Please stand by for realtime captions.

>>Good afternoon. And good morning. And welcome to the FDLP webinar on the FDLP- LibGuides for Libraries. This is Kathy Carmichael. With me today is Melissa Fairfield who is our planning and support specialist for outreach and support. I added the support in there. Like all webinars before we get started I will walk you through some housekeeping reminders. First, questions and answers. The presentation will have a Q&A at the end of the webinar. Please feel free to chat your questions throughout the webinar and I will be keeping track of them. Then we will ask Melissa to answer questions at the end. We are also recording today's session and we will send an email link to the recording and slides to everyone who is registered to the webinar. We will be sending out a certificate of participation using email you used today. If you need an additional certificate because multiple people are watching, please email us and include the title of today's webinar along with the names and email addresses of those who need certificates. At the end of the webinar I'll be sharing your satisfaction survey with you. I will let you know when the survey is available. In the your L -- and the URL will appear in your box. Please keep in mind to reserve her comments about presentation style and value webinar for the survey and use the webinar chat box for questions you would lat -- like to as the presenter. Final, Melissa will be screen sharing her presentation today. Which means that once the screen sharing starts you will no longer see the chat box in the lower right hand. If you want to ask a question or want to watch the chat traffic, once the screen sharing begins, mouse over the blue bar at the top and click on chat to enable the chat box. Melissa, are you ready?

>> I am.

>> It is all yours.

>> You have to hand me the ball.

>> I'm doing that.

>> Virago -- there we go. As Kathy said I'm Melissa and I'm the project manager. This is something we've been working on for a little over a year now. We opened the pilot project in October and we will go to the end of September with this. I mentioned it is a pilot project because I want you all to know that we are trying to determine which works for us. We want to provide this service in years to come. So we are interested in getting your feedback. We are trying to work out the processes here at GPO and for all of you out there. We want to make the best it can be. Keep that in mind as I am showing you everything. We are keeping everything as flexible as possible. We are having as few rules and requirements it because we want to see what everybody has to offer. Please keep that in mind when you are looking at all of the information I will give you. During this webinar I will start with a few slides and a little discussion. It will mostly be a demonstration of our site and how to submit your guides and what we are doing.

>> At the end there will be a time for questions and answers.

>> FDLP LibGuides was created here it FDL. Created by the community and accepting guides from depository libraries and any libraries. Also federal agencies. We don't accept from commercial agencies but we do from other government agencies and from any library. One of the few rules we do have is it needs to focus on government information because that is what we do.

>> You can submit subject request if you have an idea for guide that you don't have the resources to create one yourself, we can do that. If you send us a subject request someone here it GPS can grab it and create that guide for you. You do not need a LibGuides account. We created this so can be used by everybody not just people who use link share. This is the system we use but we link to other people's guides. I will talk with that -- about that later. You do not have to use LibGuides.'s. Here are some of the things that LibGuides can be used for Parker we are hoping to add to this list and get some ideas. Now I'm going to take you out to our site. Give me one moment here so I can get it up here. This is our site. FDLP LibGuides. These are the guys that are currently up for the GPO. We have 11. We have a lot more that are in various stages of the process for getting put on. Keep looking because we are constantly

adding to this list. I wanted to show you a couple of examples of the different kinds of guides we have. This one here is information for new depository coordinators. This is all information you can find on FDLP.gov. But I thought we could bring things up together into one place where you can get easy access. This is instruction for what you can do if your name the deposit coordinator. What you can do to assimilate into the depository program these are some of the examples. How to find your password how to find your regional depository. Things people need to know when they are first starting out. We are hoping to have a lot more guides like this. We will have some coming up on the ASIC collection and treat -- other FDLP resources. We are hoping to get those up pretty soon. We would like to know what you think about these. Another example of guides were often is military and veteran resources. Geared toward the specific audience. It's resources for military and veterans and their resources. We pulled everything together for that particular audience and we hope to have some more guides to this website, too.

