## Consortium of Academic and Research Libraries in Illinois (CARLI)
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I-Share Instruction Team                                      CARLI Committees

10-7-2009

# I-Share Instruction Team Minutes for October 7, 2009

Consortium of Academic and Research Libraries in Illinois

## Recommended Citation

I-Share Instruction Team Meeting

October 7, 2009

**Members Present:** Kathleen Haefliger (Chicago State University), Terry Huttenlock (Wheaton College), Kenneth Orenic (Dominican University), Elizabeth Russell (Southern Illinois University Edwardsville), Marisa Spooner (National Louis University), Aimee Walker (North Central College), Rebecca Martin (Northern Illinois University), Randi Sutter (Heartland Community College)

**Members Excused:** Laura Burt (North Park University)

**IUG Liaison:** Jason Rossi (Robert Morris University)

**CARLI Staff Attending**: Jessica Gibson

# Decisions:

- The minutes from September 2, 2009 were approved with changes.

# Announcements:

- CARLI Report—given by Jessica Gibson
  - CARLI annual meeting scheduled for October 30.
  - Some "Future of the ILS discussions" information is now available on the CARLI wiki at [http://wiki.carli.illinois.edu/index.php/Portal:I-Share](http://wiki.carli.illinois.edu/index.php/Portal:I-Share).
- IUG Report—given by Jason Rossi
  - Copyright workshop scheduled for April 28 at I-Hotel.
  - IUG continues to meet with other teams. Instruction Team will join the next IUG conference call on October 23, 2009.

# Old Business:

- Tutorial workshops
  - Schedule adjusted as follows:

    09:30 – 10:00 Best practices of tutorial creation presented by Ken

    10:00 – 10:30 Tutorial examples with Kathleen and Laura

    10:30 – 11:00 Introduction to Wink (watch Chris's tutorial) presented by Aimee

    11:00 – 12:00 Scriptwriting and storyboarding presented by Terry and Marisa at Dominican and Terry, Marisa, and Beth at Chicago State

    12:00 – 12:45 Lunch

12:45 – 01:45 Creating a Wink tutorial (nuts and bolts, demo) presented by Aimee

01:45 – 03:00 Screencasting practice using Wink with assistance from the Instruction Team members

- Ken will give the Best Practices presentation at both workshops
- Aimee will give the Wink presentation at both workshops
- All current information can now be found in the single Google Doc entitled "Tutorial Workshops fall 2009" that is owned by Rebecca.
- The training materials from the June 2009 sessions can be found on the CARLI website at: http://www.carli.illinois.edu/mem-serv/mem-train/090605tutorial.html
- Rebecca will ask Lorna to add to the reminder email that is sent out the week before to the registered attendees that they can bring their own tutorial topics to work on during the "practice" section from 1:45-3pm.
- Rebecca will ask Lorna to prepare a checklist for Ken and Kathleen of any arrangements they need to make with their local systems office so that all is prepared for the workshops.

**Meeting Dates:**

Next Meeting: October 28, 2009, 10 AM, via Conference Call

Respectfully submitted,
Randi Sutter
Heartland Community College