

ISLE Open Educational Resources Library Instructions

August 2, 2015



Ilsharedlearning.org

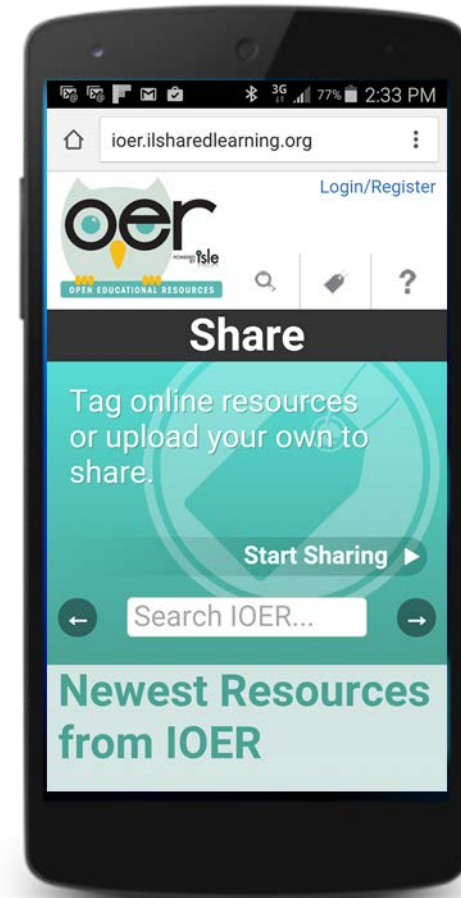


IOER Libraries

- 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.

The screenshot displays the 'Energy Learning Exchange Library' interface. At the top, there are navigation tabs: 'Details', 'Share & Follow', 'Comments', 'Join This Library', and 'Activity'. Below these, the library title 'Library: Energy Learning Exchange Library' is shown, along with an 'Expand' button. A section titled 'Collections for this Library:' features several icons: 'Bright Ideas' (lightbulb), 'Careers In Energy' (hard hat), 'ELE Partners' (two people), 'ELE Powered Curriculum!' (book), and 'Profe Deve' (laptop). A search bar with the placeholder 'Start typing here to search...' is present, along with a 'Filters' dropdown set to 'Standards' and a 'Relevance' dropdown. The page indicates 'Found 127 Resources' and shows pagination for pages 1, 2, 3, 5, and 7. The main content area lists three resources:

- Get into STEM**: Compiled by the Center for Energy Workforce Development. Includes a 'get into energy' graphic and a list of subjects (Mathematics, Science, Technology) and grades (Grade 1-7). Created 6/15/2015.
- Virtual Power Plant Tours**: MidAmerican Energy Company operates four different power producing plants. Includes a list of subjects (Career Development, Science, Technology, Adult Education) and grades (Grade 6-12, Postsecondary, Technical). Created 6/11/2015.
- MidAmerican Energy Hydroelectric Power Plant Virtual Tour**: Includes a list of subjects (Career Development, Science, Technology, Adult Education) and grades (Grade 6-12, Postsecondary, Technical). Created 6/11/2015.



Libraries

See all public libraries and your private libraries.

oer
SEARCH SHARE INFO MY DASHBOARD ADMIN

IOER Resources
IOER Libraries
IOER Learning Lists
gooru Resources (beta)

Learning Lists

Build a curriculum, or an entire course

Browse Learning Lists

Search IOER...

Newest Resources from libraries I follow

- Illinois Incubators-Workspaces-Tech Park
- File: The Plans: A Step-by-Step Business Plan Workbook
- File: Business Startup Feasibility Checklist
- Allowance and Tips
- Just for you: Parents

Latest posts from the IOER Community

Jeanne Kitchens
#IOER pulls together a wealth of career and education resources including digital libraries that have made their collections of images and documents available with #CreativeCommons attribution licenses. The Walters Art Museum is one of the thousands of

IOER Libraries Search

Search for Libraries... Search for Collections Most Resources First Found 19 results.

Illinois workNet

Organization: Illinois workNet
Library of resources for Illinois workNet

ILLINOIS workNet®
Collections in this Library:

- Connect
- Employers
- Explore
- Jobs

Financial Literacy for Education Success

Organization: P-20 Finance
Where ever you are in your life your money matters. Connect to resources and tools you can trust to learn, advise and teach financial literacy.