>> Another good example and this one is a little bit different. This was done by a cataloger. It's resources on preparing for natural disasters. One of the things you can see in this one is records links to the CGP. One of the things we are looking for in the community is what kinds of guides do you like? Which ones are useful for you? You can say they are all useful but we would like to know what you like, why, and what you don't like. So when we get to the end of the project we can make an analysis and try to figure out how we want to move forward here.

>> I will show you one more that we have here. It is substance abuse and addiction. This is again a very specific subject. This guide also gives you information on how to find further resources. It gives you some links to some resources and provides you catalog records that provide you with a little bit of training will on how to find the information and our tools here.

>> I will go back to our home page. And then we will talk about the community guides. Those are the guys that you send us. We link to your guides rather than hosting them. We decided to do it that way because we do use spring software but we know everybody thousands and there are different institutions that do things different million we want to be able to link to everyone. Another thing I wanted to mention is the guides are all freely available. You can use our boxes, you can share our guides on your page. What ever you want to do with it, go ahead and do whatever you want with it.

>> I will show you this button here is how you submit your guides to us. If you have a guide you want us to include on our page. You just email your name. Your depository number. If you have an actual guide you want us to use. You put the URL there. If you have a subject you would like us to make a guide about, put that in here. We also know there are smaller libraries out there who don't have the resources to create guys. So if you have information that you want. You know what resources you want a -- to be in a guide, but you don't have the staff or server space, or software to make a guide yourself, click the yes button and we will use your resources. We will create the guy. Someone from GPO will take that subject and make the guide and be in touch with you so that they can get the resources from you. So the will make the guide something useful to you.

>> Now I will show you a community guide. The homepage is a list of the subjects that we receive. Request that we receive. The top box as you can see are currently being worked on by staff here. And then we have the bottom box that is something that has been requested but nobody has been assigned to create that yet. So if you have a guide about legal information that you think would be great, you can submit it and we can link to yours. If you are looking for ideas on working on guides you are welcome to look here and use those ideas as well. As soon as somebody has taken Matt or submits it, we will remove it from the page. It will be constantly changing. And we keep all the guides sent to us in the tabs at the top. By subject. We will change those as we get new guides in. Mood -- move things around and add new tabs. I will show you some of these. For example, we have several from the University of South Alabama library. They have great guides and we submitted them. We link to the guide. We mention who it is from. It takes you up -- out to the University of South Alabama's guide.

>> So instead of -- it's not on our page. It's maintained by you. We don't take control of your guide. We bring them all together in one place so everybody can look at them. I know some of you out there have already submit your guides. We thank you for that. And keep them coming. If you are not sure about whether something qualifies to be a guide, please send it to us anyway. As I said earlier, we are still looking at the requirements. We are still looking at what will work and what will not. Submit if you are not sure. If there is a problem, we will let you know. But we have not had any problems so far.

>> I told you from the homepage you can submit your guide. If you have any questions, you can always go to ask GPO. That link is on every web guide. If you want to ask questions. Ask GPO. You can also look at our project page. You click the banner and that will take you there. You can see Dasha can get feedback and ask questions. And let us know if you have I'd Deas on how to make this project better. Anything you particularly like or don't like. Something that is not working. Let us know and we will add that to our analysis. We we want this to work. Down here you can find some of our resources. Our disclaimers and policies and requirements which every time you look at them I see something different. Take a look at them let us know what you think if something is not clear it or the think it doesn't look right or it won't work for you, we want to know that. We want this we want to have good policies at the end of this project and disclaimers we are talking about we are linking out to other websites if we find out that a link doesn't work, we will remove it. Please don't try to sell us thing -- things. While that was the LibGuides in a nutshell. It's really something we want you to play around and take a look at. And the most important thing take a look at our guides and tell us what you think.

