# eShare FAQs

**1. What is eShare?**

eShare is a digital repository developed to manage Edge Hill University's teaching and learning resources.

**2. Who is responsible for eShare?**

eShare is a new university service managed by Learning Services.

**3. What are the benefits of eShare and why do we need it?**

- It's web-based and can be accessed anytime, anywhere
- Resources can be located quickly and easily
- Resources can be stored in eShare and linked to multiple courses in Learning Edge
- Linked eShare resources open much more quickly than files that have been uploaded to Learning Edge (creating a better user experience)
- Resources can easily be modified, shared and combined to create new resources
- eShare stores any type of digital resource
- Teachers and teams can share resources across the university
- Intellectual property and moral rights are acknowledged and protected
- Teachers have access to current versions of teaching and learning resources on-campus, at home and in the workplace
- Savings are made in product development through sharing and re-use of existing resources
- Learning Edge file storage is reduced

**4. What types of resources can be contributed to eShare?**

The eShare repository is for teaching and learning resources created by staff at Edge Hill University. Purchased teaching and learning resources may also be added to eShare with the necessary licence information included and the associated viewing and access permission included in the repository record for the resource.

**5. What file formats does eShare support?**

View the complete list at this link http://www.eshare.edgehill.ac.uk/cgi/search/advanced

**6. Can I upload materials to eShare?** Yes if you are an Edge Hill Staff member. You will be required to enter your university username and password. Please contact the eShare team for assistance with this. eshare@edgehill.ac.uk

**7. How do I contribute my teaching and learning resources?**

eShare has an easy-to-follow wizard to assist with contributing a resource. Please refer to the guide 'Uploading Resources to eShare' available from the eShare Help Page.

Before contributing your resource/s to eShare you should ensure that it meets copyright requirements. Resources should be labelled with the relevant copyright notice and date and all authors must be acknowledged. Refer to 'Staying Legal in eShare' for further information, available from the eShare Help Page. 2

**8. Do I need special software?**

No. eShare requires only a standard web browser.

**9. How many items can I deposit?**

There is no limit on the number of items an individual or team can submit to eShare. If you have a large number of resources you wish to add, we may be able to assist you to bulk upload them.

**10. Is there a limit on file size?**

No. Certain web browsers may apply a limit.

**11. What are the long term plans for eShare? Will it be around in 5 years time?** eShare represents a long term commitment by Learning Services to provide an efficient way to manage and share the teaching and learning resources of the university.

**12. How do I link to resources in eShare from the VLE (Learning Edge)?**

Please refer to the guide eShare Guide Uploading Items.

**13. Who will be able to access the teaching materials in eShare?**

Most teaching materials will be restricted to Edge Hill staff and students. However, it is possible to set up public collections of teaching materials, for example as a showcase for potential students.

**Do you have a question that's not in this list?**

**Please contact the eShare team** eshare@edgehill.ac.uk