

Network Working Group
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Catalogue of Network Training Materials

Produced as a collaborative effort by the Joint IETF/TERENA(RARE)
Network Training Materials - Working Group (TRAINMAT)

Status of this Memo

This memo provides information for the Internet community. This memo does not specify an Internet standard of any kind. Distribution of this memo is unlimited.

Abstract

The purpose of this document is to provide a catalogue of quality Network Training Materials for use by Internet trainers in training their users. By providing such a collection of pointers to useful resources, it is hoped that trainers will be relieved of much of the load of producing current training materials.

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1. Introduction

As the range of information and services on the Internet expands, so does the potential user population. Given the significant investment in the network and the various networked information and data services, it is essential that the broad spectrum of potential users are made aware of these services. In particular they require training in using these facilities and in making effective use of the tools available for searching for and retrieving information available on the global network.

The rapid expansion of the user base has made it difficult for network trainers to keep up with the demand for training. Librarians, Computing Service staff and subject-based Network Support staff all have a vital role to play in training users. Easy access to quality network training materials and the pooling of resources will help spread the load.

The purpose of this document is to provide a catalogue of quality Network Training Materials for use by Internet trainers. By providing such a collection of pointers to useful resources, it is hoped that trainers will be relieved of much of the load of producing current training materials. The intention is to make this a "living document". It will be held on-line so that each section may be updated separately as appropriate.

2. How the information was collected

The information contained in this report was collected over the network by volunteers from the Trainmat Working Group from the contacts for each network training resource using the Trainmat template (see Appendix A). The contents of this template had been discussed by the Trainmat WG at its meetings and on the mailing list. The decision on whether or not to include an item was made by the members of the working group.

3. What is covered?

This catalogue covers network training materials. These are categorised as follows:

Presentation Material: including OHP masters, speaker's hand-outs and speaker's notes

Workshop Exercises: including workshop hand-outs as well as detailed instructions for undertaking hands-on exercises

Self-Paced Material: including online tutorials

Some material such as selected User Guides, Resource Guides and Trainer Guides are of particular use to trainers and have been included as appropriate. The resource lists included are those assembled for training purposes and those frequently used or referred to in training.

Special Online Collections of training materials are now available and a selection of these is included.

The full list of Categories used is:

- User Guides
- Resource Guides
- Trainer Guides
- Presentation Material
- Workshop Exercises
- Self-Paced Material
- Online Collections

4. Updating information

The catalogue is available online. As this will be more up to date than the RFC version, the online version should be used as the basis for any updates. The WWW version of the document provides a mechanism, through an HTML form, to send updates (and new material) to the maintainers of this catalogue.

To access the document online you may use the World Wide Web using:

- <http://www.trainmat.ietf.org/catalogue.html>
- <http://www.trainmat.ietf.org/template.html>

Updates to the catalogue are welcome and can be made by either completing a template and sending it to "catalogue@connect.com.au" or (preferably) by using the HTML form on the World Wide Web
<http://www.trainmat.ietf.org/form.html>

The new and revised entries are reviewed by a small international editorial board made up of TRAINMAT volunteers. The updating of the catalogue is done on a best effort basis and is subject to review.

5. Network Training Materials

This section contains the completed templates of network training material, as received by the publication date of this document. The online versions of this document may have more up to date material. The material falls into the following broad categories (see also section 3):

- User Guides
- Resource Guides
- Trainer Guides
- Presentation material
- Workshop exercises
- Self-paced material
- On-Line Collections

Template-Type: Trainmat
Handle: 2
Category: User Guides
Country: US - United States
Title: Internet Passport: NorthWestNet's Guide to Our World Online
Author-Name: NorthWestNet
Author-Email:
Organization-Name: NorthWestNet
Organization-Address: 15400 SE 30th Place, Suite 202 Bellevue, WA 98007
Audience-Level: Beginner
Language: EN - English
Keywords: Internet; Network services; OPACs, databases; Usenet News;
electronic mail, WWW, gopher, ftp, archie, telnet, WAIS,
directory services, electronic publications, information
provision, security, health care, K-12, supercomputing.
Description: Step-by-step manual, covering the current tools and
resources of the Internet with explanations by information
professionals and experienced Internet trainers.
Contact-Name:
Contact-Address:
Contact-Phone: +1 206-562-3000
Contact-Email: passport@nwnet.net
Latest-Revision-Date: January 1995
Cost: US 29.95

Access-Type: www
URL: <URL:http://www.nwnet.net/passport>

Access-Type: printed guide
Publisher-Name: Prentice Hall
Publisher-Address:
Publisher-Phone:
Size: 667 pp.
Reference: ISBN 0-13-194200-X

Notes: Information on ordering is available from:
<http://www.nwnet.net/homepage/abtpassport/passhome.html>
Record-Last-Verified-Date: October, 1995
Record-Last-Modified-Date: October, 1995
Record-Last-Modified-Name: Isaacs, Margaret
Record-Last-Modified-Email: mmi@dcs.gla.ac.uk

Template-Type: Trainmat
Handle: 7
Category: User Guides
Country: US - United States
Title: The Net: User Guidelines and Netiquette
Author-Name: Rinaldi, Arlene H.
Author-Email: rinaldi@acc.fau.edu
Organization-Name: Information Resource Management, Florida Atlantic
University, USA
Organization-Address:
Audience-Level: Beginner
Language: EN - English
Language: DE - German
Language: IT - Italian
Language: ES - Spanish
Language: FR - French
Language: PT - Portuguese
Language: JA - Japanese
Keywords: netiquette; network applications; Usenet; ethics
Description: Guide to responsible practice in making use of network
services. Gives guidelines in areas of telnet, ftp, e-mail,
Listserv groups, mailing lists, Usenet, plus "The Ten
Commandments for Computer Ethics."
Contact-Name: Rinaldi, Arlene
Contact-Address:
Contact-Phone:
Contact-Email: rinaldi@acc.fau.edu
Latest-Revision-Date: January 1996
Cost: free

Access-Type: www
URL: <URL:http://www.fau.edu/rinaldi/netiquette.html>

Notes: The translated versions may not necessarily have the same
'Lastest-Version' date as the original.
Record-Last-Verified-Date: February 1996
Record-Last-Modified-Date: February 1996
Record-Last-Modified-Name: Wright, Emma F.
Record-Last-Modified-Email: Emma.Wright@newcastle.ac.uk

Template-Type: Trainmat
Handle: 8
Category: User Guides
Country: US - United States
Title: Emily Postnews Answers Your Questions on Netiquette
Author-Name: Templeton, Brad
Author-Email: brad@clarinet.com
Organization-Name:
Organization-Address:
Audience-Level: Intermediate
Language: EN - English
Language: DE - German
Language: FR - French
Keywords: advice, netiquette, satire
Description: Lessons about network etiquette through advice on good
practice, heavily laden with irony.
Contact-Name: Templeton, Brad
Contact-Address:
Contact-Phone:
Contact-Email: brad@clarinet.com
Latest-Revision-Date: May 1995
Cost: free

