



# WRITING BEYOND THE ACADEMY

WRITING & DIGITAL LITERACY SKILLS COURSES IN LOCAL PUBLIC LIBRARIES

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# COMMUNITY WORKSHOP SERIES (CWS)

- Partnership between UNC's School of Information & Library Science & 3 local libraries ([cws.web.unc.edu](http://cws.web.unc.edu))
- Durham County Library – Southwest Regional, Chapel Hill Public Library, Carrboro Cybrary (Orange County Library System)
- Primary goal is to provide critical digital literacy skills to local community members ([digital literacy handbook](#))

# WHO IS THE COMMUNITY?

- Chapel Hill Public Library
- Durham County Libraries Southwest Regional Branch
- Carrboro Cybrary

# DIGITAL (INFORMATION) LITERACY

- Information Literacy – understanding of when information is needed and ability to find, understand, evaluate, and use that information
- Ability to use technological and digital tools
- Ability to find and access information about technological and digital tools to learn and develop new skills
- Ability to understand and evaluate digital media
- & more

# CLASS EXAMPLES – SPRING 2018

Date	Class	Date	Class
<i>January 25</i>	Computer & Internet Basics	<i>March 22</i>	Microsoft Word Basics
<i>February 1</i>	Gmail Basics	<i>March 29</i>	Microsoft Excel Basics
<i>February 8</i>	Social Networking	<i>April 5</i>	Microsoft PowerPoint Basics
<i>February 15</i>	Microsoft Word Basics	<i>April 12</i>	Doing More With Word
<i>February 22</i>	Job Searching & Resumes	<i>April 19</i>	Doing More With Excel
<i>March 1</i>	Online Shopping	<i>April 26</i>	Doing More With PowerPoint
<i>March 8</i>	Finding Good Health Information Online	<i>May 3</i>	News & Media Literacy
<i>Spring Break</i>	Spring Break	<i>May 10</i>	Online Security & Privacy

# HANDOUT EXAMPLES

- <https://ils.unc.edu/cws/Handouts/Job%20Searching/Online-Job-Searching-And-Resume-Writing.pdf>

# JOB SEARCHING & RESUME WRITING

Find employment resources online	Help employers find you	Register for employment sites
Post your resume online	Create a professional online presence	Apply through employers' websites
Keep track of job search materials	Find more help!	

- Writing?
- Cover letters?

# INCORPORATING WRITING

- Demonstrating resume writing
- Incorporating resume examples
- Providing one-on-one instruction
- Conducting resume reviews
- Collaborating with other librarians with expertise
- Reaching out to the writing center



# ASSESSMENT



## COMMUNITY WORKSHOP SERIES

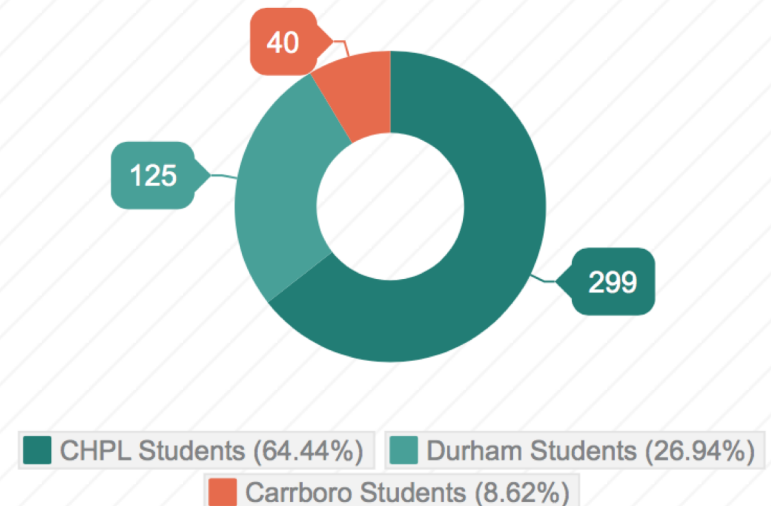
DIGITAL LITERACY FOR ALL LEARNERS

A PARTNERSHIP WITH UNC SILS AND LOCAL LIBRARIES

CWS.WEB.UNC.EDU

- The teachers for our classes are primarily SILS students
- CWS provides important opportunities for learning in our local community while also complementing the educational experience offered at SILS
- Instruction skills and teaching experience are becoming more important for LIS jobs, and CWS helps prepare you
- Teaching classes improves your skills in public speaking, presentation, and interpersonal communication

How many people participated?



Participant Totals for Year by Category

# QUESTIONS?

AND MAYBE ANSWERS.



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