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A Practical Guide for Librarians

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Molly Virello

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Infographics Beverley E. Crane, 2015-12-17 Designed for librarians who work with all age levels from youngsters to seniors at all educational reading and language backgrounds who must fulfill responsibilities that run the gamut from instructing patrons on information literacy skills to using electronic tools to marketing the library to locating funding Infographics A Practical Guide for Librarians provides librarians with the following Section I Infographics 101 contains definitions history importance in today s society types and examples advantages and disadvantages general uses uses in libraries tools for creation and design tips Section II Practical applications show how to use infographics in academic public special and school libraries Included are visual examples and step by step instructions to create two infographics Included in each section are exercises tables with URLs to more ideas and materials and references. This practical guide will help every type and size of library use infographics as a powerful part in their 21st century game plan Whether it s marketing the public library improving students information literacy skills in a school library or showcasing the accomplishments of the academic library infographics can be a vital part of the library s playbook. The book describes ways to use infographics to raise funds for a public libraryteach critical thinking and 21st century skills in the school libraryillustrate why libraries matter by relaying value of academic librariesmarket the libraryimprove information literacy in academic settingsadvocate for **Graphic Design** Valerie Colston, 2019-01-29 This book will help librarians complete graphic resources and services design projects with creativity and skill Written specifically for librarians it starts with the basics of design and builds on those skills It is a guide that is relevant to those just learning to create designs and those who have been creating visuals for **Exhibits and Displays** Carol Ng-He, Patti Gibbons, 2021-04-13 Exhibits and displays are booming and in many years demand at all types of libraries From simple displays of books to full scale museum quality exhibitions library exhibits can highlight collections that surprise visitors tell stories and engage audiences in innovative ways Often exhibits feature more than books showcasing art photographs archival materials multimedia elements as well as hands on activities Stepping outside traditional walls digital exhibits reach audiences beyond the circulation desk and pave another way for libraries to share information promote resources and even lead change in the community Despite the growing interest most library and information science LIS programs do not include exhibit development courses It is not uncommon for librarians learn exhibit production on the job or through resources in the museum sector Wearing many hats librarians absorb exhibit work as part of community outreach initiatives or take on exhibit duties as a general professional interest in the emerging field Exhibits Displays is a practical how to guide that helps librarians unleash their library's potential to engage and wow visitors. The quide explains how to kick start and grow an exhibit program through expert advice insights from professional literature and winning case studies that cover exhibition development from conceptual planning through de installation packing and evaluation Exhibits Display A Practical Guide for Librarians covers Pre planning Curation and content development Project

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and applied to any library setting Ideas exist to help librarians learn from successes and mistakes and establish an engaged and productive online learning community Mroczek identifies the pros and cons of different options available for online instructions tips and tricks for engaging various audiences and strategies for hybrid learning Technical tips include pros and cons of various online platforms and streaming services an in depth look at Zoom and a guide to evaluate and recommend specific digital resources in categories from content curation to games to calendars and scheduling Guidelines for navigating copyright law and staying up to date with accessibility standards serve as an educational starting point for librarians managers and program designers As technology online instruction and librarianship continue to evolve this book will help librarians navigate the ever changing functions and offer better instruction for their communities **Learning** Beverley E. Crane, 2016-12-01 Designed for experienced librarians librarians new to the profession and library school students OnlineTeaching and Learning A Practical Guide for Librarians provides a comprehensive framework that encompasses all aspects of planning designing creating implementing and assessing online learning for all types of libraries including public academic special and K 12 It also provides a valuable guide for teachers administrators and other educators Online Teaching and Learning A Practical Guide for Librarians features three main sections Section I Theory into Practice forms the basis in theory of learning that ultimately influences practice It includes definition importance in today s society benefits and challenges and categories and types of online learning with examples to illustrate each Section II Creating Online Instruction explores how to create an online course describing components and stepping through the process using a model on the topic of information literacy Design and instructional tips for creating other types of online instruction are also given Section III Practical Applications provides examples of different types of online instruction and materials in all types of libraries Then step by step detail explains how librarians can create this type of instruction and or learning materials on their own Included are worksheets handouts and exercises Online Teaching and Learning A Practical Guide for Librarians puts it all together to provide what the library must consider as it prepares for this new challenge and opportunity It provides a comprehensive guide instructing online programs how to employ library services as part of their program It is also designed to instruct librarians to incorporate the skills necessary to build a virtual library environment and teach the skills required to meet the needs of online learners As the educational landscape changes with blended and online learning taking center stage new and established librarians need a guide to inform them of skills they will need and show them how to create the resources for their new online audience Finding and Using U.S. Government Information Bethany Latham, 2018 The United States Federal Government produces a massive trove of valuable information but these resources are often difficult to locate and utilize requiring the addition of another layer of cognizance and expertise to the librarian s traditional skill set Finding and Using U S Government Information A Practical Guide will Serve as a guide to the vast universe of government information with a special focus on digital methods of delivery Provide librarians with the tools they need to understand how