Collections in this Library:

1. Basic (Elementary)
2. Intermediate (Middle School)
3. Advanced (High School)
4. College & Career (Postsecondary)

Discover Manufacturing Library

Organization: Manufacturing STEM Learning Exchange
IOER STEM Learning Exchange Manufacturing Resources

Collections in this Library:

- Community Colleges with Manufacturing Programs
- Manufacturing Adult Education Curriculum
- Manufacturing Postsecondary Curriculum
- Manufacturing: K-12 Curriculum





Libraries

Like and Comment.

Request to become a member with permissions to curate.





Libraries

See usage statistics.

Library: Health Sciences

Activity for this Library (1/1/2015 - 7/30/2015)

Health Sciences
Library Views: 1126
Resource Views: 9

Activity for this Library's Collections (1/1/2015 - 7/30/2015)

Professional Library Collection Views: 4	Health Science Curriculum Collection Views: 4	All HSLC-tagged Resources Library Collection Views: 3
Career Information Collection Views: 2	Labor Market Information Collection Views: 2	

Filters Start typing here to search...

Standards Relevance Show 20 Items List View

Found 65 Resources

Page: 1 2 3 4

DAQRI Anatomy 4D

Actions...

Anatomy 4D puts every detail of the most complex human bodily systems into a free app that is easy to use, accessible, and truly engaging. Learners explore bodily systems in depth through daqri's 4D experience, which provides the opportunity to understand their interrelationships spatially – a learning experience previously only accessible in a gross anatomy lab. How to use: To test-drive the app, open the target image at left. (This target is

daqri.com

Career 911: Your Future Job in Medicine

Actions...

Free Online Course by Northwestern University and the Illinois Pathways Health Science Learning Exchange to help guide people who are considering a career in Health Science. This course aims to help high school students, recent graduates, and those considering career transitions explore health care career options and learn strategies for entry into the health care workforce and health related fields. This course earns official recognition for work.

ISLE OER

See widget samples in the sites' footer.

IOER Widgets

Browse Widgets

- Guidance
- IOER Basic Search
- IOER Full Search
- IOER Standards Browser
- IOER Library/Collections
- IOER Learning List Explorer
- Event Calendar (Career Clusters)
- Event Calendar (Illinois workNet LWIA)
- Illinois workNet Article Viewer
- Illinois workNet Service Finder
- Illinois workNet Related Resources
- Illinois workNet Pathways Career Explorer

IOER Library/Collections

IOER Libraries provide many ways for you to tag, contribute, create, organize and share your learning resources with fast and easy-to-use tools that allow for public and private settings. User and Organizational Libraries allow individuals and groups to quickly categorize their learning resources in so many ways.

Sample:

Illinois workNet

Browse All Collections:

- Connect
- Employers
- Explore
- Jobs

Collection: User Guides

Configure your own:

The Library and Collections widget configuration is Library-specific, so to setup a Library widget, please [visit the desired Library](#) and configure the widget from its Share tab.





Manage Libraries

All users manage libraries from their dashboard.

Login and select



- 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**
 - View all of your library memberships.
 - You can optionally remove yourself from a member library. Note: if you remove yourself from a library where you do not have administrator privileges, you will not be able to restore your access/membership.
- **Send Library Invitations**
 - Invite other people to contribute to your library including your own user library, or any organization library for which you are an administrator.
 - The invitation can be sent to users with existing accounts, or to new users.
 - If an account does not exist, the system will create the initial account and send an email to notify the new user to activate the account.
 - If you have administrator privileges for your organization, you can also choose to add the invitee to your organization.
- **Manage your Library Members**
 - Manage your library members by assigning specific roles such as contributor, versus reader.
 - Handle requests to join your library. The administrator(s) for a library will receive an email whenever a user submits a request to join the library. The email will contain a link to log the administrator into the system, display the library members view on the Library Administration page, and list all members with type of *Pending*. Click on the Edit link next to the user's name, select a library role, and optionally select an organization role.
- **Approve Library Submissions**
 - Manage submissions to your library by contributors (who require approval), or others if the library has open submissions.
 - Approve entries or reject entries (with an optional reason)
- **Create Organization Libraries**
 - Create one or more organization libraries.
 - This function is only available if the current user has the necessary administrator roles for the organization.
- **Library Updates**
 - Update the properties for library (so you don't have to jump back to the library page to make quick updates).

