

Linking to a Library Database: Oxford Biblical Studies

This handout demonstrates how to create a link in Moodle to an article stored in the Oxford Biblical Studies Online system.

Finding an Article

1. Access the Oxford Biblical Studies Online system through <http://www.gtu.edu/library/electronic-resources>.
2. Select **On-campus** if you are in your campus office or in a computer lab, or select **Off-campus** if you are accessing the databases from outside the consortium network.
3. Search for the article as you normally would.
4. In the upper-right hand corner of the screen, click the **Cite** button.
5. From the pop-up window, highlight the URL underneath **Chicago** and Copy the link to your computer's clipboard.




Adding the Link to Moodle

1. Go to the appropriate course in Moodle and turn editing on.
2. From the **Add a resource...** drop-down menu, select **Label**.
3. Since students will be accessing the article from both on-campus and off-campus locations, you will need to create two links in the label.
4. Type the author and title of the article or abstract, followed by a colon and the text "On-campus or Off-campus."

For example:

"Liturgy," in *A Dictionary of the Bible*: On-campus or Off-campus

5. Highlight the text "On-campus" or "Off-campus," depending on the location from which you originally accessed the article or abstract. Thus, if you are working from your campus office, highlight the text "On-campus."
6. Click the **Insert/edit link** button  from the text box toolbar.
7. Right-click and paste the link in the **Link URL** field.
8. Select **Open in new window** from the **Target** drop-down menu.
9. Click the **Insert** button.

10. Repeat steps 6 through 9 to create the link for the other location.
- a. In step 7, you will need to change the link slightly to accommodate the other access location.
 - b. An **on-campus** link looks like the following:
<http://www.oxfordbiblicalstudies.com/article/opr/t94/e1143>
 - c. An **off-campus** link looks like the following:
<http://0-www.oxfordbiblicalstudies.com.grace.gtu.edu/article/opr/t94/e1143>
 - d. The highlighted text demonstrates the difference between the two links.
 - e. If you are creating an **off-campus** link from an **on-campus** one, you must add the **0-** [*zero dash*] before the “www” and **.grace.gtu.edu** [*dot grace dot gtu dot edu*] after the word “com” – delete the indicated text to create an **on-campus** link from an **off-campus** one.

11. Once you have created the two links, click the **Save and return to course** button.

12. You will see an entry for the article with two hyperlinks following it.

For example:

“Liturgy,” in <i>A Dictionary of the Bible</i> :: On-campus or Off-campus

13. Your students will now be able to access the article or abstract no matter where they are connected to Moodle.

Note: when users click on the **Off-campus** link, they will be redirected to the GTU Library Login page for authentication before being able to view the Oxford Biblical Studies system.