



Introduce yourself and why you are involved in eSmart Libraries training.



eSmart Libraries is a behaviour change initiative for cybersafety and wellbeing. It is an online system that provides a roadmap for library staff to equip the library community with the knowledge they need for the smart, safe and responsible use of technology.

Presentation objectives

- Why eSmart?
- How to begin the eSmart journey
- Overview of the eSmart Framework

Libraries are taking advantage of new technologies and the online world.

In recent years, many libraries have started to look at how they can balance the opportunities of online technology maintaining their responsibilities to set good standards and help protect library users.

Our Industry Supporters

During development of the eSmart Libraries, we worked closely with representatives from the library sector to inform the pilot's direction and best practice guidance. We established consultative groups with various stakeholders, strategic and operational; to make sure we gained feedback and insight to achieve a fit-for-purpose framework and will continue to do so. Sue McKerracher, ALIA, Executive Director said, "We are really supportive of this initiative. It fits so well with libraries being essential community resources – physical and online spaces for people to share knowledge and ideas. The internet has opened so many new doors for library professionals to help library users discover inspiration and information at their fingertips."

Industry bodies supporting eSmart Libraries include: Australian Library and Information Association (ALIA) Public Libraries Advisory Committee (PLAC) Public Libraries Australia (PLA) National and State Libraries Australasia (NSLA)

ALIA PD scheme points

Informal learning activities eg conferences, training:

1 point per hour, 30 points maximum per year Presentation to staff:

2 points per hour for preparation of your paper/presentation, 2 points per hour for the first time that you make the presentation, 20 points maximum per year

Smart, safe and responded Digital citizenship can be defined as the norms of appropriate, responsible behaviour with regard to technology use	BEING A RESPONSIBLE DIGITAL CITIZEN
Кеу со	ncepts:
grow digital literacy	reduce digital divide
encourage information literacy	minimise information poor
equity of access to information	healthy democratic participation
community belonging & wellbeing	social exclusion

Ask the group why is the concept of digital citizenship important for libraries and what is a good digital citizen?

If they get a couple, speak about the others:

- is a confident and capable user of ICT
- uses technologies to participate in educational, cultural, and economic activities
- uses and develops critical thinking skills in cyberspace
- is literate in the language, symbols, and texts of digital technologies
- is aware of ICT challenges and can manage them effectively
- uses ICT to relate to others in positive, meaningful ways
- demonstrates honesty and integrity and ethical behaviour in their use of ICT
- respects the concepts of privacy and freedom of speech in a digital world
- contributes and actively promotes the values of digital citizenship Source:

http://www.netsafe.org.nz/Doc_Library/Digital_Citizenship_in_New_Zealand_Scho ols_Overview.pdf



It's all about creating balance – risks & benefits – making it a cultural norm Knowledge and wisdom to know how to be online and get the best out of it. Lets begin by discussing how the world has **embraced the benefits of technology** and at the same time **protect our communities** from cyber-bullying and other risks online? = harm minimisation Social inclusion Question to the group:World Wide Web was created in 1993.

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Question – what's the role of the library in mitigating cybersafety risks? (by encouraging good digital citizens)

Community Internet Use Facts

Most young Australians are online with 90 per cent of 16 to 29 year olds using the internet daily.

Baby Boomers represent 20% of all online traffic...and spend nearly 100 hours spend nearly 100 hours online a month.

90 per cent of 13 to 17 year olds, and 97 per cent of 16 to 17 year olds, use Social Networking Services –

Source: Nielsen, 2010

http://www.nielsen.com/content/dam/corporate/au/en/reports/2012/Nielsen% 200nline%20Landscape%20Review%20July%202012%20Media%20Pack.pdf

In the 12 months prior to April 2009, an estimated 2.2 million children (79%) aged 5–14 years reported accessing the internet, up from 65% in 2006. In 2009, rates of internet use were similar for boys and girls (80% and 79% respectively). The proportion of children using the internet increased with age; 60% of 5–8 year olds used the internet, increasing to 96% of 12–14 year olds. Source: ABS, A u s t r a l i a n S o c i a l T r e n d s, J u n e 2 0 1 1

