



Creating Space for Online Learning


May 18, 2018

Learning Solutions + Infopeople

Learning Objectives

By the end of the webinar, you should be able to:

- ☐ Describe the importance of connecting individual professional learning to organizational goals.
- ☐ List at least three ways to immediately begin incorporating online learning into daily work routines.
- ☐ Overcome common obstacles to effective online learning
- ☐ Identify resources for online learning




Type your response in the question area

Why did you sign up?
What do you want to learn?


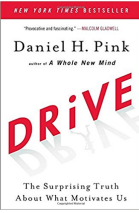


1st Section –
Workplace
Learning and Its
Role in Fulfilling
Your Library's
Mission




Describe the importance of connecting individual professional learning to organizational goals.

- Online Learning Motivation
- Making Learning a Library Priority
- Modern Learners



Pre-work Recap



People are motivated by:

- **Autonomy:** People want to have control over their work/lives.
- **Mastery:** People want to get better at what they do.
- **Purpose:** People want to make a contribution to something larger than themselves.
- **Relationships:** People need personal connections.

How can you help meet these needs?

Incorporate Learning as a Library Priority

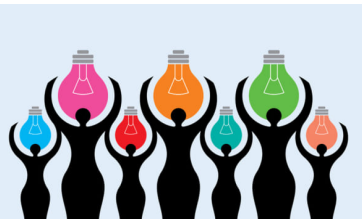
- Connect to library mission
- Incorporate into plans and assessments
- Create a culture of learning





Create a culture of learning

- Empower library staff through professional development and support—part of every job
- Maintain an **organized** staff development program with purposeful training plans and formalized expectations
- Support learning with funding and time
- Advocate and communicate the value of library training; buy-in from leadership and staff
- Emphasis on informal learning



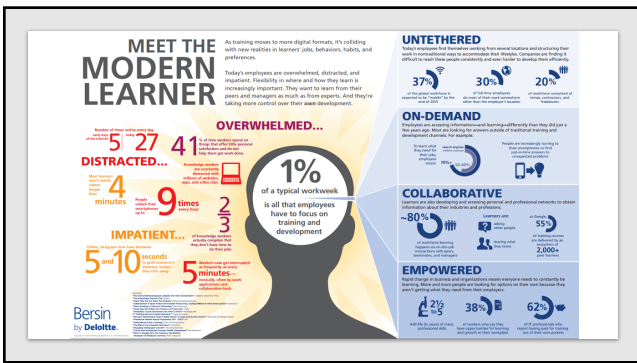
Learning Culture Benefits

- Staff are motivated to seek learning opportunities
- Greater retention and application of new skills and knowledge
- Staff have more confidence; empowered
- Staff understand the need for change
- Staff work together toward common goals



Plan for Your Library Learning

- Staff Development Plan
- Competencies
- Self-Directed Learning Program
- Personal Learning Plan
- Onboarding and Annual Reviews



What do modern learners want?

- Learning that is micro and online—on demand.
- To be empowered by workplaces that are more supportive of learning.
- Time and support for training.
- Collaborative learning opportunities.





2nd Section –
Incorporating
Online Learning
into Daily Life

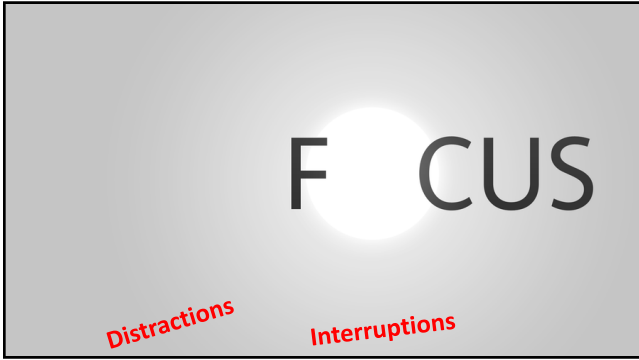
Strategies for incorporating
online learning into your
daily work routines.

- Time Management
- Learning Independently
- Learning Together

I'm already so busy. How can I find time for learning?

Making Time for Learning

Building an Effective Learning Culture



Have you tried the Pomodoro Technique?

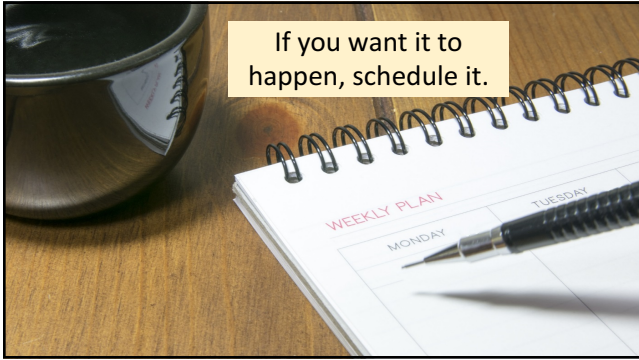
1. Identify a task/goal.
2. Set a timer to 25 minutes.
3. Focus on the task until the timer goes off.
4. Take a quick break (3-5 minutes).
5. If possible, set the timer to 25 minutes again.
6. Every 4 Pomodoros, take a longer break (10-30 minutes).

