Resource Lists: Information on lists to be archived

We have been using our current Resource List system, Leganto, since 2017. As a result, there may be up to six different versions of a Resource List available to students. Pre-current lists are not maintained by the Library and many may have broken links or may not provide access to the e-books we have purchased since the pre-current lists were set up.

In September, Library Committee approved the Library's proposal to introduce a Resource Lists Retention Policy. It was agreed that the Library will provide access to Resource Lists for the current academic year plus the two previous academic years.

Therefore, Resource Lists from academic years 2017/18, 2018/19 and 2019/20 will be archived on **Tuesday 10 January 2023**. Course Organisers and students will continue to have access to Resource Lists published for courses in 2020/21, 2021/22 and 2022/23.

Archived lists are not deleted and can be re-instated on request, if required, at any time.

Going forward, the Library team will archive the oldest Resource Lists immediately after rollover each year (each June). As an example, this means that in June 2023, lists from 2020/21 will be archived and lists from 21/22, 22/23 and 23/24 will be available to students and Course Organisers.

Reducing the number of versions of a course Resource List should also make it easier for Course Organisers to manage their lists.

Before lists are archived on 10 January, if students and staff would like to keep copies of older lists, they can export

earlier versions of lists to a variety of formats. Information on how to export a Resource List to a PDF or Word document is available on the Resource Lists FAQ pages for [Course Organisers](#) and [Students](#)

In general, student usage of pre-current lists is extremely low or non-existent. However, there is a small number of pre-current Resource Lists still in regular use. The Library team will contact the relevant Course Organisers before 10 January to discuss how best to manage these lists. If you already know that you are using a list that's not associated with 2022/23 course code (check the code at the top of your list), please get in touch.