Next Steps

- Select a library from the dropdown list
No libraries?
 - Navigate to the Library page and create your 'user' library.
 - Or, if you believe you should have edit access to an organization library, contact the administrator and request the appropriate access to the library.
- Then select one of the displayed options.





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: _____
You can upload an image to represent the library.

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)
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

Members

Member Type: All

Search: _____

Page Size: 25

Remove Library	Member/Organization	Member Type	Library Org. Association	Last Updated
Remove Abraham Lincoln	Jeanne Kitchens SIUC CWD	Administrator	Employee	7/29/2015
Remove Adult Education	Jeanne Kitchens SIUC CWD	Administrator	Administration	4/11/2015
Remove Agriculture, Food, and Natural Resources STEM Learning Exchange Library	Jeanne Kitchens SIUC CWD	Curator		8/27/2014
Remove An Example of a Personal Library	Jeanne Kitchens SIUC CWD	Administrator		2/5/2014
Remove Calumet Public School District 132	Jeanne Kitchens SIUC CWD	Administrator		8/27/2014
Remove Discover Manufacturing Library	Jeanne Kitchens SIUC CWD	Administrator	Administration	9/29/2014
Remove Finance Learning Exchange Library	Jeanne Kitchens SIUC CWD	Curator	Contractor	9/10/2014
Remove Financial Literacy for Education Success	Jeanne Kitchens SIUC CWD	Administrator	Administration	7/21/2015
Remove Health Sciences	Jeanne Kitchens SIUC CWD	Administrator	Administration	4/21/2014
Remove Highlander Institute	Jeanne Kitchens SIUC CWD	Administrator		7/21/2015
Remove Illinois State Board of Education (ISBE)	Jeanne Kitchens SIUC CWD	Administrator	Administration	10/23/2014
Remove Illinois workNet	Jeanne Kitchens SIUC CWD	Administrator	Administration	3/24/2014
Remove Lacey Pollock	Jeanne Kitchens SIUC CWD	Administrator		2/5/2014
Remove Nate Test's Library	Jeanne Kitchens SIUC CWD	Administrator		2/5/2014
Remove Open Educational Resources	Jeanne Kitchens SIUC CWD	Administrator		2/5/2014
Remove Professional Library	Jeanne Kitchens SIUC CWD	Administrator		2/5/2014
Remove Research & Development STEM Library	Jeanne Kitchens SIUC CWD	Administrator		2/5/2014
Remove School District Sample Library	Jeanne Kitchens SIUC CWD	Administrator		2/5/2014
Remove SIUC IOER Library	Jeanne Kitchens SIUC CWD	Administrator	Employee	10/24/2014
Remove Tim Farquer	Jeanne Kitchens SIUC CWD	Administrator		2/5/2014





Manage Libraries

Edit 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

Update Library: Highlander Institute

Title Highlander Institute
[View Library](#)

Library Type Organization

Organization Highlander Institute

Description Library for Highlander Institute (Rhode Island)

Public Access Level None

Organization Access Level Read Only

Allow Request to Join Library Yes No

Library Image

Select an image for the library
[Choose File](#) | No file chosen

History Created: 7/21/2015 - Jerome Grimmer
Last Updated: 7/21/2015 - Jerome Grimmer

Save **Delete**

See and remove library members.

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

Members
[Show Pending Members](#)

Member Type All

Page Size 25

	Remove	Member/Organization	Member Type	Library Org. Association	Last Updated
Edit	Remove	Jerome Grimmer SIUC CWD	Administrator	Administration	7/21/2015
Edit	Remove	Jeanne Kitchens SIUC CWD	Administrator		7/21/2015
Edit	Remove	Shawn Rubin Highlander Institute	Administrator	Administration	7/21/2015



Manage Libraries

Send library membership invitations.

Library Administration

Show Guidance Highlander Institute (Organization)

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

Invitations

Show/Hide Instructions

Email

Member Type Reader

Library Options

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

Approve or reject pending resources.

Library Administration

Show Guidance Highlander Institute (Organization)

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

Approve or Reject Pending Resources

Library Options

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

Contact the IOER Team:

Online contact form: <http://www2.illinoisworknet.com/Pages/Contact-Us.aspx>

Email: info@siuccwd.com



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

Illsharedlearning.org

