How to create public lists on indyreads

2024

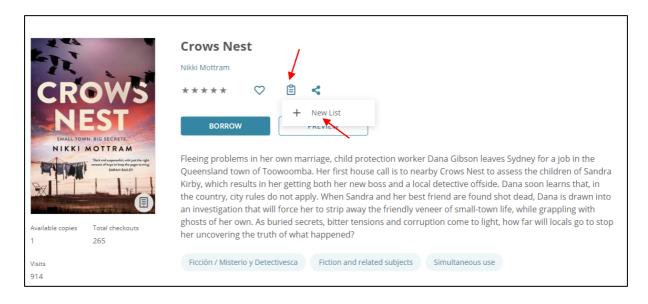


These instructions are for creating lists in the web browser version of indyreads: https://indyreads.libraries.nsw.gov.au/

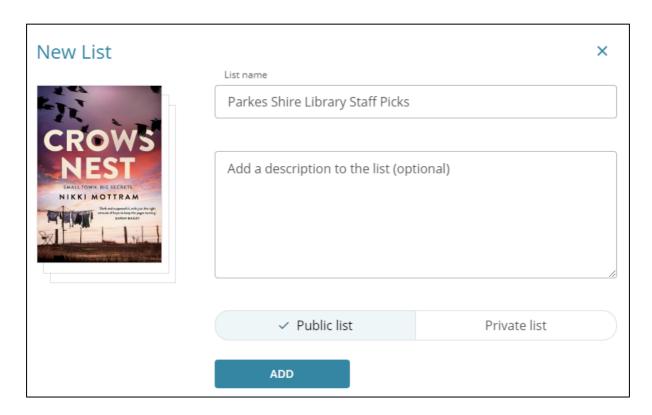
To create indyreads lists, you will need to log in. If you are creating a shared list that multiple staff will be updating, we suggest using a generic email address.

Lists could include Staff Picks, Recommended Reads, feature genres or subjects you'd like to promote and more.

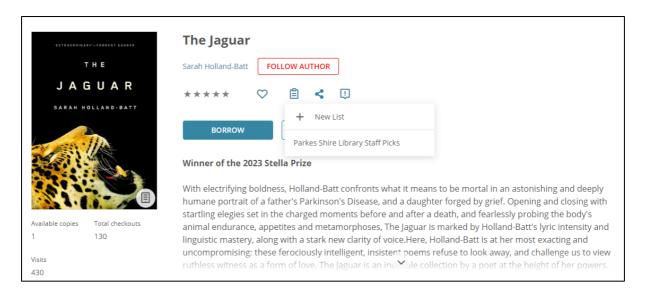
- 1. Log in to indyreads
- 2. Select a book you would like to add to a list and open the record by clicking View More.
- 3. Click on the clipboard and click on New List



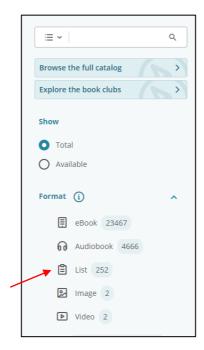
4. Enter a List name, select Public list so people can view it and click Add. This creates the list and adds this first item to it.



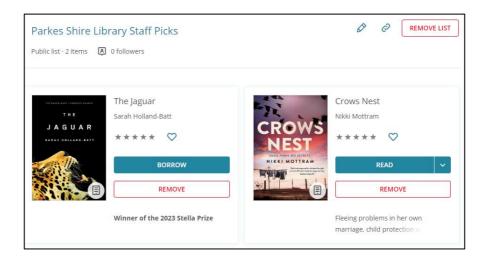
5. Now that you have created your list, you can continue adding books to it. Select the next book by opening the record and add it by clicking on the clipboard. Your list will appear as an option, select this to add the book. Repeat this process to add more books.



6. You can find your list by clicking the Search icon. Under the Format heading you will see List.



- 7. Click on List to see your list and other public lists.
- 8. Find your library's list and open it. Here you can see:
 - a. the status of the list (Public/Private)
 - b. the number of items, number of followers
 - c. the edit button which allows you to change the name and status
 - d. the chain icon which allows you to copy the direct URL for the list
 - e. remove items from the list and delete the whole list



- 9. You can use the URL for your promotional activities ie, embed the link to a list in a newsletter or social media posts.
- 10. Once a Staff Picks list for your library has been created, let <u>Ross Balharrie</u> know and he will add it to the Staff Picks carousel on indyreads.
- 11. If you prefer, you can also create lists in the indyreads app, the process is basically the same, just look for the clipboard icon to create your list and add items.