Access-Type: ftp
URL: <URL:ftp://pit-manager.mit.edu/pub/usenet-by-group/news.answers/
news/emily-postnews/part1>

Notes:

Record-Last-Verified-Date: February 1996
Record-Last-Modified-Date: February 1996
Record-Last-Modified-Name: Wright, Emma F.
Record-Last-Modified-Email: Emma.Wright@newcastle.ac.uk

Template-Type: Trainmat
Handle: 10
Category: User Guides
Country: US - United States
Title: Surfing the Internet
Author-Name: Polly, Jean Armour
Author-Email:
Organization-Name: Net-mom.com
Organization-Address: Net-mom.com 4146 Barker Hill Rd. Jamesville NY
13078
Audience-Level: Beginner
Language: EN - English
Keywords:
Description: Overview of the Internet with somewhat of a focus on
education. Includes projects underway and various kinds of
services, including bulletin board systems, databases, OPACS,
listservs, and muses. Gives contacts for getting connected and
discusses common Internet tools. Magazine article, which is
included in the ftp file, is a non-technical introduction to the
Internet without the specific information given in the ftp file.
Contact-Name: Polly, Jean Armour
Contact-Address: Net-mom.com
4146 Barker Hill Rd.
Jamesville
NY 13078
Contact-Phone: +1 315-469-8670
Contact-Email: polly@well.com
Latest-Revision-Date: May 1993
Cost: free

Access-Type: ftp
URL: <URL:ftp://nysernet.org/pub/resources/guides/surfing.2.0.3.txt>
File-Size: 60 K

Access-Type: journal article
Publisher-Name: Wilson Library Bulletin
Publisher-Address:
Publisher-Phone:
Size: 2 pp.
Reference: v. 66 no. 10, pp. 38-39

Notes:
Record-Last-Verified-Date: February 1996
Record-Last-Modified-Date: February 1996
Record-Last-Modified-Name: Shepstone, Jon
Record-Last-Modified-Email: J.P.Shepstone@newcastle.ac.uk

Template-Type: Trainmat
Handle: 14
Category: User Guides
Country: GB - Great Britain
Title: A Guide to Electronic Mail
Author-Name: Brack, Verity
Author-Email: V.Brack@sheffield.ac.uk
Organization-Name: Academic Computing Services Dept, University of
Sheffield
Organization-Address: Sheffield S10 2TN, UK
Audience-Level: Intermediate
Language: EN - English
Keywords: e-mail; Janet; gateways; names; addresses; networks
Description: Details of using e-mail from Sheffield to other sites and
networks, including sending files by e-mail. Section on use of
gateways. Some site-specific information.
Contact-Name: Brack, Verity
Contact-Address: Academic Computing Services
University of Sheffield
Sheffield S10 2TN
Contact-Phone: +44 114 282 4253
Contact-Email: V.Brack@sheffield.ac.uk
Latest-Revision-Date: October 1994
Cost: free

Access-Type: email
Access-Email: V.Brack@sheffield.ac.uk
File-Size: 222,744 bytes
Content-Type: Word for Windows
Email-Command: send a message to Verity Brack asking for ppnotesmail2

Access-Type: printed booklet
Publisher-Name: ACS, University of Sheffield
Publisher-Address:
Publisher-Phone:
Size: 39 pages, A4
Reference: Mail2

Notes:
Record-Last-Verified-Date: October 94
Record-Last-Modified-Date: October 94
Record-Last-Modified-Name: Brack, Verity
Record-Last-Modified-Email: V.Brack@sheffield.ac.uk

Template-Type: Trainmat
Handle: 58
Category: Self-paced Material
Country: GB - Great Britain
Title: Course Notes and Exercises: Networked Information Services 1:
Janet
Author-Name: Brack, Verity
Author-Email: V.Brack@sheffield.ac.uk
Organization-Name: Academic Computing Services, University of Sheffield
Organization-Address: Sheffield S10 2TN, UK
Audience-Level: Beginner
Language: EN - English
Keywords: Janet; use; bulletin boards; information services
Description: Notes and exercises covering the use of information
services on Janet. Includes using the NISS gateway, the NISS and
BUBL bulletin boards, Janet News, OPACs and the X.500 directory
service.
Contact-Name: Brack, Verity
Contact-Address: Academic Computing Services
University of Sheffield
Sheffield S10 2TN
Contact-Phone: +44 114 282 4253
Contact-Email: V.Brack@sheffield.ac.uk
Latest-Revision-Date: September 1994
Cost: free for non-commercial use

Access-Type: email
Access-Email: V.Brack@sheffield.ac.uk
File-Size: 140,870 bytes
Content-Type: Word for Windows
Email-Command: send a message to Verity Brack asking for

Access-Type: booklet
Publisher-Name: Academic Computing Services, University of Sheffield
Publisher-Address: Sheffield S10 2TN
Publisher-Phone:
Size: 8 pages, A4
Reference: CN-Comms1

Notes:
Record-Last-Verified-Date: January 96
Record-Last-Modified-Date: January 96
Record-Last-Modified-Name: Brack, Verity
Record-Last-Modified-Email: V.Brack@sheffield.ac.uk

Template-Type: Trainmat
Handle: 61
Category: User Guides
Country: NL - Netherlands
Title: SURFnet Guide 94/95
Author-Name: Geerlings, Ben; Heijne, Maria; Stals, Bert
Author-Email:
Organization-Name: SURFnet BV
Organization-Address: Utrecht
Audience-Level: Intermediate
Language: EN - English
Keywords:
Description: Comprehensive guide to services accessible via SURFnet
complete with access details. Explains in non-technical language
about networks, e-mail, remote login, file transfer, bulletin
boards, remote job entry, electronic conferencing, etc.
Contact-Name: Geerlings, Ben
Contact-Address: SURFnet BV
PO Box 19035
3501 DA Utrecht
The Netherlands
Contact-Phone: +31 30 310290
Contact-Email: info@SURFnet.nl
Latest-Revision-Date: 1994
Cost: free

Access-Type: ftp
URL: <URL:ftp://ftp.nic.SURFnet.nl/surfnet/publications/guide/>
File-Size: 329 K

Access-Type: book
Publisher-Name: SURFnet bv
Publisher-Address: SURFnet BV
PO Box 19035
3501 DA Utrecht
The Netherlands
Publisher-Phone: +31 30 310290
Size: 265 pp.
Reference: ISBN 90-74719-01-5

Notes: Special contributions: Janneke Abbema, Xander Jansen, Pien
Verhorst Available in Dutch and English, and in ascii, Word
Perfect, and postscript formats.
Record-Last-Verified-Date: January 96
Record-Last-Modified-Date: January 96
Record-Last-Modified-Name: Isaacs, Margaret
Record-Last-Modified-Email: mmi@dcs.gla.ac.uk

