Building a Best Practices Team: Creating Stronger Online Tutorials Together

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Creating Stronger Online Tutorials

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- Improve the quality and quantity of UI Libraries tutorials
- Develop policies, procedures, and training materials for tutorial production.
- Collaborate with other UI libraries to share ideas, avoid duplication of effort, and improve consistency.

2nd Base: Methods
- Identified interested librarians to serve on taskforce
- Investigated Jing, Panapto, Camtasia, & Captivate
- Decided which products to purchase & support
- Developed a list of needed resources to improve support for creating online tutorials.

3rd Base: Results
- Developed a SharePoint site for tutorials
- Created a software features chart
- Created a “Choosing Software” Guide. (Jing for quick “on the fly” projects, Camtasia for polished tutorials and Panopto for lecture capture)
- Developed guidelines for tutorial design
- Created training materials
- Offered future training sessions for interested staff

Home Base: Conclusion
By creating training materials and guidelines for staff, it is expected that staff who are unfamiliar with tutorial creation will be more likely to get involved. This may result in a greater number of training materials to serve patrons’ needs. By inviting librarians from all the different libraries on campus to work on this project, the University libraries will have unified efforts to create better materials for their users.