

## **WHY eRes?**

- 24/7 access
- Accessible  
anywhere/everywhere
- Users' expectations/  
needs
- Growth of Distance  
Learning programs
- Popularity of online  
learning activities
- Commuter students at  
CSU
- Downloadable/printable  
reading
- No waiting for  
/traditional or physical  
reserves
- No need to have multiple  
copies on hand
- Simultaneous access to  
one copy
- Immediate access  
anywhere/any time
- Copyright management
- No overdue fines for  
physical reserves



## **WHAT IS eRes?**

- Electronic Reserves
- Online access to course readings
- New! web based service for CSU  
faculty/students

## **WHAT IS ON eRes?**

- Course reading
- Homework
- Syllabi
- Journal articles
- More...

## **LINK TO BLACKBOARD?**

<http://csuonline.blackboard.com/>

CHICAGO  
STATE  
UNIVERSITY

Academic Library

A STUDENT  
GUIDE TO

Electronic Reserves

eRes

<http://csu.docutek.com/eres>

# HOW TO USE eRes?

## FIND YOUR COURSE

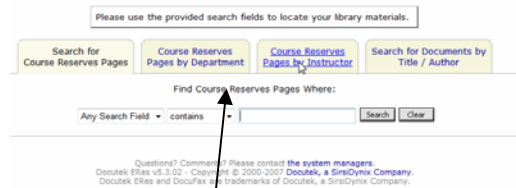
<http://csu.docutek.com/eres/>



Welcome to Docutek ERes

▶ [Electronic Reserves & Reserves Pages](#)  
Find your reserve materials here.

Click on the Search Page



Select a tab to search for your professor, department, or a keyword from your course title.



Select your class.

## LOG ON

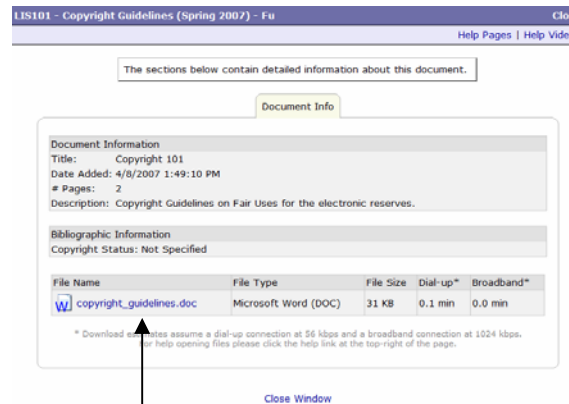


Enter the password. You can get one from your professor for a particular course page. Click on ACCEPT the copyright statement given in order to enter your course page.

## FIND YOUR READING



Click on the link to open the document



Open the document to view

## VIEW/SAVE/PRINT

To view the documents, applications are needed, such as Acrobat Reader, Word, Excel, PowerPoint, etc.

Save/print as needed.

## GETTING HELP

- Click **HELP** button located in the upper right hand portion of every screen.
- Watch **HELP VIDEO** located next to the **HELP** button
- Click on **SYSTEM MANAGERS** at the bottom of every page to send us a message.
- Email us at [reserve@csu.edu](mailto:reserve@csu.edu).
- Call us at 12699 on campus.
- Stop by the **CIRCULATION DESK** for further assistance.