Template-Type: Trainmat
Handle: 64
Category: User Guides
Country: US - United States
Title: A Cruise of the Internet
Author-Name: Burdick, Steve
Author-Email:
Organization-Name: Merit Network Inc.
Organization-Address: Ann Arbor, Mich.
Audience-Level: Beginner
Language: EN - English
Keywords: basic introduction internet
Description: Merit's "Cruise of the Internet" is a computer-based tutorial for new as well as experienced Internet "navigators." The Cruise will introduce you to Internet resources as diverse as supercomputing, minorities, multimedia, and even cooking. It will also provide information about the tools needed to access those resources.
Contact-Name: Ward, Jo Ann
Contact-Address: Merit Network Inc.
Information Services
2901 Hubbard
Pod G
Ann Arbor
MI 48105
Contact-Phone:
Contact-Email: cruise2feedback@merit.edu
Latest-Revision-Date: 1992
Cost: free (US\$10 for diskette version)

Access-Type: ftp
URL: <URL:ftp://nic.merit.edu/internet/resources/cruise.dos/>
File-Size: approx. 1.5 MB
Requirements: This tutorial will run on any IBM-DOS or DOS-compatible computer which is equipped to display 256 colors at an aspect ratio of 640 x 480. To run the Cruise tutorial you will need - An IBM-DOS or DOS-compatible computer - XGA- or XGA-compatible adapter set to display 256 colors at 640 x 480 - Microsoft Windows(TM) version 3.1 running in enhanced mode - Approximately 1.5 MB of disk space - 2 MB RAM minimum

Access-Type: ftp

URL: <URL:ftp://nic.merit.edu/internet/resources/cruise.mac/>

File-Size: approx. 1.5 MB

Requirements: This tutorial will run on any color Macintosh which is capable of displaying 256 colors. To run the Cruise tutorial you will need - A Macintosh II, LC or Quadra series computer - 8-bit color and any color monitor (12" minimum) - System 6.05 or 7.x - Approximately 3 MB of disk space - 4 MB RAM is recommended

Access-Type: disk

Publisher-Name: Merit Network, Inc., Information Services

Publisher-Address: 2901 Hubbard, Pod G Ann Arbor, MI 48105

Publisher-Phone:

Publisher-Email: cruise2feedback@merit.edu

Size: (1.44MB HD diskette only)

Notes:

Record-Last-Verified-Date: Never

Record-Last-Modified-Date: January 96

Record-Last-Modified-Name: Mann, Dawn

Record-Last-Modified-Email: MANND@AdminA.RFERL.ORG

Template-Type: Trainmat
Handle: 68
Category: Resource Guides
Country: US - United States
Title: Information Sources: the Internet and Computer-Mediated
Communication
Author-Name: December, John
Author-Email: decemj@rpi.edu
Organization-Name: Rensselaer Polytechnic Institute
Organization-Address: Troy, New York, USA
Audience-Level: Intermediate
Language: EN - English
Keywords: Computer mediated networked communication information
Description: The work's purpose is "to list pointers to information
describing the Internet, computer networks, and issues related
to computer-mediated communication (CMC)."
Contact-Name: December, John
Contact-Address:
Contact-Phone:
Contact-Email: decemj@rpi.edu
Latest-Revision-Date: December 95. Release 4.05
Cost: Free for non commercial use

Access-Type: ftp
URL: <URL:ftp://ftp.rpi.edu/pub/communications/internet-cmc.txt>
File-Size: 230KB (approx.)
Requirements: none

Access-Type: www
URL: <URL:http://www.rpi.edu/Internet/Guides/decemj/internet-cmc.html>

Notes:
Record-Last-Verified-Date: January 1995
Record-Last-Modified-Date: February 1996
Record-Last-Modified-Name: Scales, Walter
Record-Last-Modified-Email: Walter.Scales@newcastle.ac.uk

Template-Type: Trainmat
Handle: 69
Category: User Guides
Country: US - United States
Title: The Whole Internet User's Guide and Catalogue (2nd ed.)
Author-Name: Krol, Ed
Author-Email: info@ora.com
Organization-Name: O'Reilly & Associates
Organization-Address: 103 Morris Street, Suite A Sebastopol, CA 95472
Audience-Level: Intermediate
Language: EN - English
Keywords: User guide, resource guide, catalog
Description: A guide for both new and experienced users of the Internet.
Utilities such as email, News, ftp are discussed along with some
of the newer tools such as WWW, gopher and archie. A good
resource section is provided as well.
Contact-Name: info@ora.com
Contact-Address:
Contact-Phone: +1 707 829 0515 or (800) 998-9938
Contact-Email: info@ora.com
Latest-Revision-Date: April 1994
Cost: Commercial

Access-Type: book
Publisher-Name: O'Reilly & Associates
Publisher-Address: 103 Morris Street, Suite A Sebastopol, CA 95472
Publisher-Phone: +1 707 829 0515 or (800) 998-9938
Publisher-Email: info@ora.com
Size: 572 pages
Reference: ISBN 1-56592-063-5

Notes:

Record-Last-Verified-Date: September 94
Record-Last-Modified-Date: February 1996
Record-Last-Modified-Name: Scales, Walter
Record-Last-Modified-Email: Walter.Scales@newcastle.ac.uk

Template-Type: Trainmat
Handle: 70
Category: Presentation Material
Country: GB - Great Britain
Title: Network Training Pack
Author-Name: Network Training Materials Project
Author-Email: mmi@dcs.gla.ac.uk
Organization-Name: University of Newcastle
Organization-Address: Newcastle upon Tyne NE1 7RU UK
Audience-Level: Beginner/Intermediate
Language: EN - English
Keywords: networks, network training, networked information, network services
Description: A mix'n match set of generic training materials comprising presentations with notes, workshop exercises, handout sheets, etc. Intended to be taken and adapted by trainers in their local training programmes.
Contact-Name: Foster, Jill
Contact-Address: Computing Service
University of Newcastle
Newcastle upon Tyne NE1 7RU
Contact-Phone: +44 191 222 8080
Contact-Email: jill.foster@ncl.ac.uk
Latest-Revision-Date:
Cost: Free for non commercial use

Access-Type: ftp
URL: <URL:ftp://ftp.ncl.ac.uk/pub/network-training/trainpack/>
Requirements: Presentation files for PC Windows or Apple Mac require Microsoft PowerPoint or PowerPoint Viewer to run. Viewer is available free on this server.

Access-Type: gopher
URL: <URL:gopher://trainmat.ncl.ac.uk:7070/11/NetTrainPack/>
Requirements: Presentation files for PC Windows or Apple Mac require Microsoft PowerPoint or PowerPoint Viewer to run. Viewer is available free on this server.