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Instructional Design Essentials Sean Cordes, 2018 One stop guide for library teaching providing real life examples and documents professional insights and templates and exercises designed to increase library instruction effectiveness

Making the Library Accessible for All Jane Vincent, 2014 Any library open to the public has a legal and ethical obligation to make their services accessible This book is intended to be a single source guide relevant to all library functions that librarians can easily refer to when planning remediating or evaluating for accessibility It has a unique holistic perspective as well as an emphasis on perceiving people with disabilities as providing resources to meet a common goal rather than as a population to be served Accessibility is becoming an issue that libraries can no longer ignore Making the Library Accessible for All provides a holistic guide to accessibility that addresses common issues and gives strategies for responding to unique situations Topics addressed include Increasing effectiveness of interactions with patrons who have disabilities Interpreting the real intent behind architectural and website accessibility guidelines Making events and trainings inclusive for everyone

Making Library Websites Accessible Laura Francabandera, 2018-05-25 Every person has the right to access information and the right to succeed regardless of their capabilities or the challenges they face These challenges can be even more difficult when accessing information online Libraries often adopt new web technologies in an effort to quickly and widely promote information access and education but they must always be aware that not all patrons are able to access those technologies in the same manner and at the same level Making Library Websites Accessible provides practical information on web accessibility specific to the processes and concerns of libraries It includes the basics of web accessibility standards laws and regulations as well as accessibility testing templates Features include Real life scenariosChecklists for accessibility testing Accessibility testing formsGuidelines for negotiations with library vendors **Creating Online Tutorials** Hannah Gascho Rempel, Maribeth Slebodnik, 2015-07-16 Many librarians don t have the technical expertise needed to create online tutorials Creating Online Tutorials A Practical Guide for Librarians will help guide them through the basics of designing and producing an online tutorial Reaching Diverse Audiences with Virtual Reference and Instruction Meredith Powers, Laura Costello, 2019-04-15 Reaching Diverse Audiences with Virtual Reference and Instruction features practical advice for teaching and serving diverse audiences using a mix of new technologies and old school librarianship The guidebook aims to provide a range of options that can be adapted for your community s needs **Creating a Tween Collection** Karen M. Smith, 2019-04-15 Specialized collections for tweens or middle schoolers are relatively new and becoming increasingly

popular This Practical Guide gives librarians everything they need to create such a collection Beginning with a brief description of the early adolescent brain and developmental stages and a history of youth and teen services in libraries Creating a Tween Collection provides a solid foundation on which librarians can build support for such a collection In addition librarians will be given specific criteria for what constitutes tween literature guidelines for forming parameters that will work for their community and suggestions for using reviews and other sources in selecting appropriate materials and dealing with controversial titles Finally readers will learn how to re allocate spaces and budgets and how to market their new collection to patrons This is a must read for librarians who are looking to build a middle school collection in order to better serve their patrons This book Provides rationale about the importance of a specialized Tween Collection Gives specific examples for both fiction and nonfiction books databases and websites Provides guidance for creating diverse collections and tips for dealing with possible challenges Includes numerous case studies and booklists <u>Creating a Learning Commons</u> Lynn D. Lampert, Coleen Meyers-Martin, 2019-01-24 Creating a Learning Commons A Practical Guide for Librarians also includes useful case studies interviews descriptions of equipment and new technologies and models for planning marketing and assessing projects **Providing Reference Services** John Gottfried, Katherine Pennavaria, 2017 Providing Reference Services A Practical Guide for Librarians was written with the working librarian in mind it focuses on specific methods and information to help foster effective exceptional results Topics covered include Reference services basic information and background Reference resources and tutorials Organizing and providing services Staffing and performance management Forming helpful partnerships internal and external The future of reference Readers will come away with a solid foundation in reference services. They will have the knowledge to update or restructure an existing reference program or to create a program from the ground up Individual chapters and subsections provide constructive tips and advice for specific reference issues Taken as a whole this book provides a valuable inclusive source of information for all major aspects of reference service Providing Reference Services is an appropriate resource for nearly all librarians in public service positions especially those with reference responsibilities whether they are working reference librarians at any level of experience reference supervisors or administrators with oversight of reference services. The content is relevant to academic public school and special libraries any library or organization in fact that offers reference or research assistance source for nearly all librarians in public service positions especially those with reference responsibilities whether they are working reference librarians at any level of experience reference supervisors or administrators with oversight of reference services The content is relevant to academic public school and special libraries any library or organization in fact that offers reference or research assistance source for nearly all librarians in public service positions especially those with reference responsibilities whether they are working reference librarians at any level of experience reference supervisors or administrators with oversight of reference services The content is relevant to academic public school and special libraries any library or organization in fact that offers

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