

Instructions for Accessing E-Reserves

1. Enter the Collin County Community College website address: www.ccccd.edu
2. From the College Home Page Use the Quick Links Pull Down Menu to access the “Library (LRC)” Home Page
OR
Enter the College website address: www.ccccd.edu/cs/lrc/lrc.html
3. Click on: “Ereserves . . . electronic access to course reserves” option
(3rd bulleted item)
4. Click on: “Electronic Reserves and Reserves Pages”
5. Use any of the tabs to locate instructor, course or document. For example:
Click on: “Course Reserves Pages by Instructor” Tab

Use the Drop Down Menu to locate Instructor
Click on: Instructor’s Name
Click on: “View”
6. All courses associated with the instructor are displayed
Click on: desired course
7. To enter the Ereserves system you must accept the Copyright responsibilities.
Click on: “Accept”
8. Titles and or Folders for this course will be displayed
Click on: Title you want to see

The Document Information Screen is displayed

Click on: Desired Filename

Adobe Acrobat will open and the requested file will be displayed.
You may read or print the file.