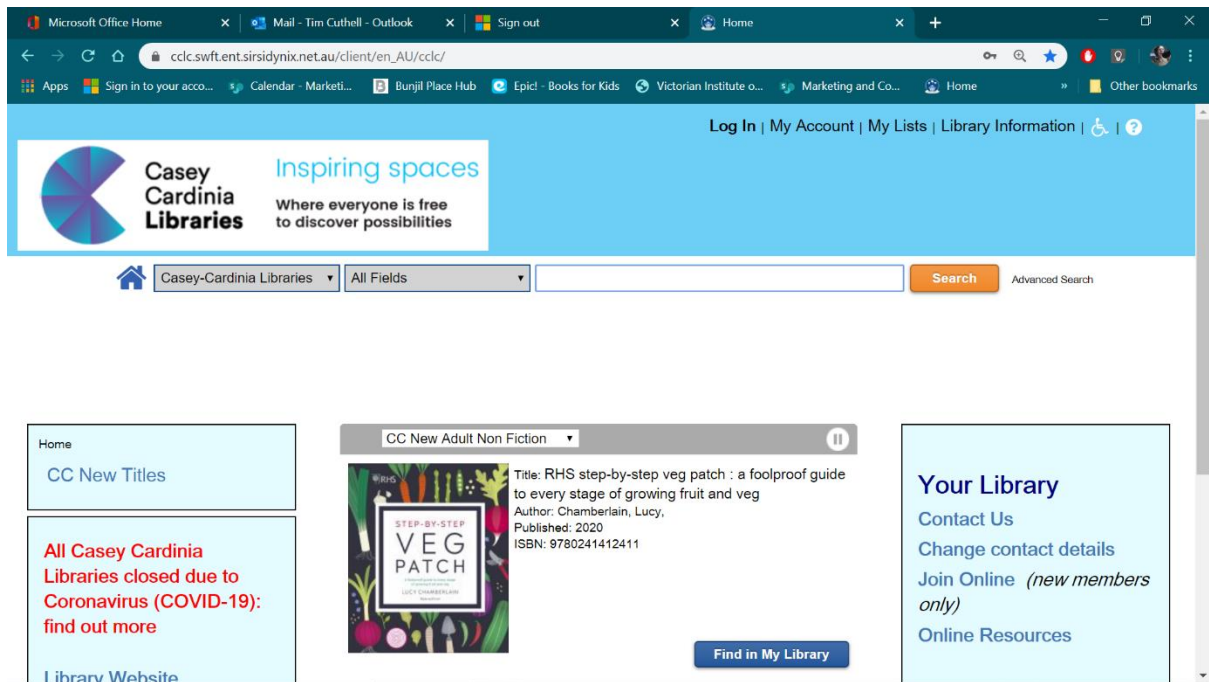


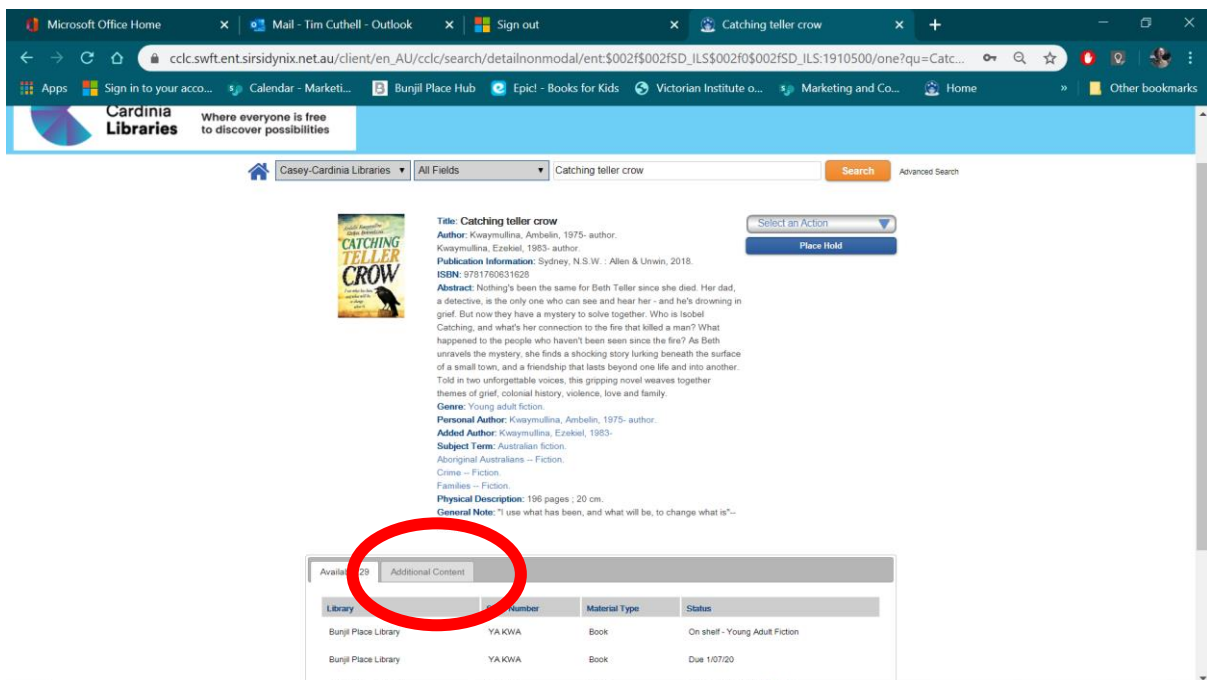
# Creating Catalogue Reviews for the website –from home

Did you know we can actually improve the catalogue by providing reviews for the items we have watched and read? The online catalogue lets us add reviews for items under the additional information listed for each catalogue entry.