Notes:
Record-Last-Verified-Date: January 96
Record-Last-Modified-Date: January 96
Record-Last-Modified-Name: Isaacs, Margaret
Record-Last-Modified-Email: mmi@dcs.gla.ac.uk

Template-Type: Trainmat
Handle: 71
Category: Workshop Exercises
Country: GB - Great Britain
Title: Janet Hunt
Author-Name: Daniels, Graham
Author-Email: lbx001@coventry.ac.uk
Organization-Name: Bulletin Board for Libraries
Organization-Address: University of Bath, Bath, UK
Audience-Level: Intermediate
Language: EN - English
Keywords: JANET, Internet, quiz
Description: Set of quizzes with answers
Contact-Name: Daniels, Graham
Contact-Address:
Contact-Phone:
Contact-Email: lbx001@coventry.ac.uk
Latest-Revision-Date:
Cost: Free

Access-Type: gopher
URL: <URL:gopher://bubl.bath.ac.uk:7070/11/BUBL_Main_Menu/K/K02/K02A>

Notes:

Record-Last-Verified-Date: January 96
Record-Last-Modified-Date: January 96
Record-Last-Modified-Name: Isaacs, Margaret
Record-Last-Modified-Email: mmi@dcsl.gla.ac.uk

Template-Type: Trainmat
Handle: 73
Category: User Guides
Country: US - United States
Title: An Introduction to Using the Internet at St. Louis University
School of Law
Author-Name: Milles, Jim
Author-Email: millesjg@sluvca.slu.edu
Organization-Name: St Louis University School of Law Library
Organization-Address: St Louis, Missouri, USA
Audience-Level: Intermediate
Language: EN - English
Keywords: VAX, Pine, Email, telnet, ftp, kermit, Gopher
Description: Largely a local document, but has detailed descriptions of
Pine and VAX mail systems. Also acts as a resource guide for
legal information and e-mail lists.
Contact-Name: Milles, Jim
Contact-Address:
Contact-Phone:
Contact-Email: millesjg@sluvca.slu.edu
Latest-Revision-Date: May 94
Cost: Unknown

Access-Type: ftp
URL: <URL:ftp://lawlib.slu.edu/pub/millesjg/interlaw.exe>
File-Size: 138186
Requirements: Self-extracting archive to a WP file

Notes:

Record-Last-Verified-Date: February 1996
Record-Last-Modified-Date: February 1996
Record-Last-Modified-Name: Scales, Walter
Record-Last-Modified-Email: Walter.Scales@newcastle.ac.uk

Template-Type: Trainmat
Handle: 74
Category: Resource Guides
Country: US - United States
Title: "Where to Start" for New Internet Users
Author-Name: Milles, Jim
Author-Email: millesjg@sluvca.slu.edu
Organization-Name: Saint Louis University School of Law Library
Organization-Address: St Louis, Missouri, USA
Audience-Level: Intermediate
Language: EN - English
Keywords: Bibliography, Internet
Description: An annotated bibliography of books and ftp documents.
Arranged by category of potential user.
Contact-Name: Milles, Jim
Contact-Address:
Contact-Phone:
Contact-Email: millesjg@sluvca.slu.edu
Latest-Revision-Date: May 94
Cost: Free

Access-Type: email
Access-Email: listserv@ubvm.cc.buffalo.edu
File-Size: 18095
Content-Type: Text
Email-Command: get newusers faq nettrain f=mail

Access-Type: ftp
URL: <URL:ftp://lawlib.slu.edu/newusers.faq>
File-Size: 18095

Access-Type: www
URL: <URL:http://lawlib.slu.edu/newusers.htm>

Notes:

Record-Last-Verified-Date: February 1996
Record-Last-Modified-Date: February 1996
Record-Last-Modified-Name: Scales, Walter
Record-Last-Modified-Email: Walter.Scales@newcastle.ac.uk

Template-Type: Trainmat
Handle: 75
Category: Self-paced Material
Country: US - United States
Title: Introduction to the Internet II
Author-Name:
Author-Email:
Organization-Name: Globewide Network Academy
Organization-Address: Texas, USA
Audience-Level: Beginner
Language: EN - English
Keywords: Distance education, on-line courses, catalog, MOO, Internet
Description: Online Internet course
Contact-Name:
Contact-Address:
Contact-Phone:
Contact-Email:
Latest-Revision-Date:
Cost: Free

Access-Type: www
URL: <URL:http://uu-gna.mit.edu:8001/uu-gna/text/internet/welcome.html>

Notes: Although this course is free, some Globewide Network Academy
services are charged for, for example membership.

Record-Last-Verified-Date: January 96
Record-Last-Modified-Date: February 1996
Record-Last-Modified-Name: Scales, Walter
Record-Last-Modified-Email: Walter.Scales@newcastle.ac.uk

Template-Type: Trainmat
Handle: 76
Category: Workshop Exercises
Country: US - United States
Title: Internet Hunt
Author-Name: Gates, Rick
Author-Email: rgates@locust.cic.net
Organization-Name: University of Arizona
Organization-Address: 1515E 1st Street, Tucson, Arizona, USA
Audience-Level: Advanced
Language: EN - English
Keywords: quiz, Internet
Description: Monthly quiz for individuals or teams, with useful archive
(ceased April 1995)
Contact-Name: Gates, Rick
Contact-Address: Student and Lecturer
 hool of Information Resources
 University of Arizona
 1515E 1st St
 Tucson AZ
Contact-Phone: +1 602 621-3958
Contact-Email: rgates@locust.cic.net
Latest-Revision-Date:
Cost: Free

Access-Type: ftp
URL: <URL:ftp://ftp.cic.net/pub/hunt>

Access-Type: gopher
URL: <URL:gopher://gopher.cic.net:2000/11/hunt>

Access-Type: www
URL: <URL:http://www.hunt.org/>

Notes:
Record-Last-Verified-Date: January 1996
Record-Last-Modified-Date: February 1996
Record-Last-Modified-Name: Scales, Walter
Record-Last-Modified-Email: Walter.Scales@newcastle.ac.uk

Template-Type: Trainmat

Handle: 78

Category: Resource Guides

Country: US - United States

Title: LIBCAT

Author-Name: Noonan, Dana

Author-Email: noonan@msus1.msus.edu

Organization-Name: Minnesota State University

Organization-Address: Minnesota

Audience-Level: Intermediate

Language: EN - English

Keywords:

Description: Describes library-related resources available via the Internet, such as online catalogs, library gophers, WWW servers, special collections, databases and bibliographies, discussion lists, etc. Links to many services.