Libraries are a place where members use smart phones and tablets (B.Y.O.D.). There were an estimated 8.67 million smartphone and 4.37 million tablet users in Australia at May 2012. Consumers are using these devices to

provide complementary services, with 3.65 million using both a mobile phone and a tablet to access the internet. Source: ACMA: Communications report 2011–12 series Report 3— Smartphones and tablets take-up and use in Australia

You can also watch these videos to enhance staff awareness: <u>http://www.youtube.com/watch?v=_o8auwnJtqE</u> <u>http://www.youtube.com/watch?v=hK5OeGeudBM&feature=relmfu</u>



Questions to participants:

Do you feel really confident that cybersafety is fully integrated into the library?

Do you and your colleagues have a pretty good understanding or the terms, risks and

How many incidents that take place in the library, how many might take place with your knowledge

Have you thought about when and how you should get involved in making your library community cybersafe?

Would you know how to react if the following scenarios happened in your library?

As knowledge gatekeepers = what's your responsibility to help, guide and educate your library users

Is it integrated in your library?

Discussion: How many incidents do you have? What are the technology trends in your library? Snapchat, kik?

Could bring in training scenarios...



eSmart is an easy-to-use, evidence-based and tested system, providing a framework approach to help improve cybersafety and wellbeing in Australian schools.

In 2010, eSmart was piloted in 159 schools across Australia with funding from the Commonwealth Department of Education, Employment and Workplace Relations (DEEWR). The Edith Cowan University's Child Health Promotion Research Centre independently evaluated the pilot, finding 96 per cent of pilot schools would recommend eSmart to other schools. Participating schools reported that eSmart prompted cybersafety action they would otherwise not have undertaken.

The partnership between the Telstra Foundation and AMF was formalised in July 2012 and eSmart Libraries was developed in consultation with librarians, industry experts and senior stakeholders. Research has shown very clearly that approaches that include the whole of the organisation (leadership, staff, end users and the wider community) provide the most effective way to implement changes aimed at increasing wellbeing, safety and preventing anti-social behaviour including cyberbullying.

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eSmart Libraries Pilot Pulse Survey June 2013

Q 1. Is the initiative valuable

Results: 4.5/5

59% strongly agreed

35% agreed

Q 2. How long do you think it will take to implement eSmart Libraries

Result: 12-24 month av.

Q 3. Are the eSmart Libraries Framework actions are relevant, well-structured and comprehensive.

Result: 4.0/ 5



eSmart System

Framework

Provides the roadmap for the library to become eSmart Considers all relevant areas of the organisation Gives actions for libraries to complete Staged over 3 phases – implementing, planning and sustaining Recognition when stages are met

Resources

Best-practice resources for libraries collated in one online place. Each one of these resources has been examined and recommended by our cybersafety specialists.

You will find useful and practical resources in a variety of formats including tools, case studies and videos.

System Tool

The eSmart system tool is an online, bespoke library website designed for you to record, track and report your libraries progress in becoming eSmart. Use it to track your activities across the five domains (areas) of the eSmart Libraries framework over time. Logged-in users will see secure, easy-to-read graphs and be able to print summary reports showing their libraries progress.

Support

As a registered eSmart Library you will receive -

Training on how the eSmart system works, focusing on the eSmart system and how you can use it to your libraries advantage.

A Starter kit to kick-start and retain information during eSmart journey will be

provided to you before your training. After training we will keep you in the loop and up to date by sending newsletters and website providing guidance, news, tips and you'll also have access to our resourced.



eSmart Libraries provides the library with a road map to integrate cybersafety skills and knowledge in the library. It looks at the areas of your library, called domains, relevant to implementing behaviour change. The domains are visually represented in a wheel, see illustration above. Each domain is comprised of three to five main action areas. Within each action area, a set of supporting actions are outlined over three phases – planning, implementing, and sustaining.

Being eSmart means knowing how to guard against security and privacy risks, being able to research and download content in ways that are ethical and legal, and being able to manage reputation and relationship-based issues associated with being in cyberspace.

You'll be able to identify the work you've already done in cybersafety and wellbeing and any gaps that need addressing.