Step 1. Go to the Library catalogue Catalogue and search for an item you've read or watched or listened to.



Here's this really awesome book I read last month for the YA bookclub. If you click on the additional content tab below, it will bring up heaps of stuff about the book – including a review function!



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Step 2. If you scroll down the page you will find the Reader Reviews section. It might have a review already, like this one I did for a book by Philip Pullman so you can write your own review. Or it might be waiting for a review in which case it says Be the First to Write a Review.

The screenshot shows two side-by-side panels from a website. The left panel is titled 'Professional Reviews' and features the 'BOOKS PUBLISHING' logo. Below the logo, there is a section for 'Books+Publishing' with a short review snippet. Underneath, the 'Reader Reviews' section is empty, with a button that says 'Be the First to Write a Review' circled in red. Below that is a 'Tags' section with a grid of category tags like 'Australian stories', 'ghosts', 'supernatural', etc., and a 'Browse Tags' button. The right panel is titled 'Reader Reviews' and shows a review for a book by Philip Pullman. At the top right of this panel, the text 'What do you think? Write your own review' is circled in red. Below the review text is a star rating and a 'Browse Tags' button.

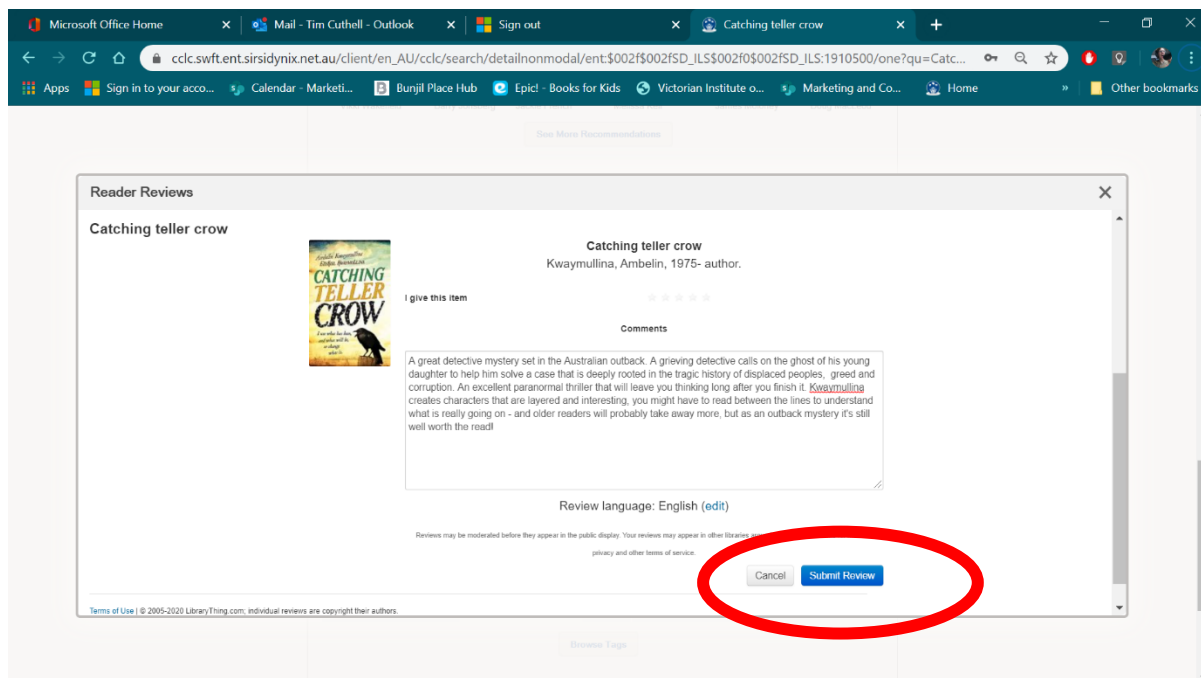
Step 3. It will ask you to sign in or create a @mylibrary account so you can place reviews. This is a safety thing so that spammers don't just bad mouth the items. You can enter your work email and create a user name and password. My username was tc2020. You can use anything but remember it will appear next to reviews so don't include your full name - keep your identity safe online.

The screenshot shows a web browser window with a sign-in/sign-up modal for '@MyLibrary'. The modal title is 'Reader Reviews' and the page title is 'The definitive guide to Philip Pullman's His dark materials'. It prompts the user to 'Sign up or sign in using a popular website' with buttons for Facebook and Twitter. Below that, it says 'or' and provides a form for '@MyLibrary' with fields for 'User name', 'Email', 'Password', and 'Verify Password'. There are 'sign in' and 'Cancel' buttons at the bottom of the form. A 'Terms of Use' link is visible at the bottom left of the modal.

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Step 4. You can now write a short review (keep it under 500 characters if you can) letting people know what the item has to offer. Who might like it? Was it a long or short read. What sort of story/album or movie was it?

Re-read your review before you post it. I made heaps of spelling errors in my first one.



Step 5. Click Submit Review when you done.

Sometimes it freezes and it looks like it hasn't submitted. So just click the x in the corner to finish.

The reviews take a little bit of time to be approved by mediators at the other end. So if you go back into the catalogue straight away – and your review isn't up – don't worry too much. It does appear after a little while.

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