Contact-Name: Noonan, Dana

Contact-Address:

Contact-Phone:

Contact-Email:

Latest-Revision-Date: January 1995

Cost: Free

Access-Type: www

URL: <URL:http://www.metronet.lib.mn.us/lc/lc1.html>

Notes:

Record-Last-Verified-Date: January 96

Record-Last-Modified-Date: January 96

Record-Last-Modified-Name: Isaacs, Margaret

Record-Last-Modified-Email: mmi@dcs.gla.ac.uk

Template-Type: Trainmat
Handle: 79
Category: Resource Guides
Country: US - United States
Title: A Guide To Internet/Bitnet v.2.0
Author-Name: Noonan, Dana
Author-Email: noonan@msus1.msus.edu
Organization-Name: Minnesota State University
Organization-Address: Minnesota
Audience-Level:
Language: EN - English
Keywords: Telnet, ftp, Electronic Journals, Newsletters.
Description: A comprehensive overview of network resources.
Overwhelmingly North American bias. Covers e-mail lists, Usenet
and library catalogs well, but has comparatively little detail
about gopher, WWW etc. Early sections aimed at VAX users only.
Good bibliography.
Contact-Name: Noonan, Dana
Contact-Address:
Contact-Phone:
Contact-Email:
Latest-Revision-Date: June 1995
Cost: Free

Access-Type: www
URL: <URL:http://www.metronet.lib.mn.us/guide/guide.html>

Notes:
Record-Last-Verified-Date: January 96
Record-Last-Modified-Date: February 1996
Record-Last-Modified-Name: Wright, Emma F.
Record-Last-Modified-Email: Emma.Wright@newcastle.ac.uk

Template-Type: Trainmat
Handle: 81
Category: Presentation Material
Country: GB - Great Britain
Title: Network Services on Janet and Internet: A Lunch Time seminar for
Library Staff
Author-Name: Munroe, George & Kirkpatrick, Diana
Author-Email: G.Munroe@qub.ac.uk
Organization-Name: Queens University
Organization-Address: Belfast
Audience-Level: Intermediate
Language: EN - English
Keywords: JANET, Host connection, Email, File transfer, Clients and
Servers, Gopher, WAIS, WWW.
Description: Seminar on Janet & the Internet
Contact-Name: Munroe, George
Contact-Address: Queens University Computer Centre
Belfast BT7 1NN
Northern Ireland
Contact-Phone:
Contact-Email: G.Munroe@Queens-Belfast.ac.uk
Latest-Revision-Date: March 1994
Cost: Free

Access-Type: www
URL: <URL:http://boris.qub.ac.uk/george/library/>

Notes:

Record-Last-Verified-Date: January 1996
Record-Last-Modified-Date: January 1996
Record-Last-Modified-Name: Hiom, Debra
Record-Last-Modified-Email: D.Hiom@bristol.ac.uk

Template-Type: Trainmat
Handle: 85
Category: On-Line Collections
Country: GB - Great Britain
Title: SOSIG Documentation and Training Materials
Author-Name: Huxley, Lesly & Ferguson, Nicky
Author-Email: lesly.huxley@bristol.ac.uk
Organization-Name: Centre for Computing in the Social Sciences
Organization-Address: University of Bristol, 8 Woodland Road, Bristol
BS8 1TN
Audience-Level: Beginner/Intermediate
Language: EN - English
Keywords: Internet, Social science, Social Science Information Gateway
(SOSIG), WWW, Telnet, Lynx, Information services, Netscape,
Mailbase, NISS, Mailbase, Library Catalogue, Nameflow, BUBL.
Description: Collection of training and documentation specifically for
social scientists.
Contact-Name: Huxley, Lesly
Contact-Address:
Contact-Phone: +44 117 928 8472
Contact-Email: lesly.huxley@bristol.ac.uk
Latest-Revision-Date: January 1996
Cost: Free

Access-Type: www
URL: <URL:http://sosig.ac.uk/training/training.html>

Access-Type: ftp
URL: <URL:ftp://sosig.ac/pub/sosig/doc>

Notes:
Record-Last-Verified-Date: January 1996
Record-Last-Modified-Date: January 1996
Record-Last-Modified-Name: Wright, Emma F.
Record-Last-Modified-Email: Emma.Wright@newcastle.ac.uk

Template-Type: Trainmat

Handle: 87

Category: Presentation material

Country: US - United States

Title: University of Washington Internet training

Author-Name: Larsson, Laura

Author-Email: larsson@u.washington.edu

Organization-Name: University of Washington

Organization-Address: Seattle, Washington, USA

Audience-Level: Intermediate

Language: EN - English

Keywords:

Description: A series of presentation graphics about the Internet,
including material for trainers on Internet training

Contact-Name: Larsson, Laura

Contact-Address:

Contact-Phone:

Contact-Email: larsson@u.washington.edu

Latest-Revision-Date: 1994

Cost: Free

Access-Type: gopher

URL: <URL:gopher://nisp.ncl.ac.uk:7070/11/OtherMat/GeneralTrainMats/
Washington/>

Requirements: Presentation files for PC Windows or Apple Mac require
Microsoft PowerPoint or PowerPoint Viewer to run.

Notes:

Record-Last-Verified-Date: January 96

Record-Last-Modified-Date: January 96

Record-Last-Modified-Name: Kessler, Gary

Record-Last-Modified-Email: kumquat@hill.com

Template-Type: Trainmat
Handle: 90
Category: User Guides
Country: US - United States
Title: Global Quest Video
Author-Name: Sellers, Jennifer
Author-Email: sellers@lupine.nsi.nasa.gov
Organization-Name: NASA - K-12 Internet Initiative
Organization-Address: US
Audience-Level: Beginner
Language: EN - English
Keywords:
Description: Video on benefits to schools on using the internet
Contact-Name: Sellers, Jennifer
Contact-Address:
Contact-Phone:
Contact-Email:
Latest-Revision-Date:
Cost: Commercial

Access-Type: video
Publisher-Name: NASA
Publisher-Address:
Publisher-Phone:
Publisher-Email: sellers@lupine.nsi.nasa.gov
Size:

Notes:
Record-Last-Verified-Date: Never
Record-Last-Modified-Date: January 96
Record-Last-Modified-Name: Dunlop, Angela
Record-Last-Modified-Email: AT.Dunlop@ulster.ac.uk

Template-Type: Trainmat
Handle: 91
Category: Trainer Guides
Country: US - United States
Title: Introducing the Internet: A Trainer's Workshop.
Author-Name: Jaffe, Lee D.
Author-Email:
Organization-Name:
Organization-Address:
Audience-Level: Advanced
Language: EN - English
Keywords:
Description: "A good starting point for Internet trainers in developing their presentations... looking for support to use to develop their own materials. Plus version has the added feature of Powerpoint diskettes for PC Windows and MAC." (Anonymous review)
Contact-Name:
Contact-Address:
Contact-Phone:
Contact-Email:
Latest-Revision-Date: 1994
Cost: Commercial

Access-Type: book
Publisher-Name: Library Solutions Press
Publisher-Address: 2137 Oregon St., Berkeley, CA 94705
Publisher-Phone: +1 510-841-2636
Publisher-Email: sales@library-solutions.com
Size: 92 Pages + Disks
Reference: ISBN 1-882208-05-6

Notes: Internet Workshop Series Number 1 Supplement to Crossing the Internet Threshold. Information about book available at <http://www.internet-is.com/library/introduc.html>.
Record-Last-Verified-Date: January 96
Record-Last-Modified-Date: April 1996
Record-Last-Modified-Name: Prior, Mark
Record-Last-Modified-Email: mrp@connect.com.au

