ISLE Open Educational Resources Library Instructions

September 23, 2015

ilsharedlearning.org
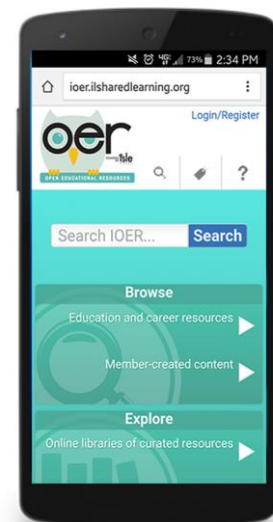

IOER Libraries

- Instructions for Organizations
    - Open Libraries
    - Add Members
    - Curate Resources
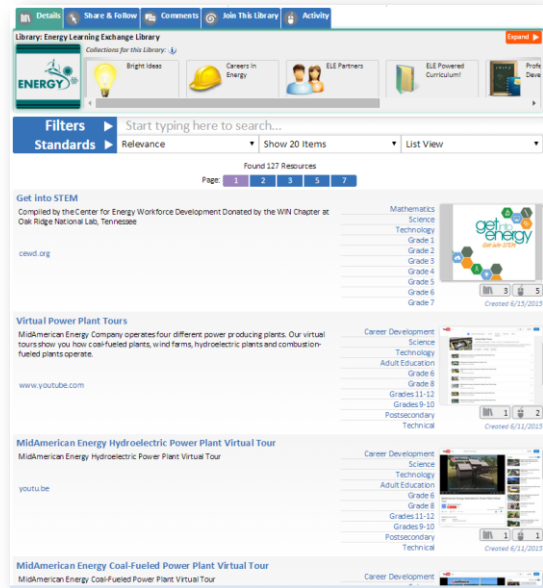
ilsharedlearning.org

Libraries

Libraries are the best way to share and organize educational resources in collections. Organizations can have private libraries for staff only and public libraries for students and parents/guardians.

- Anyone can open a personal library and make it public or private.
- Organizations, such as schools, can have multiple libraries that are public or private.
- Public libraries can be searched and seen by all users.
- Private libraries can include selected members and is only seen by members.
- Libraries can have collections for further cataloging resources.
- Any library can be copy/pasted into other websites for seamless access. The library widget works much like embedding YouTube videos.
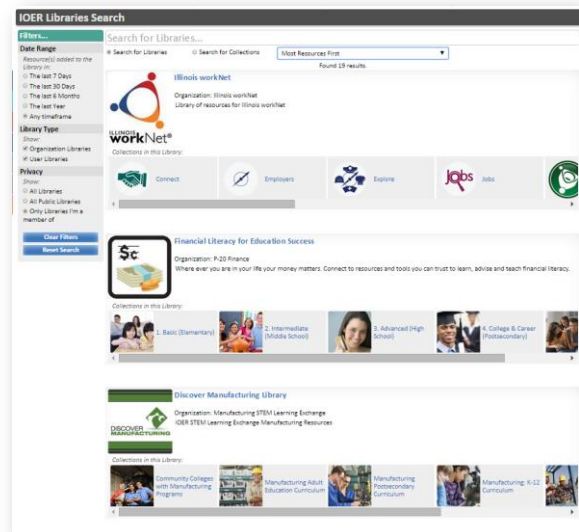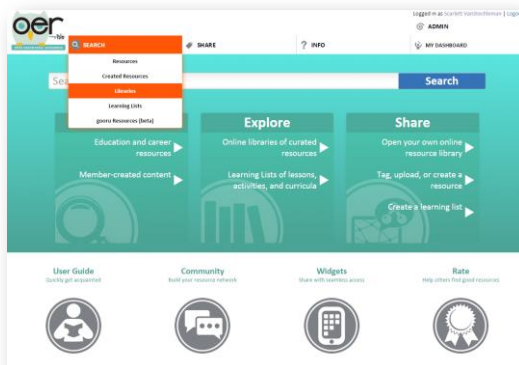
3

