Statewide Access to Training & Resources

for directors, staff, boards, Friends, and Foundations

United for Libraries

Association of Library Trustees, Advocates, Friends and Foundations

A division of the American Library Association

south dakota STATE LIBRARY

Leadership. Innovation. Excellence.

FREE for South Dakota libraries through September 30, 2021

Step 1: Register

http://www.ala.org/united/sd

- Select your state. A box for library will then appear.

- Select your library. A box for role will then appear.

- Select your role. Boxes for name, city, and email with then appear.

- Enter first name, last name, city, and email. Click submit.

Please allow up to five minutes for your registration to process.

Step 2: Check Your Email

Check Your Email

Please allow up to five (5) minutes for your registration to process. Check your inbox and spam folder. You will receive two emails:

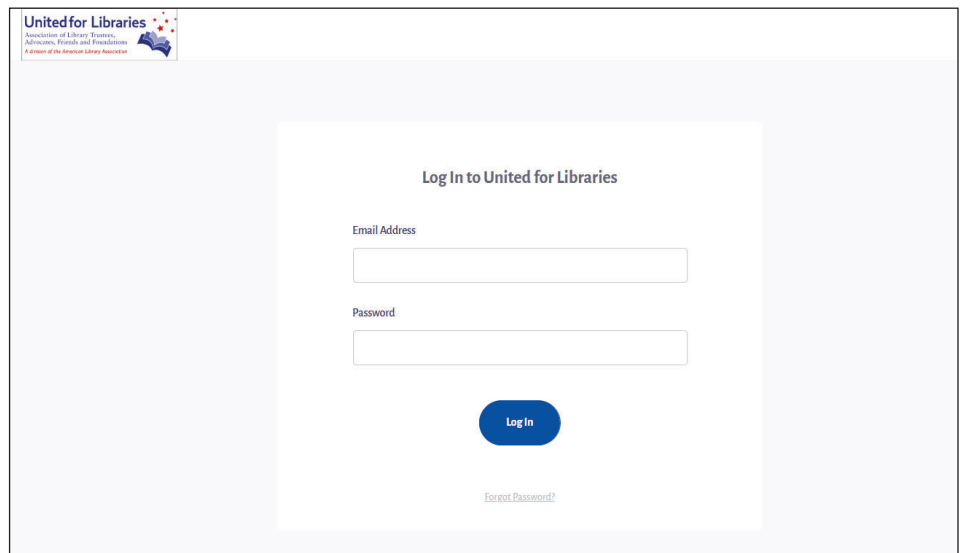**Form Submission from: South Dakota Statewide Access**

Registration Confirmation: South Dakota Statewide Access

If you are new to United for Libraries on Teachable.com, you will also receive an email to confirm your account and create a password.
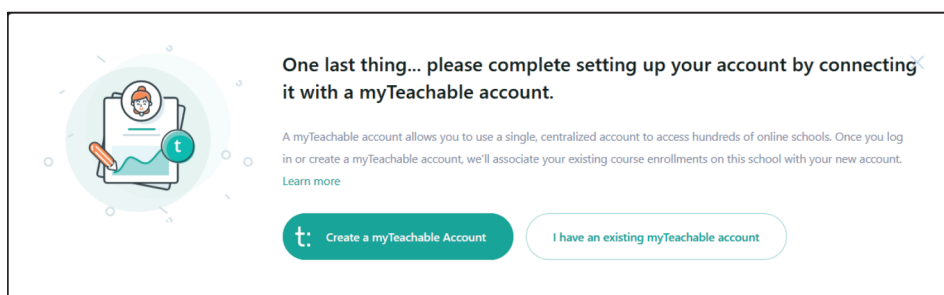
Step 3: Login

https://united-for-libraries.teachable.com/sign_in

- If you know your password, go to the link above or the "login" link in any of the emails you received. Enter your email address and password, then click the Login button.

- If you have *not* taken a United for Libraries course on Teachable.com, you will receive an email to confirm your email address and set a password. The subject of the email will be, "Welcome to South Dakota Statewide Access."

If you forgot your password (or didn't receive the email, you can set/reset your password here:

https://sso.teachable.com/secure/417236/users/password/new

- OPTIONAL: If you would like to use the iOS app, please create a myTeachable account.