Template-Type: Trainmat
Handle: 92
Category: Trainer Guides
Country: US - United States
Title: All About Internet FTP: Learning and Teaching to Transfer Files
on the Internet.
Author-Name: Robison, David F. W.
Author-Email:
Organization-Name:
Organization-Address:
Audience-Level: Advanced
Language: EN - English
Keywords:
Description: "A solid work demystifying file transfer protocol (FTP). A
good starting point for Internet trainers in developing their
presentations. Plus version has the added feature of Powerpoint
diskettes for PC Windows and MAC." (Anonymous review)
Contact-Name:
Contact-Address:
Contact-Phone:
Contact-Email:
Latest-Revision-Date: 1994
Cost: Commercial

Access-Type: book
Publisher-Name: Library Solutions Press
Publisher-Address: 2137 Oregon St., Berkeley, CA 94705
Publisher-Phone: +1 510-841-2636
Publisher-Email: sales@library-solutions.com
Size: 90 Pages + Disks
Reference: ISBN: 1-882208-06-4

Notes: Internet Workshop Series Number 2 Supplement to Crossing the
Internet Threshold. Information about book available from:
<http://www.internet-is.com/library/ftp.html>
Record-Last-Verified-Date: January 96
Record-Last-Modified-Date: April 1996
Record-Last-Modified-Name: Prior, Mark
Record-Last-Modified-Email: mrp@connect.com.au

Template-Type: Trainmat
Handle: 93
Category: User Guides
Country: US - United States
Title: The Computer Chronicles
Author-Name:
Author-Email:
Organization-Name: Station WITF-TV
Organization-Address:
Audience-Level: Intermediate
Language: EN - English
Keywords:
Description: "The reporter (it is produced by a TV station) interviews Brendan Kehoe, Howard Rheingold, Carl Malamud, and some other individuals. Short visits are made to NASA, ARPA, and a couple other sites. A few examples of Internet resources are briefly shown (getting a file with ftp, using MOSAIC, using gopher). It moves at a brisk pace and makes a nice, quick intro to the Internet." (Reviewed by Vicki Pengelly, pengelly@selway.umt.edu)
Contact-Name: Andrews, Donna
Contact-Address: Harrisburg
Pa
Contact-Phone: +1-800-366-9483 or +1-717-236-6000
Contact-Email:
Latest-Revision-Date:
Cost: Commercial

Access-Type: video
Publisher-Name: Station WITF-TV
Publisher-Address:
Publisher-Phone:
Size: 25 minutes

Notes: US\$37.50
Record-Last-Verified-Date: January 1996
Record-Last-Modified-Date: October 94
Record-Last-Modified-Name: Anagnostelis, Betsy
Record-Last-Modified-Email: betsy@rfhsm.ac.uk

Template-Type: Trainmat
Handle: 94
Category: User Guides
Country: US - United States
Title: The Video Guide to the Internet
Author-Name:
Author-Email:
Organization-Name: Visual Edge Productions
Organization-Address: 2750 Highview Ave., Altadena, Ca. 91001
Audience-Level: Intermediate
Language: EN - English
Keywords:
Description: "It uses lively graphic examples, and a sense of humor while giving demonstrations and explanations on all the major Internet tools: e-mail, listserv lists, newsgroups, telnet, ftp,archie, gopher, veronica, WAIS and the world wide web with Mosaic." (Anonymous review)
Contact-Name:
Contact-Address: Visual Edge Productions
2750 Highview Ave.
Altadena
Ca. 91001
Contact-Phone: +1-818-797-4638
Contact-Email:
Latest-Revision-Date:
Cost: Commercial

Access-Type: video
Publisher-Name: Visual Edge Productions
Publisher-Address: 2750 Highview Ave., Altadena, Ca. 91001
Publisher-Phone: +1-818-797-4638
Size: 45 minutes

Notes: The tape costs \$19.95 + \$3.50 shipping + \$1.65 tax if you live in California
Record-Last-Verified-Date: January 96
Record-Last-Modified-Date: January 96
Record-Last-Modified-Name: Anagnostelis, Betsy
Record-Last-Modified-Email: betsy@rfhsm.ac.uk

Template-Type: Trainmat
Handle: 95
Category: User Guides
Country: US - United States
Title: INTERNET, The Video Tape
Author-Name:
Author-Email:
Organization-Name: New Technologies, Inc.
Organization-Address: Suite 903, One East Chase Street, Baltimore, MD
212 02
Audience-Level: Intermediate
Language: EN - English
Keywords:
Description: "This tape serves as an introduction to the Internet and
its numerous benefits... The tape starts off by briefly
introducing the history behind this network of networks, and
immediately proceeds to the tools most readily available on this
network. Each networking tool is followed by a real
demonstration right on your TV screen." (Anonymous review)
Contact-Name:
Contact-Address: New Technologies Inc.
Suite 903
One East Chase Street
Baltimore
MD 21202
Contact-Phone: +1-410-659-0959
Contact-Email: nti@superhighway.com
Latest-Revision-Date:
Cost: Commercial

Access-Type: video
Publisher-Name: New Technologies, Inc.
Publisher-Address: Suite 903, One East Chase Street, Baltimore, MD 21202
Publisher-Phone: +1-410-659-0959
Publisher-Email: nti@superhighway.com
Size: 80 minutes

Notes: Media format: VHS; system: NTSC; \$64.95 (video tape, booklet,
support), \$5.00 (shipping in the USA, international rates vary),
5% tax for Maryland residents
Record-Last-Verified-Date: January 96
Record-Last-Modified-Date: January 96
Record-Last-Modified-Name: Anagnostelis, Betsy
Record-Last-Modified-Email: betsy@rfhsm.ac.uk

Template-Type: Trainmat
Handle: 98
Category: Trainer Guides
Country: US - United States
Title: Crossing the Internet Threshold, 2nd ed.
Author-Name: Tennant,Roy; Ober,John; Lipow, Anne
Author-Email:
Organization-Name:
Organization-Address:
Audience-Level: Intermediate.
Language: EN - English
Keywords: Internet training; Networking
Description: Introduction to basics of networking, oriented to interests
of information professionals. Includes practice exercises.
Contact-Name:
Contact-Address:
Contact-Phone:
Contact-Email:
Latest-Revision-Date: 1995
Cost: US\$45

Access-Type: book
Publisher-Name: Library Solutions Press
Publisher-Address: 1100 Industrial Road Suite 9 San Carlos CA 94070
Publisher-Phone:
Size: 169pp.
Reference: ISBN 1-882208-07-2

Notes: Intended as an introductory resource for beginners and a guide
for trainers. Further information available from:
<http://199.182.58.44/crossing.html>
Record-Last-Verified-Date: January 96
Record-Last-Modified-Date: January 96
Record-Last-Modified-Name: Isaacs, Margaret
Record-Last-Modified-Email: mmi@dcs.gla.ac.uk