>> I will go back to the slideshow now. And give you some links here. The LibGuides pages where you access the guys. If you want more information you go to the bottom link. And of course you can always ask a member of the project Taymor FDLP outreach. We really want to know what you think. I know it was a short demonstration. But it's a small plan at this point. We can stop for questions right now. Someone asked if the guide was and works for human trafficking. Not that I'm aware of. That would be a great subject, though. I would ask you to submit that subject for request for a guide and we will put it on there.

>> We've got a question, how do you upload to your webpage? I can show you how to do that if you use spring share. If you use other software, I'm not sure. I can show you how to do this. That is the most common. I am going to go down and log into my web ask account. There's a creative guide. You would come up here and copy content from an existing guide. Make sure it is community. Then you would just type the name of the guide you want to use. I will just use the information for new depository coordinators. And the second one here. That is our guide. You would just click on their. -- They are. You would add it like you would add anything else dear God. I will not do it here because it would duplicate it. That would be how you do that using spring share. Every one of our guides should be shareable. If you come across one that is not, please let us know and we will fix it. They all should be shareable. Does that answer your question?

>> Do we have any other questions? Excellent. What do you do with attributions? Can you be more specific attributing to our web guides? We don't have a set way for the dude do that. These are free and you have public access. You can do whatever you want to do. It should be done however you want to do it. I don't think that is something we've ever discussed. Go ahead and do whatever you want. Use your judgment I think is the best answer to that question.

>> Do we have other questions? Melissa, there are a couple question. We don't currently subscribe to web guides. Can I take one of your guides and edit it to include specific info specific to our campus. Military and veterans resources?

>> Absolutely. You can do whatever you want. These are public property. You are free to do whatever you want. Make them as usable for your library as you can.

>> Will you provide access more than one guide on the same topic. For example I created a guide on the topic of [Indiscernible] represented on the site.

>> Yes. Absolutely. They will be different. We will absolutely do that. We will provide access to all of the guides that will work.

>> Okay. I am teaching a graduate library science course with government information and would like to know if we can encourage to submit a web guide is a course project with Professor review for content incorrectness. I think they have a lot of creative ideas and can offer a lot from the community. What do you think?

>> I think that is a great idea. Yes.

>> Excellent. I think that is a great idea. I have not considered that before. Absolutely. That would be perfect. And if this is an issue that you would like to address for standard for distributing them to us. We can come up with something. Thanks for bringing that up.

>> Patricia, do you need separate accounts to access uploading LibGuides?

>> I'm not sure I understand the question. Do you mean if you have a spring share account, I believe the answer is no. If you just want to use our LibGuides and copy it, you can either link to us or whatever software you use might have a way of copying everything in there. That would be hard to know without knowing your specific situation. Because I do only know the one software and I'm sure there are other ways to do it as well. Do you use spring share?

>> No. Do you use any sort of software. Or are you just wanting to -- would it be okay if I contacted you separately, Patricia? Because it will depend on what it is you are using. There will be ways for you to do it. I will make sure to make a note to do that. If anyone else has questions about their specific situations and you can email me directly. Or go to FDLP outreach directly. It's hard for me to answer generally when I don't know exactly what it is that you have.

>> There's another question from Andrea. I am working with government documents and my committee has some ideas for using FDLP LibGuides for processing and documenting. Who would be the best contact for our questions?

>> You can send those to me. If I can answer them, I will find out who can.

>> That's exciting. So yes. My email as at the top. Shoot me an email and we can set up a time to talk. There any other questions question mark is or anything else you would like me to show you? Maybe you would like to see more of something? I would be happy to do that. [Silence]

>> We have a couple question. On the earlier question about web guides on the same subject I assume the headings will be different?

>> The headings will be different?

>> The titles of the web guides?

>> Probably. If they are created by GPO they will probably have different titles. If they are sent in by the community, it will be what they are title. But they would be attributed differently. I will show you here. I am going to go back to the LibGuides page here. And into the community guides. For example, this one here we've got the title here. That is what ever the institution named the LibGuides. That is only attributed to the library that sent it. Does that answer your question?