- If you already have a myTeachable account, connect your United for Libraries account to your myTeachable profile in this step.

Step 4: Access Training

https://united-for-libraries.teachable.com/sign_in

South Dakota Statewide Access
This is the parent course for all of the training included in the statewide partnership between the South Dakota State Library and United for Libraries. Links to announcements from the state library are included here.

Short Takes for Trustees
A series of 10 short videos (8-10 minutes each) that can be shown during Trustee meetings to stimulate discussion about the important role that Trustees play in the governance of their libraries. Videos and topics are applicable for both advisory and governing boards.

Trustee Academy
The Trustee Academy is a series of online courses to help Trustees become exceptionally proficient in their roles on behalf of their libraries. All of the online courses are taught by a professional in the field.

COVID-19 Webinars
A series of webinars for library Friends groups and library Foundations on fundraising, engaging supporters, booksales, and advocacy during a pandemic and crisis.

Post-Pandemic Recovery and Re-opening
A series of webinars focused on issues and topics related to recovery and re-opening after/during COVID-19. Includes information for public, school, and academic libraries, as well as library Boards of Trustees.

United for Libraries Virtual:
Trustees - Friends - Foundations
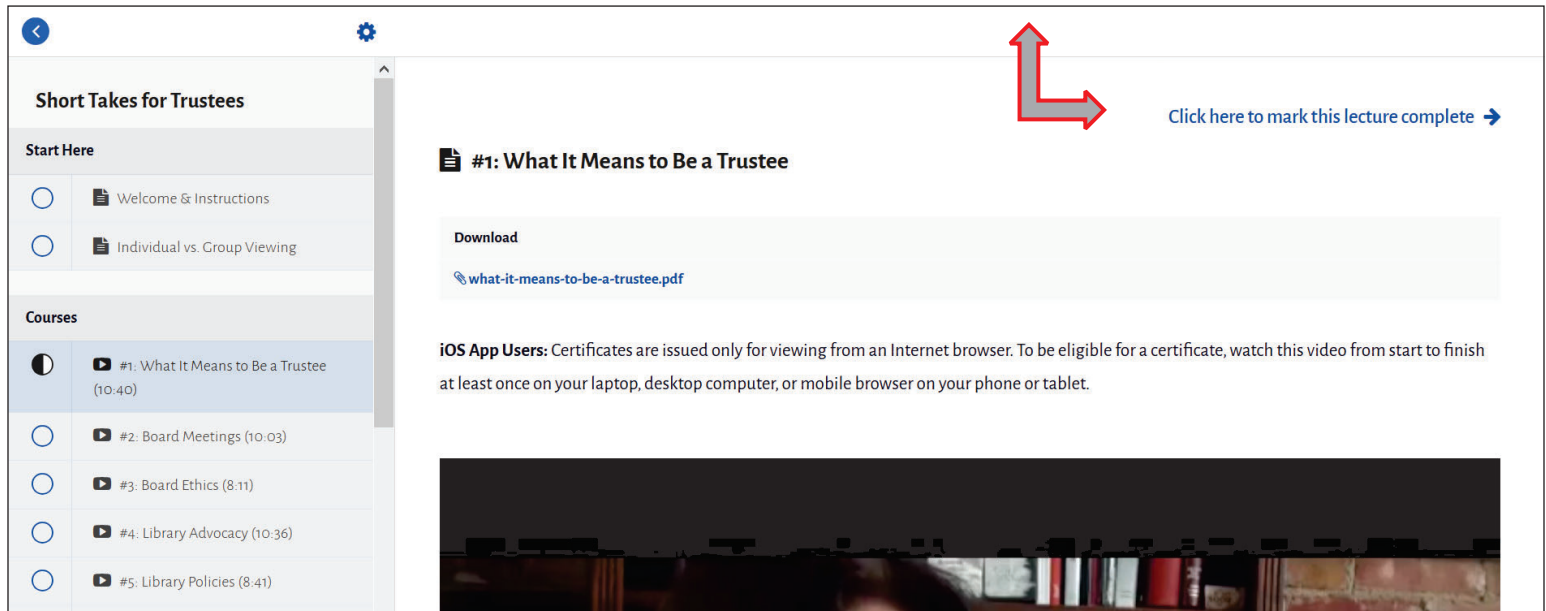
On-Demand to seven sessions and four keynotes. A value of up to $297 per library!

