# Lynda.com

To help students, faculty, and staff remain at the forefront of the digital age, Harrisburg University obtained a license agreement with online training provider, Lynda.com, enhancing a service that already provided access to thousands of video tutorials on hundreds of technology topics. The enhanced service, called LyndaCampus, allows individuals to track progress using personal profiles; to bookmark courses, movies, and locations within courses and movies for future reference; and to earn certificates as evidence of course completion.

Using the profile feature, not only do individuals now have records of the courses they have completed, but they also can track their progress and activity within a course. This will reduce the amount of time people spend maintaining their own records of Lynda.com activity.

Faculty who want to ensure that students have completed certain courses can have students e-mail or print their certificates of completion. Students can also take advantage of certificates of completion in a variety of ways, including adding them to e-portfolios, which can help with their careers. In addition to documenting Lynda.com courses on resumes and in e-portfolios, students can use certificates as proof of course completion when applying and interviewing for internships and positions.

Similar benefits are true for staff, who can incorporate Lynda.com tutorials and certificates of completion into their professional development plans. Features available through LyndaCampus will allow staff members to maintain centralized records of their Lynda.com training activity as they progress through their careers at Harrisburg University.

This is a cost-effective way for members of the Harrisburg University community to broaden skills or learn new ones. Lynda.com is an excellent source of training that is easily accessible, can fit a variety of schedules and time frames, and can provide the right training at the right time for faculty, staff, and students.

In the increasingly ubiquitous and always changing world of technology, Lynda.com tutorials provide access to learning opportunities that keep technology skills current for optimal productivity. The Lynda.com service gives students, faculty, and staff a convenient way to get up to speed with the features of critical applications.

The Library at Harrisburg University has a site license for Lynda.com, an award-winning, online software-training site. The Lynda.com training library contains <u>6,000+ courses</u> and <u>200,000+ videos</u> featuring a wide variety of software packages, such as Adobe and Microsoft Office products, video- and audio-editing software, web development applications, scripting, and 3D design packages, among other topics.

## **Need to Know:**

- The URL for Harrisburg University's web portal to Lynda.com is https://www.lynda.com/signin/organization
- Anyone with a valid Harrisburg University email address has access to Lynda.com
- Lynda.com has its own <u>FAQ page</u>
- Have feedback or other questions about Lynda.com? Please email library@harrisburgu.edu

# Lynda.com FAQs

### Q: What is Lynda.com?

A: Lynda.com is an online training library that covers many software titles, scripting languages, design and web development platforms, popular online websites, and other topics such as business, photography, and education. You can browse courses by skill level, subject, software, companies, and authors here.

#### Q: How do I log into Lynda.com?

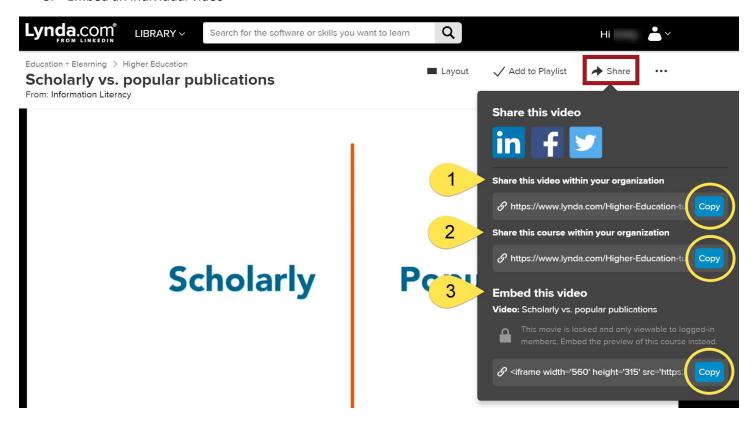
A: You should access Lynda.com through the <u>Library website</u>, <u>Moodle</u> (box labeled "Student Success"), or by clicking this link: <u>https://www.lynda.com/signin/organization</u>. Once you have accessed the log in page:

- 1. You will be asked to enter the organization's URL. Enter harrisburgu.edu into the box, then click Continue.
- 2. You will be asked to enter your email. Enter your HU email address, then click Continue.

#### Q: How can I integrate Lynda.com into a course I am teaching in Moodle?

A: By using the "Share" button, you are able to:

- 1. Share a link to an individual video
- 2. Share a link to an entire course
- 3. Embed an individual video



### Q: If I finish a course, can I take it again?

A: Yes, you can review any course or video as often as you wish.

#### Q: Is there a limit to the number of people who can use the Harrisburg University Lynda.com portal at one time?

A: No, we have an unlimited site license. If you cannot get in, there may be another problem with our web portal. Call the Library (717-901-5188) if the site does not seem to be working so that we can figure out if there is a problem.

#### Q: How are instructors chosen for these Lynda.com courses?

A: Lynda.com contracts with experts in particular topics. The courses are usually taught by industry professionals whose expertise is an excellent match for the topic.

#### Q: Does Lynda.com work on other devices?

A: There are Lynda.com apps available for phones, tablets, desktops, and TVs. Learn more about the <u>mobile and desktop</u> <u>apps here</u> and more about the <u>TV apps here</u>.

#### Q: I can hear the voice of the instructor when I play a movie, but the video screen is blank.

A: Learn about system requirements for viewing videos and courses <u>here</u>.

#### Q: Why are there several courses on the same topic?

A: Lynda.com offers courses for all levels of expertise. There are comprehensive courses that teach everything a user needs to know about an unfamiliar application, courses that assume that you are familiar with the previous version and want to know only what has changed in the new version, and preview courses of new features in software that may not yet be released. Some courses focus on a single task; for instance, how to do a mail-merge in Microsoft Word or how to make a pivot table in Excel.

#### Q: How do I learn more?

A: Lynda.com has its own <u>FAQ page</u> with answers to questions not covered here. There is also a Lynda.com course called "How to use Lynda.com" that covers all aspects of the web site.