>> We have a couple questions more. On the earlier question of -- I got that one. Spin will someone be checking for add links over time in the community guide?

>> In the community guide we leave the maintenance up to the person or institution who created the guide because we are just linking to them. We will check and make sure that they links to the guides work for the GPO guides we are on a regular maintenance schedule. We will look at other ways to make sure they are maintained in accurate.

>> In the LibGuides we asked that the content be added for photo images?

>> Yes. We asked that the copyright -- we have some general pop. -- Copyright guidelines and ADA guidelines and we ask that so they are it makes everything more accessible. How are the community guides arranged by subject question mark

>> There are arranged --?

>> They are arranged by subject. We will always look at that but right now that's the best way to do it. By subject. If that gets to be too onerous, we might change. But I don't see that happening anytime soon.

>> If one update say LibGuides and uploads it, will it overload it. That depends on the system you're using.

>> When we talk I can find a little bit more about what you are doing.

>> Are there any more questions?

>> Would you be interested in adding guides shared by state government document professional association if the focus is mainly state and local government information?

>> That's a very good question. I would be interested in thinking about it. That will ultimately -- ultimately be a policy decision. I would be happy to bring that up. I don't see that it would be too much of a problem.

>> Thank you for asking that. That is a good question.

>> It's going to be more of a scope question. What is the scope of our service? I will definitely bring that up.

>> Any more questions? We have a group called indigo. Sometimes federal and state at one. We have a legal one with some local pro bono sites.

>> That is fine. If it is federal and state, if you have some stated in there, it's okay. We're good with that. We have a lot more strict rules for guides by us. Our guides have to be federal information. We realize none of you out there are creating things that are only federal resource or regional. Including your databases. Information that comes to your library. That's okay. A combination of federal and state resources is fine.

>> Would guides to state and local government content be appropriate?

>> Yes. In some instances they would. That would actually be a great comment for feedback. Talking about the state and local governments. That is something we want to look at. We will definitely want to look at adding that to our policies if that's appropriate. I don't have a direct answer but it's something we will look at. We have not looked at that yet.

>> Okay. One more call for questions. Comments. Kathy is going to push out a survey and we would appreciate it if you would complete that for us. There will be an your RL link -- there will be an URL link for you to complete the survey.

>> Community guys are LibGuides made by contributing libraries. I will show you one more time here. It's easy for me to describe it if I am looking at the actual guides. Here are on our homepage community guides are listed but everything else is something that was created by GPO. The community guides again are these subjects request and they guides that are created by you out there. That we link to. This is the last call for questions. I will give you a minute and if we have no more questions, we will go ahead and sign off. Melissa, do you have any last comments?

>> I don't. But please contact me with any questions or said just you and you have. Take a look at this site and all the documentation and let us know what you think. We really want to make this a service that lasts for a long time. And is something useful to all of you.

>> There is a suggestion here. Maybe you could add some description text to community guides to indicate what they are.

>> Or something to distinguish it from the rest of the list. That's a great idea. I will look into that. Thank you.

>> All right. We are going to sign off. Thanks, everyone for attending this webinar. You will be getting a link within the next day or so for the webinar and the slides.

>> We've got another question. If I want to supply community guides and wish to link to them, would that be possible? I'm not sure I understand this question.

>> Do you mean if you want to have us share your guides but you want -- you don't want others to take them onto their sites or download them? You can do that and in spring share of you do that. You can make them so others can't share the guides. They can only link to them. I would be happy to walk you through that if you want to send me an email if that is what you're asking.

>> So that is what you want to do. That is acceptable. You can do that.

>> I apologize. There's a lot of chat going on in I keep losing questions.

>> Thank you.

>> Thank you, Andrea.

>> Okay. If there are no more questions, thank you all very much.

>> [Silence]

>> [Event concluded]