bookmarking’ resources. The records you create, which include links to resource list items such as books, book chapters, e-books, journal articles and websites, are referred to as ‘bookmarks’. To be able to bookmark resources you need to first install the bookmark plugin which will display in the bookmark bar in your browser. See below for instructions.

Installing the bookmarking plugin

To insert the bookmarking tool you will need to have your bookmark bar open. How you open the bookmark bar differs for each browser so see the images below for help in how to do this.

Opening the bookmark bar in your browser

Chrome

1. Click the three-dot menu button.
2. Hover over ‘Bookmarks’.
3. Click ‘Show bookmarks bar’.

Internet Explorer

1. Right click the cog icon.
2. Click ‘Favorites bar’
**Firefox**

1. Click the ‘history and bookmarks’ button.
2. Click bookmarks.
3. Click ‘Bookmarking Tools’,
4. Click ‘View Bookmarks Toolbar’.
Adding the plugin to your browser

Please note, if you use multiple browsers, you will need to add the bookmarking plugin to each browser. If you use multiple device (e.g. a desktop computer and a laptop), you will also need to install the plugin on each device.

Navigate to ORLO at [http://readinglists.bodleian.ox.ac.uk/](http://readinglists.bodleian.ox.ac.uk/) and login.

1. Go to the 'My Bookmarks' page.
2. Click on the 'Install Bookmark Button'.
3. Click on 'Next'.
4. Click and drag ‘Add to My Bookmarks’ button to your bookmark bar.