We say somewhere between 12-18 months to become eSmart at a couple of hours a week.



These are the stepping stones of your journey to become eSmart.

Framework		Fromers Begon
Planning identify collate assess	Implementing update create implement	Sustaining review improve
		ėSmar Librarie

The steps involved to complete the eSmart Libraries journey are as follows:

Registering Sign and return the eSmart Libraries Agreement Decide the best approach to coordinate eSmart Libraries Receive your system tool login if you haven't already done so.

Assessing and prioritising

Use the online tool to review the actions under planning, implementing and sustaining stages, across the domains.

Identify steps you have already taken and any gaps in your current practice. The actions in the planning phase will also help you to understand your position.

Nominate the eSmart Coordinator who will login to the system tool and track the library's (or library service) progress.

Stage 1 - Planning

Inform your main stakeholders and set up an eSmart Working Group to help complete actions. Participate in training and explore the eSmart resources particularly the planning tools and latest research.

The planning phase asks you to collate and review your current practices and the abilities of your staff and users.

Track your progress by clicking 'complete' for each action area in the planning stage.

Stage 2 - Implementing

The implementing stage requires you to renew or create all the important documents, plans or activities to become eSmart.

Adapt the actions to work for your library but make sure you have completed actions in a satisfactory manner.

Use tools and best practice examples identified in the resources accessible through the system tool.

Read newsletters and share case studies with other libraries.

Once complete, you are formally acknowledged as an eSmart library and can display the eSmart sign.

By the end of the implementing phase the library should be confident that:

The library's vision, policy and agreements align and reinforce cybersafety and wellbeing values. There is a marked difference in the behaviours and attitudes towards cybersafety and wellbeing embodied by staff and integrated into the library environment.

Reporting and monitoring of cybersafety incidents in the library takes place and this is reviewed. Staff development and skill training has taken place, including knowledge of how to effectively respond to incidents and help users.

Users of the library understand and learn about cybersafety and wellbeing and gain experience through visits, training and library staff interaction.

Stage 3 - Sustaining

The sustaining stage provides actions to retain your eSmart status. These are focused on evaluating impact, consistently reviewing your practices and sharing success.





- Daunting prospect, but exciting
- Research; wrote position description; submitted proposal to employ an eSmart Libraries Project Officer
- Supportive senior management team; proposal was accepted.
- Defined timeframe goal to be finished by 30 June 2014
- Importance of staff buy-in: became standing item on team meeting agendas, staff from all branches involved, regular information dissemination via Discover



eSmart champions – library staff from each branch

Working group – Coordinator, Library Operations, Project Officer, Hume Libraries staff, Learning Community staff, Neighbourhood House representative, community member





Specific examples include: Library membership conditions Conditions of use for Internet, ePlay and Wifi Council Privacy Policy WHS and Risk Management reporting procedures and forms Social Media Policy

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HUME HORIZONS 2040 Community Expectations 2.2.1 The safety and wellbeing of people and property is enhanced through well designed buildings and public spaces and safe, respectful behaviour within	Council's Role Statutory Authority, Service Provider,	COUNCIL PLAN 2013 - 2017 2014/2015 Actions Develop and commence the implementation of a <i>Community Safety Action Plan</i> that improve safety within the community. Participate in the Alannah and Madeline Foundation's e <i>Smart Libraries</i> program to	





Updated:

- Library membership conditions
- Conditions of use for Internet, public computers and WiFi
- Acceptable use "step through" prior to accessing internet in library and learning facilities
 - Made sure it was available on all public PCs and WiFi in Council facilities

Wrote:

- Procedure for dealing with inappropriate use of the Internet
- To be used in conjunction with existing Incident and Risk Management reporting procedures



We identified that the digital skills and knowledge of library staff was one area that we decided to focus on.

