

# Monday Morning Eye-Opener November 25, 2024

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## MONDAY MORNING EYE-OPENER

IOWA | State Library of Iowa

November 25, 2024

### WorkDay Learning Tips Part 2

Three months in making the move from our former learning management software IALearns to our new platform—**WorkDay Learning**—we're up and running with the new software. And by all measures, things are looking good! Accounts are in tact, users are seeing the classes they've taken, and discovering upcoming webinars to enjoy.



Continuing Education Consultant Samantha Bouwers has spearheaded the transition to **WorkDay Learning** and offers these tips for users looking to gain the most from this new system. Refer to last week's *Eye-Opener* for Part 1 tips including finding courses and registering for classes in **Workday**. Today Part 2 with more suggestions:

**The link to log in is different from the link to activate or create an account.** Once your account is created, you'll need a different link to login the next time. Here are both of those links:

- [Create or activate a Workday Learning account](#)
- [Log in to Workday Learning](#) (this is the one to bookmark)

**Choose External Learning Login** if you're ever prompted to choose between "External Learning Login" and "Employee Login" on the login screen. Employee login is for State of Iowa employees only.

**Each part of a course in Workday Learning is a "Lesson."** This will usually include the Zoom link or webinar recording, any slides or handouts, and the evaluations.

**The All Completed Hours and Endorsement Tracker Forms** have suffered from their share of technical difficulties. As of November 15, we think all of those are resolved. The data in those reports will always be a day delayed, but please reach out if you're not seeing what you expect to see in either of those places

**Find ZOOM Links For Webinars:** ZOOM links will come via a calendar invitation once you register for a course; room links can also be accessed as one of the course "Lessons" in Workday Learning.

And this reminder: there's an **updated WorkDay Learning FAQ page** linked below with answers to good questions from **WorkDay** users 😊

[Read More About WorkDay Learning](#)



### [Access the 2025 Summer Reading Manual Level Up @ Your Library](#)

Two weeks ago, Youth Services Consultant Janeé Jackson-Doering sent a bulletin explaining how to access the **2025 Summer Reading Manual**. Such good information as that warrants a repeat today 😊 Space doesn't allow a full reprint here, just know that Janeé is standing by with answers and assistance, so please reach out to her as questions come up ( [jane.jackson-doering@iowa.gov](mailto:jane.jackson-doering@iowa.gov) )

Click the button below to create or log into your iREAD account. If you have not ordered from iREAD before, you will be prompted to create an account. **Note:** on the iREAD website, ILA refers to the *Illinois* Library Association

[Log Into iREAD](#)

- Public library directors were sent instructions and a code to download the 2025 iREAD Summer Reading Resources Guide. If you have questions, contact Janeé.
- The code must be redeemed before **June 1, 2025** and can only be used by Iowa libraries
- Once the code is redeemed, you can download the **Resource Guide** directly from the confirmation screen or the confirmation sent to your email. These are large files,

and they may take some time to download. If you have issues with your download speeds, make sure nothing else is running in the background.

- The State Library has purchased **one Resource Guide download PER library**, so please forward this email to the person who will be responsible for downloading the resource guide. Once the guide is downloaded, it can be distributed and shared among staff.
- If you'd like a visual refresher on accessing the **Resource Guide**, watch last year's YouTube video for how-to reminders, the same instructions apply for 2025.  
<https://www.youtube.com/watch?v=Pz-vCARCRZo>



## New Endorsement Modules Available

### Trauma-Informed Library Practices

As shared last week, all-new **Endorsement Modules** on [Trauma-Informed Library Practices](#) have launched in WorkDay Learning. These new modules are designed to help library workers address high-needs patrons, along with creating healthy work environments.

**Trauma-Informed Library Practices** includes two separate sets of modules: one for staff in administrative or supervisory roles and one for non-administrative staff. This self-directed learning opportunity can be completed at your staff's convenience.

If you've completed any **Endorsement** or are working on another one, be sure to check the option "*Change or Add to My Endorsement*" on the application form so you don't end up with duplicated coursework.

### Reflective Practice Groups

There is room for more people in the **Reflective Practice Groups**, which are part of the **Trauma Informed Library Practices** grant project that kicked off a few weeks ago. These groups, facilitated by Alyssa Caldbeck (MSW / LISW) focus on creating a safe space to share and reflect on personal experiences at work, gain support from others in similar roles, and continuously learn new perspectives and skills. Six different groups are meeting monthly through the end of the grant project. Find out more and sign up for a group that's right for you at the button below

[More About Reflective Practice Groups](#)



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## Mental Health First Aid Training Coming in 2025

Mental Health First Aid is an evidence-based course designed to help participants identify and intervene with someone experiencing a mental health or substance-use related crisis. Alyssa Caldbeck, MSW, LISW will facilitate Mental Health First Aid training for in-person sessions in each district across the state as well as a virtual option. ***More information and registration for Mental Health First Aid Training will be announced in 2025.***

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## Holiday Week



One webinar tomorrow before we all bounce out for the Thanksgiving Holiday

**Check it Out. November 26.  
11:00AM-12:00PM**

Check it Out! is a monthly webinar series from the State Library spotlighting the best new books for ages 0-18. Youth Services Consultant Janeé Jackson-Doering shares collection development tips, programming ideas, the best books to use for storytimes, and new titles galore for kids and teens.

[Register in Workday Learning](#)

Speaking of Thanksgiving: Governor Reynolds awarded state employees with a bonus holiday this week. As a result, all **State Library offices will be closed November 27-29**, offices open again on Monday December 2.

Look for the next **Eye-Opener** on **December 9**.  
**Here's to a full-filling Thanksgiving Holiday ... safe travels!**





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