Template-Type: Trainmat
Handle: 102
Category: On-line Collections
Country: US - United States
Title: Charm Net's Learning Page: Books, Tutorials, Hint sheets
Author-Name:
Author-Email:
Organization-Name: Charm Net Inc.
Organization-Address: Maryland, U.S.A.
Audience-Level: Intermediate
Language: EN
Keywords: Internet, Internet guides, Internet training, E-mail, Usenet,
WWW, Unix, IRC, Resource lists
Description: A collection of pointers to Internet training documents and
guides.
Contact-Name:
Contact-Address: 2228 East Lombard Street
Baltimore
MD 21231
Contact-Phone: +1 410 558-3900
Contact-Email:
Latest-Revision-Date:
Cost: Free

Access-Type: www
URL: <URL:http://www.charm.net/learning.html>

Notes:

Record-Last-Verified-Date: January 96
Record-Last-Modified-Date: January 96
Record-Last-Modified-Name: Isaacs, Margaret
Record-Last-Modified-Email: mmi@dcs.gla.ac.uk

Template-Type: Trainmat
Handle: 103
Category: On-line collections
Country: US - United States
Title: Internet Training and Tutorials
Author-Name:
Author-Email:
Organization-Name: Library of Congress
Organization-Address: Washington, DC
Audience-Level: Intermediate
Language: EN
Keywords: Internet, Internet training, Internet tutorials, Commercial
training
Description: A collection of links to Internet training documents and
course material, including commercial courses.
Contact-Name:
Contact-Address:
Contact-Phone:
Contact-Email: lcweb@loc.gov
Latest-Revision-Date: August 95
Cost: Free

Access-Type: www
URL: <URL:http://lcweb.loc.gov/global/internet/training.html>

Notes:
Record-Last-Verified-Date: January 96
Record-Last-Modified-Date: January 96
Record-Last-Modified-Name: Isaacs, Margaret
Record-Last-Modified-Email: mmi@dcs.gla.ac.uk

Template-Type: Trainmat
Handle: 104
Category: On-line collections
Country: CA - Canada
Title: Internet Resources
Author-Name: Enns, Neil
Author-Email: ennsnr@brandonu.ca
Organization-Name: Brandon University
Organization-Address:
Audience-Level: Intermediate
Language: EN
Keywords: Internet, Internet training, Internet guides, Resource lists,
FTP archives, Gophers sites, USENET Newsgroups, Mailing lists,
Internet drafts RFCs and FAQs, Search engines
Description: A collection of pointers to resources useful to Internet
trainers and end-users.
Contact-Name: Enns, Neil
Contact-Address:
Contact-Phone:
Contact-Email: ennsnr@brandonu.ca
Latest-Revision-Date: March 1995
Cost: Free

Access-Type: www
URL: <URL:http://www.brandonu.ca/~ennsnr/Resources/>

Notes:
Record-Last-Verified-Date: January 96
Record-Last-Modified-Date: January 96
Record-Last-Modified-Name: Isaacs, Margaret
Record-Last-Modified-Email: mmi@dcs.gla.ac.uk

Template-Type: Trainmat
Handle: 105
Category: On-line collections
Country: GB - Great Britain
Title: Network Training Materials Gopher (trainmat)
Author-Name:
Author-Email:
Organization-Name: University of Newcastle
Organization-Address: University of Newcastle, Newcastle upon Tyne, NE1
7RU, UK
Audience-Level: Intermediate
Language: EN
Keywords: Internet, Internet training, Internet guides, Resource lists,
Internet bibliography, Network Training Pack, Internet trainers
Description: Links to a collection of training and training-related
resources, including the Network Training Pack, and other
material to support Internet training. Set up as part of the
Network Training Materials Project (ended September 1995).
Contact-Name: Foster, Jill
Contact-Address: Computing Service
University of Newcastle
Newcastle upon Tyne NE1 7RU
UK
Contact-Phone: +44 191 222 8080
Contact-Email: jill.foster@ncl.ac.uk
Latest-Revision-Date: July 1995
Cost: Free

Access-Type: gopher
URL: <URL:gopher://trainmat.ncl.ac.uk:7070>

Notes:
Record-Last-Verified-Date: January 96
Record-Last-Modified-Date: January 96
Record-Last-Modified-Name: Isaacs, Margaret
Record-Last-Modified-Email: mmi@dcs.gla.ac.uk

Template-Type: Trainmat
Handle: 106
Category: On-line collections
Country: US - United States
Title: Computers: Internet: Beginner's Guides
Author-Name:
Author-Email:
Organization-Name: Yahoo
Organization-Address:
Audience-Level: Beginner
Language: EN
Keywords: Internet, Internet guides, Beginners, Internet training,
Configuration, E-mail, Netiquette, glossary, learning, newbie
Description: A collection of links to Internet guides for beginners
Contact-Name:
Contact-Address:
Contact-Phone:
Contact-Email: admin@yahoo.com
Latest-Revision-Date:
Cost:

Access-Type: www
URL: <URL:http://www.yahoo.com/yahoo/Computers/Internet/
Beginner_s_Guides/>

Notes:
Record-Last-Verified-Date: January 96
Record-Last-Modified-Date: January 96
Record-Last-Modified-Name: Isaacs, Margaret
Record-Last-Modified-Email: mmi@dcs.gla.ac.uk

Template-Type: Trainmat
Handle: 107
Category: On-line collections
Country: US - United States
Title: Internet Web Text
Author-Name: December, John
Author-Email: decemj@rpi.edu
Organization-Name: Rensselaer Polytechnic Institute
Organization-Address:
Audience-Level: Intermediate
Language: EN
Keywords: Internet, Internet guides, Internet training, Searching,
Resource lists
Description: A collection of links to Internet guides, reference
materials, browsing and exploring and searching tools, and
information about connecting with people
Contact-Name: December, John
Contact-Address:
Contact-Phone:
Contact-Email: decemj@rpi.edu
Latest-Revision-Date:
Cost: Free

Access-Type: www

URL: <URL:http://www.rpi.edu/Internet/Guides/decemj/about.html>

Notes: December: "I created Internet Web Text for a course in
Computer-Mediated Communication at Rensselaer Polytechnic
Institute that I helped teach in the spring of 1994. My goal was
to create an interface students could use to familiarize
themselves with the Internet, how to use it, how to find
information, and how to connect with people."

