

**University of St  
Thomas Libraries  
ARLD Dialogue:  
Collaborating on  
Online Tutorials in  
Minnesota**

**Tuesday, 30 March,  
2010**



In partnership with the [Academic and Research Libraries Division](#) of the [Minnesota Library Association](#).

# Agenda

- 11.00a:
  - Welcome and lunch
- 11.15a: Short Presentation
  - Best practices and current research on online tutorials for libraries, led by Ryan Carter, UST Libraries
  - Discussion is encouraged

# Agenda continued

- 11.30a: Discussion and planning
  - Gauging interest among participants for launching such a project
  - How best to collectively develop online tutorials for common databases

# Agenda continued

- Defining scope of such a project
  - Resources to start on
  - Software necessary to create tutorials
  - Format
  - hosting
- Identifying next steps and a timeline for the project
  - Subsequent meeting
  - Goals for this meeting

# Best practices and current research

- Objectives
  - More for how-to than concepts
  - Keep it easy to update
  - Two minutes or less (preferably 15 sec.?)
  - Always provide same written content for demanding users
- Style and format
  - Keep it small
  - Minimize clutter
  - Solid colors
  - Small screen: cut out browser bars
- Use voice, but say same thing as scrolling text, just in different words
- Shut off all other programs! (incoming email alert)
- The content will change: keep your