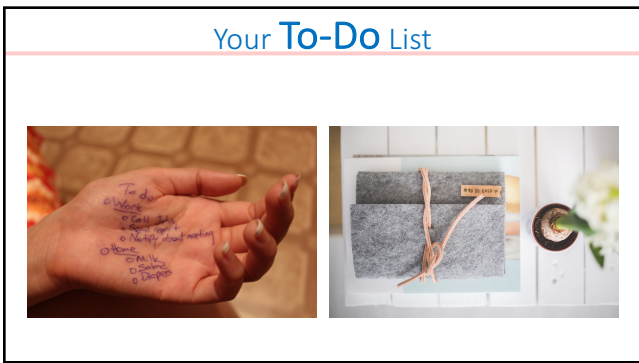
<https://tomato-timer.com/>

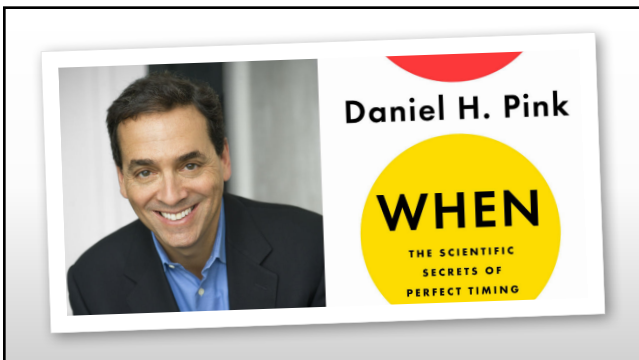
TIMEBOXING

Instead of “I will focus on this task until it is complete”,

“I will focus on this task for 20 minutes.”









Learning
Independently



© 2015 Pearson Education, Inc. or its affiliate(s). All rights reserved.



Tool: Personal Learning Plan

Managers:
Ask about their expectations. What outcomes do they expect? What are they willing to do to achieve those results?

Personal Learning Plan

Goals / skill to develop	Staff Action or Learning Activity	Resources Needed	Target Date	Completion Date
1. Customer Service identifying customer needs and providing the best service	Read "How to Wow Customers", from the on-line resources.	1 hour	March 12	
	Register for and attend "Customer Service Training"	6.5 hours	April 3	
2. Technology Technical skill development and improvement	Register and attend Advanced Searching classes.	6.5 hours	April 23	
	Meet with Mary, to learn how to set up a simple database	1 hour	May 1	

Learning Goals

- My learning goal for (subject/topic) is:
(What will you learn and when will you learn it by?)
- To achieve my learning goal, I must learn:
(What specific knowledge, information, skills do you need to acquire?)
- To acquire that knowledge, I will use:
(What specific resources will you use?)
- To determine whether I have achieved that goal, I will:
(What criteria will you use to determine whether you have met your goal?)
- To demonstrate that I have achieved my goal, I will:
(How will you prove that you have achieved your goal?)

Learning Goal	
My learning goal for (subject/topic) is:	
To achieve my learning goal, I must learn:	
To acquire that knowledge, I will use:	
To determine whether I have achieved that goal, I will:	
To demonstrate that I have achieved my goal, I will:	
Name	

Learning Together





Each One, Teach One
One of the best measures of learning
is the ability to teach others.

- Every person who attends training is expected to train someone else, to share the learning experience.
- Study groups
- Learning partners
- Internal blogs, post webinar meetings, learning presentations

3rd Section – Ready to Learn



- Being a successful online learner
- Measuring your success
- Identifying resources for online learning


What's your *ideal* learning environment?



How can you avoid **INTERRUPTIONS**?

- Set parameters for interruptions.
- Communicate “unavailable” and “available” time.
- Find a workspace that is conducive to focused attention.
- Be aware of workplace activity trends.
- Consider purchasing noise cancelling headphones.





- **Motivation is key and persistence is the linchpin**
- **Set goals;** individual and organizational
- **Practice time management**
 - How many minutes or hours per week can you devote?
 - Create a to do list with (early) deadlines and due dates.
- **Communicate;** with instructors and with peers
- **Create your ideal environment;** no interruptions and distractions.

How to be a successful online learner

1. I believe in myself and my ability to do.
2. I embrace challenges and mistakes because they help me learn.
3. I can learn. I will learn. I must learn.
4. Today I will listen, speak, read, and write.
5. I will work as a **TEAM** because **Together Everyone Achieves More!**

"I never teach my pupils.
I only attempt to provide
the conditions in which they
can learn."

Albert Einstein

Stick with it!



Measuring Your Success



Poll: What is
your preferred
type of online
learning?

- Webinar
- Online course
- Video
- Podcast
- Self-paced tutorial



**Free Training Resources:
Let's Share**

1. [Infopeople](#)
2. [ALA eLearning](#)
3. [WebJunction](#)
4. [Wyoming State Library](#)
5. **Library Schools, Systems, and State Libraries**
 - Reaching Across Illinois Libraries (RAILS)
 - Colorado State Library
 - Nebraska Library Commission
 - Idaho Commission for Libraries
 - Texas State Library
 - Indiana State Library

Type your
response in the
question area:

What is one thing you will do within the
next week as a result of having
participated in this webinar today?

Questions?