Monash University Library and E-Learning: Shaping the Future

Lisa Smith1, Steven Yates2

1Monash University, Clayton campus, Victoria, Australia, Lisa.Smith@monash.edu

2Monash University, Clayton campus, Victoria, Australia, Steven.Yates@monash.ed

Introduction

Monash University Library has made a significant and purposeful contribution to shaping the University’s broadly conceived e-learning landscape over several years through the identification, development and implementation of innovative services and resources. These include….

More recently, the Library has undertaken to transform its e-learning engagement through the appointment of an E-Learning Coordinator. This position works with the Library’s team of librarians, learning skills advisers and other professional staff to build e-learning capabilities, including the ability to use a variety of accessible technologies in pedagogically sound ways [1]. The Library has, over the last three years, built a team of three lead coordination roles in the areas of information research skills , learning skills and e-learning, who work together and with the Library’s branch managers and disciplinary based faculty team leaders to drive development and implementation of initiatives that enhance the University’s education strategic directions. [2]

Length and structure

The submission should be **no longer than 2 pages** in Word or PDFusing this template (including text, tables, illustrations and references). You are free to select appropriate headings within the extended abstract.

Margins

Paper size: A4. Top: 1.27 cm., Bottom: 1.9 cm, Left: 1.9 cm, Right: 1.9cm

Fonts

Times New Roman font with single spacing should be used for the entire manuscript. Font sizes/formats should be as follows:

* Title of Paper: Times New Roman Font, Size 18pt, Title Case, Bold Face, Centered
* Author Name: Times New Roman, 11 pt, Title Case, Bold face, Centered
* Author Affiliations (University or Company, City, State, Country): Times New Roman, 10 pt, Centered
* Heading: Times New Roman, 11 pt, Small Caps, Bold face, Space before: 10 pt, After: 3 pt
* Body Text: Times New Roman, 10 pt, Justified, Space between paragraphs: 0 pt (use tab 0.63 cm)
* Table Captions: Times New Roman, 10 pt, Bold Face, Centered, Space before: 10 pt, After: 3 pt
* Figure Captions: Times New Roman, 10pt, Bold Face, Centered, Space before: 3 pt, After: 6 pt

Tables

Tables should be provided as close as possible to their reference in the text. Tables and their heading should be centrally aligned. Table titles and their headings must be bold. Table captions appear centered above the table. A sample is shown in Table 1.

All tables are numbered consecutively. Please make sure that a table is not split between two pages.Move the table to a location where it can fit. If the table is too big to fit, split the table into two separate tables.

Table 1: A Sample Table

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Heading No. 1** | **Heading No. 2** | **Heading No. 3** | **Heading No. 4** | **Heading No. 5** |
| Type as shown | 2 | 3 | 4 | 5 |
| 1 | 2 | 3 | 4 | 5 |

Now start writing the text that follows the table.

Figures

Diagrams, illustrations or photographs and text may appear on the same page or as close as possible to their reference in the text. Illustrations or photographs should be placed on the page with captions directly beneath the illustration as demonstrated with Figure 1. Please ensure you have appropriate permission to include any images used.



Figure 1: A Sample Figure

Delivery

Submit all extended abstracts as a Microsoft Word or PDF attachment to your submission via the author submission form for the conference. Your submission should also include a short abstract of no more than 300 words and a short bio of no more than 150 words in the spaces provided in the submission form. Please see the call for participation at <http://ccaeducause.caudit.edu.au> for more information on the submission guidelines.

Citations and References

References should appear in a numbered list at the end of the document. In the text, cite publications by listing the number in brackets, e.g. [1]. Use a consistent style for references that provides sufficient information to identify and locate the publication. Some examples appear below.

References

1. Steven Yates, “Adopting E-Learning Technologies at Monash University Library,” *inCite,* vol 31, no 1/2 (Jan/Feb 2010), p27.
2. Lyn Torres, Leanne McCann and Steven Yates, “The 3 Amigos: Collaborations in Information Research, Learning Skills and E-learning,” Poster presentation *HERDSA 2010 International Conference*, Melbourne, 6-9 July 2010, <<http://conference.herdsa.org.au/2010/program/poster2.html>>
3. Maggie Jackson, Distracted: The Erosion of Attention and the Coming Dark Age (Amherst, N.Y.: Prometheus Books, 2008).
4. Nicholas Carr, "Is Google Making Us Stupid?" The Atlantic, July/August 2008, <<http://www.theatlantic.com/doc/200807/google>>.
5. Martin Trow, "The Development of Information Technology in American Higher Education," Daedalus, vol. 126, no. 4 (Fall 1997), p. 294.
6. *Google Earth*. Available from: <http://earth.google.com/>, accessed 15 May 2010.