

Conference repository: quick start

The conference repository is an installation of [Intralibrary](#) by Intrallect, residing on the server of the CETL for Reusable Learning Objects.

First login

1. Point your browser to <http://www.rlo-cetl.ac.uk:8080/> (the http:// is necessary)
2. Enter your username and password (case-sensitive) and press **Login**
3. On successful login, fill in the **User Profile** form (required) and change password if you want (optional), then press **Submit Profile**
4. In the **Usage Agreements** screen click the **View** link for the conference usage agreement
5. In the **Usage Agreement** popup click **Accept**
6. On the return page, ensure that the Accept radio button is checked then press **Update**
7. repeat steps 4-6 for the Repository Usage Agreement - this enables access to the learning objects released by the RLO-CETL.
8. You should now be on the **Browse Library** screen

NB: You only need to agree to these agreements on your first login.

Viewing conference learning objects

In the Browse Library screen:

- click the plus sign by **Library** on the left hand side to expand the classifications
- click plus by **Conference** to expand that view
- choose **Main**
- the conference LOs should appear in the right hand section.

You can also view all LOs by going into **Advanced Search**, setting "Choose collection" as the constraint, choosing "Health RLO Conference" as the collection, then pressing **Search**.

Using learning objects



Run LO in preview mode (opens new window/tab)



View LO metadata (opens popup window)



Download LO (if stored in the repository - not possible for web resources)

If you have any problems or queries, contact fred.riley@nottingham.ac.uk, 0115 82 30865

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