LibGuides

ACCESS is via account in LibApps

What is LibApps?

LibApps is an easy way to log into - and move between - Springshare products using a single username & password. Once your local administrator for LibGuides, LibAnswers, LibCal, etc. creates an account for you in these individual apps, you can use this LibApps username/password to login and use the blue LibApps menu to jump between the apps.

Accounts are currently set for:

Library: Katie, Jessica (working under KPM's login)
Archive: Beth, apl-aaa@austin.utexas.edu

TRAINING

https://docs.google.com/presentation/d/1GMtF-bDNa_oBBT7gnTsP_oLAUJUzehOCjpxgm2Inw9w/edit#slide=id.g13d677a3dd_0_95

Training: May 2016
Implementation: Summer - June and July 2016
Target for Databases About content move: June 1
July 20: Subject, collection, and topic guides completed on LibGuides platform
July 21 - July 31: backend work to change over guides
August 1: guides will go live on August 1, SubjectsPlus and Drupal guide pages

Guides to Move

- Subject guides
- Course guides
- Collection guides
- Topic guides

Policy

- Each subject area must have a guide on the LibGuides platform. Branch pages should link to the subject LibGuide.
- Everyone must used template created by team.
- Use available boxes when possible - those are universally updated/maintained.
- Revisit guides on an annual schedule, coordinated by Digital Pedagogy Librarian and tech - Audrey).
- If you have a lot of course guides, please un-publish course guides that are not in use from semester to semester.

Subject guides: ex. Education
Collection guides: ex. Taiwan Resource....
Topic guides: ex. Cite your sources, most confusing category, a lot of how to's
Course guide: ex. UGS 302 - Engineering Biology - Alper (course number, title, professor)

Box Naming recommendations:

- Refrain from using ALL CAPS
- Use only one or two words
- Used words commonly used by audience
- APA guideline - capitalize words with 4+ letters

Content & Style guide for UTL LibGuides: linked from Sharepoint: https://docs.google.com/document/d/1J7KFYSzgU8XFy4u9sU0CRN_TqsM4cWzxW7Ju9gz880/edit

Subject vs. Tags
- Email response from Carolyn Cunningham (June 8, 2016):
  Good questions! I would suggest being conservative with the subject affiliations, and liberal with the tags. Maybe keep the subject list somewhat short, and add tags for the other areas that you think are appropriate. These are meant to help appropriate guides show up in keyword searches. When you assign the subjects, the guides will actually be listed under the subject guides for that discipline. As folks create more guides, I have a feeling we will have to go back and think again about how we want to assign the subjects to the topic guides.

Copy boxes or tabs from other guides - don't recreate, attribute

- The Widget Collection Guide contains the standard boxes (Google Scholar) and "How Tos": How to find a book, etc. Both boxes and pages are available for reuse on this guide.

KPM is the primary owner of the ARTstor guide; Sydney Kilgore has also been made an editor.