



CARL•Connect Staff Training OWLSnet

Software Trainer
Cindy Phillips

Supporting TLC Staff
Jessica Seybold

Date & Time
July 7, 8, 2020
9:00 am – 12:00 pm Central Time each Session

Agenda Day 1

9:00 am	-	9:10 am	Introductions
9:10 am	-	9:20 am	CARL•Connect Staff Login & Overview
9:20 am	-	9:35 am	CARL•Connect Staff Settings
9:35 am	-	10:05 am	CARL•Connect Circulation: User Searching & Information
10:05 am	-	10:20 am	BREAK
10:20 am	-	10:40 am	CARL•Connect Circulation: New User Registration
10:40 am	-	11:00 am	CARL•Connect Circulation: User Merge
11:00 am	-	12:00 pm	Wrap Up and Questions

Agenda Day 2

9:00 am	-	9:30 am	CARL•Connect Circulation: Check Out & Check In
9:30 am	-	10:00 am	CARL•Connect Circulation: Fill List
10:00 am	-	10:20 am	CARL•Connect Items: Searching & Results
10:20 am	-	10:35 am	CARL•Connect Items: Editing Items
10:35 am	-	10:50 am	BREAK
10:50 am	-	11:10 am	CARL•Connect Items: Creating Items
11:10 am	-	12:00 pm	Wrap Up and Questions