Included in this was:

- Cybersafety
- Improved use and promotion of our subscribed eResources, including eBooks, eMagazines, eNewspapers
- The increasing use of mobile technology by library customers
- Library apps Library Anywhere, BorrowBox, AxisReader etc

	eSmart Libraries Digital Skills Su
Your Say	
Page description:	
is to gather data about the digital skill level of libra their skills in the use of digital technologies, cybers software, mobile technology, social networking, or	art Libraries project, Domain 3: Effective staff knowledge and capabilities. The purpose of the survey rry staff. The information gathered will help us to identify areas where we can assist staff to develop afety and digital resources. The questions cover most aspects of digital literacy, including hardware, line skills and cybersafety. The final two questions are specific to Hume Libraries eResources. Please eed to return to the previous page, use the BACK button at the bottom of the page. The survey should the skills and the previous page.

Staff survey:

To find out what exactly we needed to concentrate on we decided to conduct a survey.

- The survey was adapted from eSmart Libraries survey
- But also included some Hume Libraries specific questions
- Created online version using surveygizmo (now one available from eSmart Libraries)
- Results analysed and informed the development of staff training plan



eSmart Libraries:

- is integrated into induction for new staff
- Induction and updates also form part of DISCOVER program
- Link from Library training page on Intranet

DISCOVER

- Regular training sessions every 6 weeks
 - may be on anything that is relevant to library staff including e-Resources, library apps, cyber safety Audio is provided for staff who can't attend
- Quiz to be completed by all attendees
- Cybersafety session Greg Ebhart from CyberSmart

Greg Gebhart is the ACMA's Senior Cybersafety Trainer and one of Australia's leading cybersafety experts. Also CyberSmart Outreach PD sessions

23 Things

- With an increasing number of customers coming into the library with devices, we decided that 23 mobile things would be a good way to up-skillstaff
- The program is still running, with staff having to complete 3-4 "things" each month – until Jan 2015
- Quiz to complete
- Comments section



A few things we have done

Cybersafety Help button is loaded onto all public PCs in Council facilities

- free downloadable application for PCs, mobile devices, networks
- available from ACMA website
- provides easy online access to cybersafety information and assistance available in Australia
- links to counselling, reporting and educational resources
- to assist young people deal with online risks including cyberbullying, unwanted contact, scams and fraud, and offensive or inappropriate material.



Aims:

- To find out about technology use and online practices of the Hume community
- To connect community members with the skills they need

Used eSmart Libraries survey as foundation and tweaked it

Plan to repeat it after 2 years

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Print and online – library and Council websites

Cooperation of other Council Depts

- Research Dept designed the survey and analysed the results, producing a fabulous report
- Marketing and Promotions promotion, posters, website print copies available at Craigieburn Festival
- Learning Community Dept IT trainers promoted it in their sessions
- Volunteers Volunteer Gateway Use of volunteer for Arabic speaking customers
- Volunteers from Research Dept and Learning Community data entry

To increase response rate in future:

Pop-up on library PCs - unable to have a pop-up, but something to be considered PCs in library etc but most submissions were actually in print – wider distribution? Could use iPads in library – dedicated

Timing – short notice, festivals and special events



Opportunities for: Partnerships Support – eg IT equipment loan Programs

We looked at all the existing connections of the Learning Community Dept (including libraries)

- Government organisations
- Community organisations

Created spreadsheets that document

- Activities that we are involved in
- target audience
- opportunities for promoting cybersafety
- Timing
- allocation of responsibility
- Also identified organisations that we could partner with



Look at what you are doing already

Opportunity to create and enhance programs eg. cybersafety trivia quiz for schools

Example of special events – Stay Smart Online Week

Outreach examples: Talks to community groups – could take a speaker IT programs to Sikh Temple

iTots and MakerSpace – opportunity to promote and teach – safe, smart and responsible use of technology



Promotion: Website Facebook Pinterest Library collateral eg bookmarks, flyers



Effective shortcuts:

- Look at eSmart as an opportunity
- No need to reinvent the wheel
- Use resources provided eg System Tool
- Record progress and keep records evidence
- Use existing skills eg. Library and Council
- Source available cybersafety products or create/adapt your own
- Share documentation and ideas

Opportunity to:

- Assess what you are doing already
- Learn more about your community and what you can do to help it become more cybersmart
- Identify and address training gaps
- Collaborate with other Council Departments
- Collaborate with other libraries