Libraries

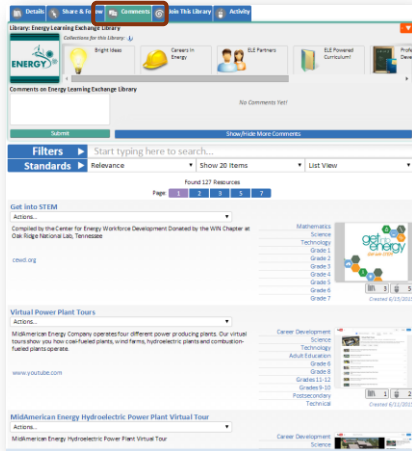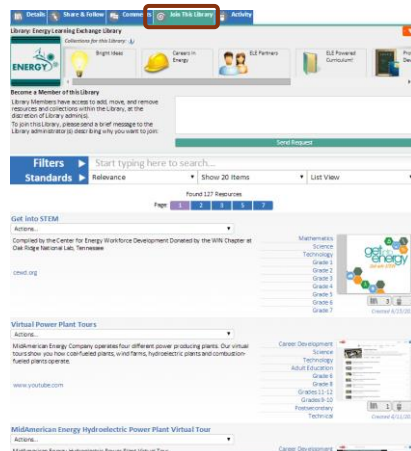See all public libraries and your private libraries.

4

Libraries

Like and Comment.

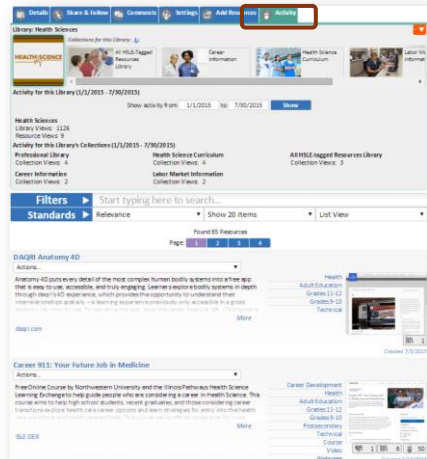
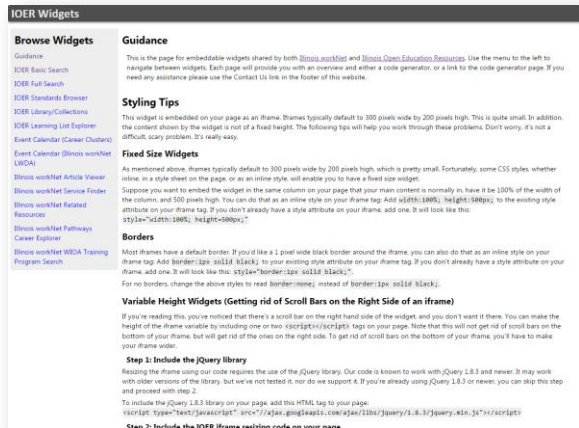Request to become a member with permissions to curate.

Libraries

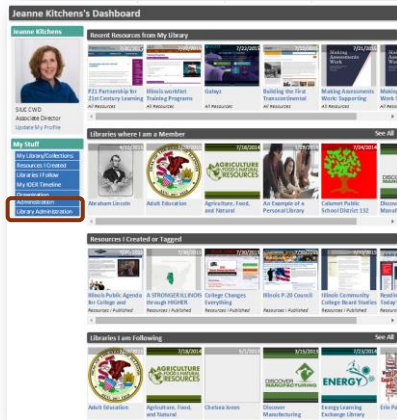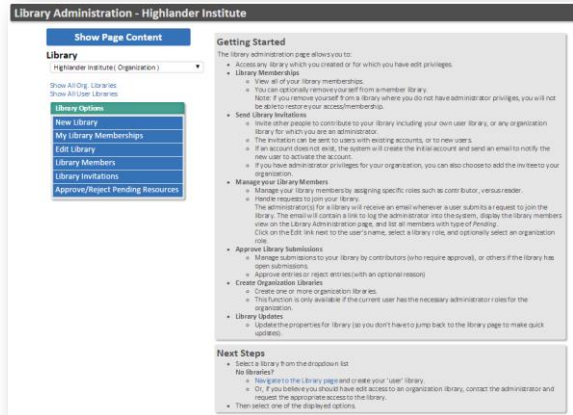See usage statistics.

