

## Online Library Tutorials Documentation for Instructors

You can include the Library Tutorials in your classes as assignments or extra credit. The Library Tutorials can be viewed online by anyone at the following URL:

<http://library.binghamton.edu/research/tutorials/WebTutorials/web/index.html>

However, if you would like confirmation that a student has taken a tutorial, the student will have to go through Blackboard. The student will need to self-enroll in the Library Tutorials organization (please see the “Documentation for Students” for complete directions: <http://library.binghamton.edu/research/media/StudentPDF.PDF>). In Blackboard, the student will be able to view a tutorial and take the quiz at the end of the tutorial. If the student scores 40 out of 50 points he or she will view a personalized certificate which they can print-out. There is a separate quiz and certificate for each tutorial. If the student scores less than 40 points, he or she can retake the quiz.

There are three ways to make the tutorials accessible to your students:

1) You can point the students to the “Online Library Tutorials Documentation for Students” which shows the student step-by-step how to enroll in the Library Tutorials Organization and actions needed to acquire a certificate of completion.

- URL: <http://library.binghamton.edu/research/media/StudentPDF.PDF>

2) You can add the “Library Tutorials” module in Blackboard to your course Home Page.

- On the course “Home page”, click “Add Course Module”. Browse to “Library Tutorials” and click “Add”.
- Students can use the “click here to enroll” link on the module to join the Library Tutorials Organization and take the tutorials.



**Library Tutorials**

This suite of Library Tutorials is divided into eight modules that each take between 10 to 40 minutes to complete. You will need to enroll in the “Library Tutorials” organization. After each tutorial is a link to a quiz. If you pass the quiz, you will receive a personalized certificate of completion.

[click here to enroll](#)

[Documentation for Students](#)

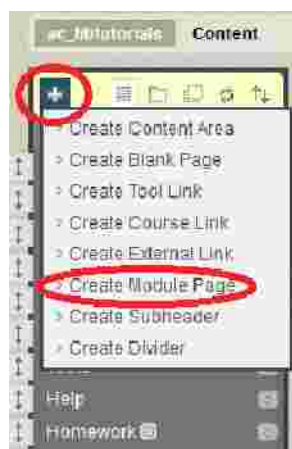
[Documentation for Instructors](#)

Tutorials included are:

- Avoiding Issues of Academic Dishonesty
- Defining and Comparing Different Publication Types
- How to Find Books for Research
- How to Find Articles for Research
- Evaluating Research Resources
- Citing Your Sources
- Monitoring Information and Keeping Current
- Online Privacy and Social Media

3) You can create a new page in your course menu and add the “Library Tutorials” module on to it.

- Under the plus sign in the course menu, select “Create Module Page”.



- On the page, select “Add Course Module”. Browse to “Library Tutorials” and click “Add”.
- Students can use the “click here to enroll” link on the module to join the Library Tutorials Organization and take the tutorials.

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