

Padlet

What Is It?

❖ Padlet is an Internet application that is similar to having a blank piece of paper which allows people to post variable content (e.g. images, video, documents, text) anywhere on the page.

Academic Support
The Academic Support Area does not reopen until 22/02/16. There have also been changes to the way a student books an appointment. Please refer to: <http://www.vu.edu.au/campus-services/student-support/academic-support-development/meet-with-an-academic-support-development-lecturer>

Enrolments Central Phone Number
Please be advised that the enrolments team has a central phone number for all enrolment enquiries for staff only. Please call 99195050 (ext.5050) to contact any member of the enrolments team to assist with enrolment enquiries.

Student services/no ID cards
Student services have just informed us that their ID card printing machine is not working and they are unable to issue student cards until further notice. They have requested that we allow students to borrow on presentation of photo ID.

FEEDBACK
We encourage you to provide us with feedback. Positive or negative feedback is all welcomed and will help us construct a communication tool which hopefully will benefit anyone who works at the FTS and FTN campus libraries. To provide feedback just click anywhere on the patterned background and type your message. If you would like to know anything about Padlet check out: <http://jn.padlet.com/> Thank you. (From the Padlet Team [Nadia, Angeera, Krina and Greg])

ILL/Document Supply
It is very important to ask for ILL number first for any ILL inquiries. Try to help and if you cannot, pass inquiry to ill@vu.edu.au or call Ext 0431988568

CAVAL 2016
1/ Student must present current ID/proof of enrolment, photo ID, proof of contact details
2/ Add VU barcode to CAVAL card
3/ Add new member in Sierra
4/ Re-authorise? Student must present proof of enrolment
5/ Provide student with bookmark

What's happening! @ VUFTN
Regular Library Operational Updates

Seirra Searching
Take care when searching in Sierra for titles containing numbers or dates as results may be inaccurate. **Keyword** searching is a better option than **Title**.

Generic student AD login
Username: student
Password: \$tud3nt\$2016

Library service desk
Password: L1library

Unattended bags / Security
Staff are reminded that they are not to 'mind' personal belongings for library patrons as we can take no responsibility for their safekeeping

BONUS hasn't been included. FTS screen easier to read. Otherwise it's great. R

Login for Service desk
Sierra
Ftsmil/resFts626

Sierra
Generic student AD login
Username: student
Password: \$tud3nt\$2016

Library service desk
L1library

"Phung"

Fob Access Application

Turnitin
Q. Can student check their assignments in Turnitin BEFORE

Casual List
Casual's contact information 2016
Carlos Lobos-Diaz
0432852562
Carlos.Lobos-Diaz@vu.edu.au
Julie Mannix
0409527217
juliemann@bigpond.net.au or Julie.Mannix@vu.edu.au
Georgia Sarpi
0408113369
georgia.sarpi@gmail.com or Georgia.Sarpi@vu.edu.au
Mark Armstrong-Roper
0425802449
marmstrongroper@gmail.com
Adriana Everett
0431988568
everettadriana7@gmail.com
Anthony Hogg
0402442758
anthonyjhogg@hotmail.com or Anthony.Hogg@vu.edu.au

Hi Nadia I think it is a good idea to use the padlet for displaying information. It doesn't take long to look on the desktop. Some information could stay permanently on the padlet such as login for service desk and Datastream password.
Josie

FEEDBACK
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What's happening! @ VUFTS
Regular Library Operational Updates

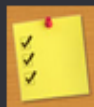
Our First Steps

- ❖ Create an account.
- ❖ Organise our privacy settings.
- ❖ Create our unique URL.

http://padlet.com/greg_neilsen/vuftn

http://padlet.com/nadia_ghaly/vufts

- ❖ We then had a blank wall that allowed us to post what is similar to a series of post-it notes.
- ❖ No detailed policies or procedures.
- ❖ Simply a platform to relay information quickly and efficiently.
- ❖ It aims to provide any staff member on the service desk with the information to perform their operational tasks.



Whatz happening! at VUFTN

Regular Library Operational Updates

Holds For Postgrads

Postgrad/Research students now have unlimited requests for holds on Sierra.

FEEDBACK

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<http://jn.padlet.com/>

Thank you,

(From the Padlet Team [Nadia, Angeera, Krina and Greg])

Telephone Message Retrieval

When red light is on click the message button. Key in 13579. Delete message when retrieved.

Logins For Service Desk

Sierra

ftnmil / ftmres
ftn626

Generic student AD login

Username: Student
Password: \$stud3nt\$2016

Library service desk
Password: L1brary

Unattended bags / Security

Staff are reminded that they are not to 'mind' personal belongings for library patrons as we can take no responsibility for their safekeeping.

Also, any unattended bags or items are to be reported to Security.

Prayer Room Code

cy269

Enrolments Central Phone Number

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NVIVO 11

Nvivo 11

Staff and students will need to use Nvivo 11 (the latest version). The license key supplied by ITS only applies to this version.

We have a minimal number of copies at Library service desks just in case. However, I'd recommend advising students or staff to contact the ITS service desk - see below. This way they can get the software quickly and easily.

Please feel free to forward this to any library staff who may get requests for Nvivo software.

We have set up a selfservice form in the Service desk software for having the download location and Nvivo install key automatically forwarded to Staff / Students for home use.

You can get the Student / staff member to go to <https://services.vu.edu.au/> and login with their AD credentials (i.e. Student Number, or Staff Number, and normal MyVUportal Password) and from the services catalog select Nvivo from the all categories listing.



The process will display the end-user agreement and by continuing they will have agreed to this agreement. On completion they will be sent an email that contains the end-user agreement and has the download location for Nvivo 11 and the installation key.

The Student / staff member will need to have an active internet connection when downloading the software and when authorising the install code.

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Thanks
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Strengths of the Padlet?

- ❖ It is easy and quick to use.
- ❖ Posts are monitored.
- ❖ It is web based.
- ❖ Good level of privacy control

Weaknesses of the Padlet

- ❖ Documents cannot be alphabetised.
- ❖ Currently not able to track usage of the padlet.
- ❖ Only one notification per day.

Strengths of the Project

- ❖ One stop shop for updates at a glance.
- ❖ Staff can post comments or questions.
 - ❖ Staff can share ideas / thoughts.
 - ❖ One library concept.

Weaknesses of the Project

❖ Duplication

❖ Moderator Issue

Recommendations

- ❖ Implement the Padlet in FTS and FTN campuses and encourage all staff to use it.
- ❖ To use it in all our campuses to establish a sense of consistency among staff who are moving from one campus to another.

❖ To move to other applications providing more features and greater possibilities.

❖ To encourage staff to try new technologies to help the workplace and their colleagues to work smarter and be more efficient.

Acknowledgements

- ❖ We would like to thank Robyn Bousie for accepting to be our Padlet proof reader.
- ❖ A special thanks to Peter Ring for agreeing to be our mentor.
- ❖ Lastly, thank you to Garry Potter and Alexandra Tretiakova (our managers) for allowing us the time to meet and discuss the project.

Testimonials

“I think it is a good idea to use the padlet for displaying information. It doesn't take long to look on the desktop.” Josie

“It's great.” Robyn

“It looks great – it's such a good idea!” Linda

“I really liked the Padlet, very helpful for a newbie like me.” Mark A-R