See widget samples in the sites' footer.

Manage Libraries

All users manage libraries from their dashboard.

Login and select   **MY DASHBOARD**

Jeanne Kitchens's Dashboard

- Select an existing library
- Open new libraries
- Update libraries
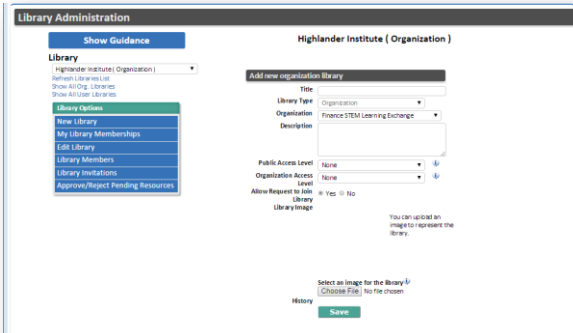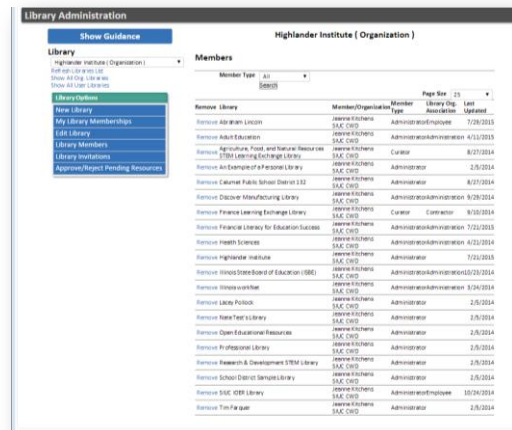- See and invite members
- Approve or reject resources

Library Administration - Highlander Institute

Show Page Content

Library
Highlander Institute (Organization)

Show All Org. Libraries
Show All User Libraries

Library Options
New Library
My Library Memberships
Edit Library
Library Members
Library Invitations
Approve/Reject Pending Resources

Getting Started

The library administration page allows you to:
- Access any library which you created or for which you have edit privileges.
- Library Memberships
- Send Library Invitations
- Manage your Library Members
- Approve Library Submissions
- Create Organization Libraries
- Library Updates

Next Steps

7

Manage Libraries

Add new libraries.

Library Administration

Show Guidance   Highlander Institute (Organization)

Library
Highlander Institute (Organization)
Refresh Libraries List
Show All Org. Libraries
Show All User Libraries

Library Options
New Library
My Library Memberships
Edit Library
Library Members
Library Invitations
Approve/Reject Pending Resources

Add new organization library

Title
Library Type Organization
Organization Finance STEM Learning Exchange
Description

Public Access Level None
Organization Access Level None
Allow Request to Join Library Yes No
Library Image

Select an image for the library
Choose File No file chosen
History
Save

See your library memberships and remove them.

Library Administration

Show Guidance   Highlander Institute (Organization)

Library
Highlander Institute (Organization)

Members

8

4

Manage Libraries

Edit libraries.

See and remove library members.

Manage Libraries

Send library membership invitations.

Approve or reject pending resources.

Contact the IOER Team:

Online contact form: http://www2.illinoisworknet.com/Pages/Contact-Us.aspx
Email: info@siuccwd.com

ilsharedlearning.org

Sponsored by:
Illinois Department of Commerce and Economic Opportunity
and Illinois State Board of Education