Library User Group
September 13, 2016
1:00 PM

Presented by Autumn Roper
Northeast Ohio Management Information Network
Introductions

• Autumn Roper,
  Coordinator of Library Application Software,
  Coordinator of Special Education Services (NEW)
  NEOMIN

• What’s your Name & Building?
Meeting Navigation

- http://neolibrary.weebly.com/user-group-blog
FY17 User Group Meetings

• Eight meetings this school year
• NEEDED: Volunteer meeting presenters
  – Two presenters per meeting
  – Sign-up sheet
Welcome New Library Staff

• Stacey Biery, Bascom ES, LaBrae
• Robin Williams, Conneaut MS
• Karen Mannion, Gateway ES, Conneaut
• April Watts, Lakeshore Primary, Conneaut
• Christina Kittle, Jefferson K-8, Warren
Library Staff Changes

• Jane Snowberger, Hubbard HS/MS
  – Temporary assignment while Megan Phiel is on maternity

• Joy Angelo
  – Moved to Warren G. Harding Library
  – NEW 2016-2018 NEOMIN/INFOhio User Council Representative
KAPCO Book Repair Workshop

- This workshop addresses specific, common repairs:
  - Re-inserting loose pages
  - Broken spines
  - Torn header caps
  - Ripped and torn pages

Kary Barth, Regional Sales Manager for Kapco Library Products.

Date/Time: Tue 9/27/2016 from 8:30 AM to 11:30 AM

REGISTER
INFOhio Tech Roundtable Appreciation
“There were literal “oohs” and “aahs,” and within seconds the other providers furiously started typing emails to share the idea with their users.”

Theresa M. Fredericka
Executive Director, INFOhio
Google Forms/Sheets for Library Attendance and Usage Statistics Reporting

Google Forms/Sheets by:
Laura Henning, Media Specialist
Trumbull Career and Technical Center
laura.henning@tctchome.com
(330) 847-0503 x1410

Presented by:
Autumn Roper,
Coordinator of Library Application Software, NEOMIN
Overview: How does it work?

Google Form

Google Sheet

Saves to Viewable by all teachers!
Via iPad, Phone, or Computer
TCTC Student Sign In/Out Stations
Google Forms/Sheets for Library Attendance and Usage Statistics Reporting

• Laura created an Overview Video using Screencast:
  https://drive.google.com/a/neomin.org/file/d/0B-gBeZJANbftTmd4NII1Y0xhbazQ/view (8 min)

• Link to formula for reverse sorting:
  https://productforums.google.com/forum/#!topic/docs/MUNxz64Lo0Q

• Usage Statistics:
  Google Sheets Menu > Form > Show Summary of Responses
Back-to-School Updates

Jennifer Schwelik,
INFOhio eLearning Specialist
NEOMIN Updates
Symphony Summer Upgrade

• Log into Workflows, go to Help, Contents... Version 3.5.1.1
• No notable changes
• Any problems upgrading, reference Page 10 of the Installation guide
Back-to-School Checklist

FY17 Back-to-School Checklist for Librarians

On Your Computer’s Browser

- Bookmark the NEOMIN Library website - [http://neolibrary.weebly.com/](http://neolibrary.weebly.com/)
- Try logging into NEOMIN’s Helpdesk Portal - [https://support.oecn.edu](https://support.oecn.edu)
- Bookmark and review the INFOhio website - [http://www.infohio.org/](http://www.infohio.org/)
- Check for INFOhio Toolkit/Handbook updates - [https://www.infohio.org/educators/library](https://www.infohio.org/educators/library)

For Students and Teachers

- INFOhio’s username and password did change this year. UN: infohio PW: ______. Also know your District username/password to access electronic resources from home.
- Prepare bookmarks and handouts for INFOhio resources (posters, flyers, presentations, etc).
I-Search Configuration Status

- The remaining NEOMIN schools are now configured to use I-Search.

- **URL format:**

<table>
<thead>
<tr>
<th>Descriptive Name</th>
<th>I-Search URL for Provider</th>
</tr>
</thead>
<tbody>
<tr>
<td>Joseph Badger</td>
<td><a href="http://isearch4.infohio.org/client/neom_bad">http://isearch4.infohio.org/client/neom_bad</a></td>
</tr>
<tr>
<td>Badger ES</td>
<td><a href="http://isearch4.infohio.org/client/neom_bad_bades">http://isearch4.infohio.org/client/neom_bad_bades</a></td>
</tr>
<tr>
<td>Badger MS/HS</td>
<td><a href="http://isearch4.infohio.org/client/neom_bad_badmh">http://isearch4.infohio.org/client/neom_bad_badmh</a></td>
</tr>
</tbody>
</table>

- **NOTE:** “isearch2” – first wave, “isearch4” – second wave
I-Search Presentation in October

• Trish Baker, INFOhio Super iCoach, will present at our October Library User Group meeting
  – “Strategies for using I-Search in your Classroom”
Training & Meeting Schedule

NEOMIN Library Services:
Course Catalog & Meeting Schedule
FY 2013-14

Register at
http://neomin.enrollware.com/
INFOhio’s Professional Development
INFOhio Webinars

www.infohio.org/educators/pd/lwi

Regarding the coming soon webinar:

Online Assessment Resource Forecast: Strong Gusts Become Easy Breezes - Finding the Best Resources for Your Learners
Thursday, September 22, 2016

Are you blown away by the number of online formative testing tools available? Then join INFOhio Integration Librarian Brandi Young in this webinar to compare three of the most popular free options available: Formative, ExitTicket, and Edpuzzle. You'll learn: Which tool works best for each grade level and subject area. The type of assessments each tool offers. The pros and cons of each...

CEUs available, even archived ones.
Remember:
You can watch recorded webinars!

Yes, you can still get credit for them.

http://webinars.infohio.org
Helpdesk User Portal

- Login Information:

`yourdomain\firstname.lastname`

**Domains:**

- `districtland` (Majority of NEOMIN users)
- `lakeview` (all Lakeview users)
- `acesc` (only users with a PC in the main building)
- `blmf` (only users at Mespo)

**Example:** `districtland\autumn.roper`

- Password is your NEOMIN E-mail password. If you don’t use NEOMIN e-mail, your password is your ProgressBook password.

- Click “Sign-in.”
Helpdesk User Portal

• Or send email to “infohio.support@neomin.org”

• Do NOT change the subject line, as this is the link back to Cherwell
Open Discussion

• Continue Annual Library Reports topic this year?
We’re Engaged!

Future Mrs. Dodson
Adjourn

Next Meeting:
October 12, 2016
1:00 PM

Have a great year!