Coming Soon
New Monthly Live Events!

This monthly event for United for Libraries members will feature a live workshop, themed discussion, or "news you can use" session for Trustees, Friends groups, library Foundations, and staff who work with them. Recordings for workshops and sessions will be archived and available for on-demand viewing.

Step 5: Earning & Accesssing Certificates

Position your mouse here and click to mark each lecture complete.

Short Takes for Trustees

Start Here
- ○ Welcome & Instructions
- ○ Individual vs. Group Viewing

Courses
- ◐ #1: What It Means to Be a Trustee (10:40)
- ○ #2: Board Meetings (10:03)
- ○ #3: Board Ethics (8:11)
- ○ #4: Library Advocacy (10:36)
- ○ #5: Library Policies (8:41)

Click here to mark this lecture complete ➡

📄 **#1: What It Means to Be a Trustee**
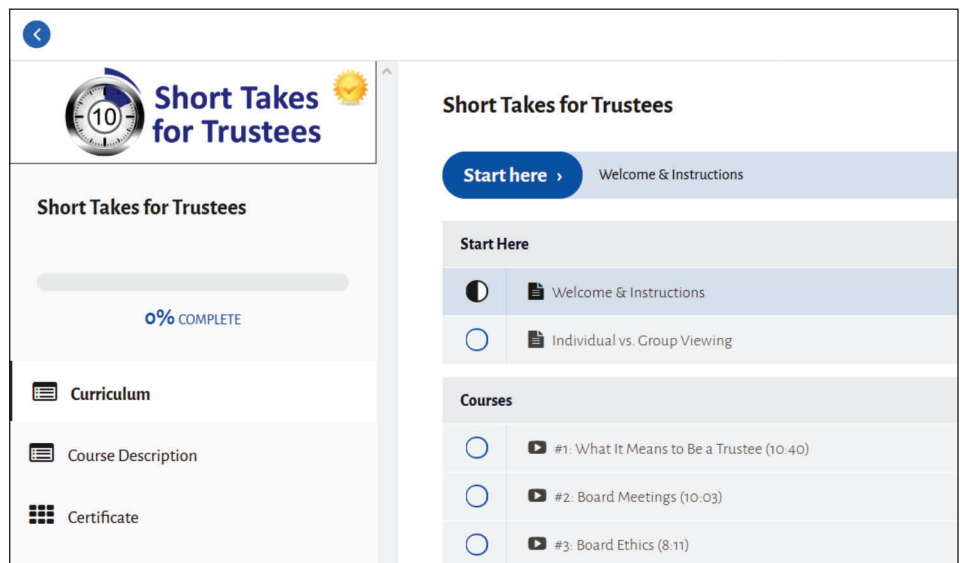
Download

🔗 **what-it-means-to-be-a-trustee.pdf**

iOS App Users: Certificates are issued only for viewing from an Internet browser. To be eligible for a certificate, watch this video from start to finish at least once on your laptop, desktop computer, or mobile browser on your phone or tablet.

Once issued, your certificate is accessible here in the course. You will also receive an email.

Please download and save a copy for your records.

Short Takes for Trustees
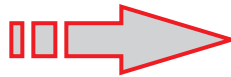
Short Takes for Trustees

0% COMPLETE

- 📋 Curriculum
- 📋 Course Description
- ▦ Certificate

Short Takes for Trustees

Start here › Welcome & Instructions

Start Here
- ◐ 📄 Welcome & Instructions
- ○ 📄 Individual vs. Group Viewing

Courses
- ○ #1: What It Means to Be a Trustee (10:40)
- ○ #2: Board Meetings (10:03)
- ○ #3: Board Ethics (8:11)

Short Takes for Trustees

CERTIFICATE OF COMPLETION

Awarded To

CARTER NAWALINSKI

For Successfully Completing

Short Takes for Trustees

Serial Number: cert_yhh4v4cl   United for Libraries

Certificate Eligibility

- All courses with a video are eligible for certificate.

- Watch the video from start to finish at least once from your laptop or desktop computer, or from the browser on your mobile device or tablet.

- Mark all lectures complete (see image top of page).