

# LibGuides Content Rich Guides Workshop

## Homework

Note: This is intended to get the planning process going; you don't need to have *all* the answers in great detail!

1. Which version of LibGuides do you have?

*Not sure? Sign into LibGuides > Admin > System Settings > System Version*

- LibGuides
- LibGuides CMS

2. This LibGuide will be used as:

- A project/collection website
- As an intranet
- As a subject or topic guides / webpages
- As a course guides
- As an access point for other resources in the library
- Something else:

3. What type of document is your content currently in?

- Word document or PDF
- Another website
- A blog
- A wiki
- Intranet
- A variety of sources that need to be combined

4. Will this guide have more than one editor?

- Yes, other librarians
- Yes, other faculty (not a LibGuides user)
- Yes, non-account holder collaborator
- No

5. Will your guide need access restrictions?

- Limited to LibGuides / LibApps account holders only
- Limited to users within a specific IP range
- Limited to people who can authenticate with our single sign-on
- Combination of above
- No restrictions needed

6. How many people will need accounts and will they need different levels of access?

7. This LibGuide will be externally integrated with:

- A discovery layer or catalog
- A learning management system (e.g. Blackboard, Canvas)

Something else:

8. This LibGuide will:

- Have its own template or be based on an existing blueprint guide
- Require CSS customization
- Include a discovery layer or catalog (e.g. search, search box, content)
- Be integrated with another Springshare product (e.g. LibAnswers, LibCal)
- Something else:

9. What level of customization will your guide need?

- Banner image
- Custom header & footer (HTML / CSS)
- Template customization (HTML)
- Stylesheets (CSS)
- Language or system-generated text

10. Will this LibGuide be promoted on blog posts/institutional social media or another department?

- Yes
- No

11. Do library resources require access via proxy? If so, how are proxy URLs constructed?