Record-Last-Verified-Date: January 96

Record-Last-Modified-Date: January 96

Record-Last-Modified-Name: Isaacs, Margaret

Record-Last-Modified-Email: mmi@dcs.gla.ac.uk

Template-Type: Trainmat
Handle: 108
Category: User Guides
Country: BE - Belgium
Title: Using KULeuvenNet and Internet
Author-Name: Van Uytven, Herman
Author-Email: Herman.VanUytven@cc.kuleuven.ac.be
Organization-Name: Computing Centre K.U.Leuven
Organization-Address: De Croylaan 52a B-3001 Heverlee-Leuven Belgium
Audience-Level: Advanced
Language: EN - English
Keywords: KULeuvenNet network usage, Internet guides, resources
Description: Guide describing how to use the Internet. Available via
PostScript and HTTP. Contains a lot of key links, links are
regularly checked using a web robot. Contains a lot of search
tools behind the course
Contact-Name: Van Uytven, Herman
Contact-Address:
Contact-Phone: +32 16 322225
Contact-Email: Herman.VanUytven@cc.kuleuven.ac.be
Latest-Revision-Date: Tue 20 Jul 1995
Cost: Free for non commercial use

Access-Type: email
Access-Email: listserv@cc1.kuleuven.ac.be
Email-Command: subscribe kulnetgd FirstName LastName

Access-Type: ftp
URL: <URL:ftp://cc5.kuleuven.ac.be/pub/cursus/ic.ps>
File-Size: 472K

Access-Type: www
URL: <URL:http://www.kuleuven.ac.be/~systhvu/ic/ic.html>

Notes: Mailing list only used to advise interested parties of updates.
Record-Last-Verified-Date: January 96
Record-Last-Modified-Date: January 96
Record-Last-Modified-Name: Van Uytven, Herman
Record-Last-Modified-Email: Herman.VanUytven@cc.kuleuven.ac.be

Template-Type: Trainmat
Handle: 109
Category: Self-paced Material
Country: GB - Great Britain
Title: TONIC: The Online Netskills Interactive Tutorial
Author-Name: Isaacs, Margaret; Netskills
Author-Email:
Organization-Name: Netskills, University of Newcastle
Organization-Address: University of Newcastle, Newcastle upon Tyne, NE1
7RU, UK
Audience-Level: Beginner
Language: EN - English
Keywords:
Description: TONIC is an easy to understand, World Wide Web-based
structured course, offering step-by-step, practical guidance on
major Internet topics. The course as a whole is intended for
beginners to networking who have some familiarity with
computers.
Contact-Name: Foster, Jill
Contact-Address: Computing Service
University of Newcastle
Newcastle upon Tyne NE1 7RU
UK
Contact-Phone: +44 191 222 5000
Contact-Email: netskills-admin@netskills.ac.uk
Latest-Revision-Date: April 1996
Cost: Free for non commercial use

Access-Type: WWW
URL: <URL:http://www.netskills.ac.uk/TONIC>

Notes: This tutorial was originally produced as "Internet for Everyone"
as part of the UK Network Training Materials Project. It has
been revised and updated as part of the UK Netskills programme.
Record-Last-Verified-Date: April 96
Record-Last-Modified-Date: April 96
Record-Last-Modified-Name: Foster, Jill
Record-Last-Modified-Email: Jill.Foster@newcastle.ac.uk

6. Acknowledgements

This document was very much a collaborative effort of the members of the Trainmat WG and was initially based on the catalogue of network training resources put together by Margaret Isaacs in December 1992 as part of an initial study for the UK Mailbase ITTI Network Training Materials Project.

Special thanks are due to the following contributors who took the time to submit or update the templates contained in this document.

Adams, Phil
Anagnostelis, Betsy
Brack, Verity
Ciolek, T. Matthew
Dunlop, Angela
Foster, Jill
Hamilton, Deborah
Hiom, Debra
Isaacs, Margaret
Kessler, Gary
Kramer, Stefan
Mann, Dawn
Norman, Frank
Prior, Mark
Salamon, Andras
Scales, Walter
Sellers, Jennifer
Shepstone, Jon
Teskey, Patrick
Van Uytven, Herman
Ward, Carol
Wright, Emma F.

Mark Prior made the catalogue available as a WWW document and made provision for updates to be submitted via a web form.

Prior to submission of the final draft version of this catalogue, each template was checked, standardised and updated by Margaret Isaacs. Emma Wright, Walter Scales and Jon Shepstone, of the Netskills Team, also contacted each Resource's Contact or Author (where possible).

7. Security Considerations

Security issues are not discussed in this document.

8. Authors' Addresses

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University Computing Service
University of Newcastle
Claremont Road
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Network Training Materials Project
Department of Computing Science
University of Glasgow
Glasgow G12 8QQ
UK

Phone: +44 141 330 5314
Fax: +44 141 330 4913
EMail: mmi@dcs.gla.ac.uk

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Adelaide SA 5000
AUSTRALIA

Phone: +61 8 8203 2088
EMail: mrp@connect.com.au

Appendix A: Catalogue of Network Training Material Template

Template-Type: Trainmat
Handle:
Category:
Country:
Title:
Author-Name:
Author-Email:
Organization-Name:
Organization-Address:
Audience-Level:
Language:
Keywords:
Description:
Contact-Name:
Contact-Address:
Contact-Phone:
Contact-Email:
Latest-Revision-Date:
Cost:

Additional information for document accessible via E-Mail

Access-Type: [email]
Access-Email:
File-Size:
Content-Type:
Email-Command:

Additional information for network accessible document

Access-Type: [ftp, gopher, WWW, etc.]
URL:
LoginID:
Password:
File-Size:
Content-Type:
Requirements:

Additional information for document available off-line

Access-Type: [book, article, video, disk]
Publisher-Name:
Publisher-Address:
Publisher-Phone:
Publisher-Email:
Size:

Reference:

Entry verification information

Notes:

Record-Last-Verified-Date:

Record-Last-Modified-Date:

Record-Last-Modified-Name:

Record-Last-Modified-Email:

In the additional information sections omit any data elements where no data exists.

Appendix B: Notes on completing the TrainMat template

1. Selecting a new resource for inclusion

When considering a new resource for inclusion in the Trainmat Catalogue, you will need to ask a few questions to decide whether or not it should be included.

1.1 Does the item belong in a Training Materials Catalogue?

This catalogue covers network training materials, including self teaching materials, and other resources which facilitate and support training.

A generous interpretation of what constitutes 'training materials' is appropriate. (See also the note 3.2 on 'Category'.) Training can be thought of as 'seeking to change behaviour', and if a document does try to do that, then it can be considered for inclusion in this catalogue. A document that leads the reader through sample exercises may come into this category, but a reference card listing the commands to use does not. Appropriate resource lists to include are lists assembled for training purposes and lists frequently used or referred to in training.

As this is an international catalogue it is generally not appropriate to include material for specific services or networks. That said, some national or regional network training material is of sufficient generality to be considered for inclusion.

1.2 Is the content reasonably up-to-date and worth including?

It is intended that the catalogue contains a selection of quality training materials, not a comprehensive list of everything available. Some degree of 'quality control' is needed on the entries. You will need to decide whether the item is still relevant and reasonably up-

to-date. Anything which is two or more years old requires careful scrutiny.

1.3 Is it easily available?

Is there an established mechanism for obtaining it? This doesn't mean it has to be free.

2. Submitting a new or revised template

The template for inputting new entries to the catalogue is given in Appendix A. The preferred method of inputting new or updated information is via an HTML form accessible via the following URL:

<http://www.trainmat.ietf.org/form.html>

You will need to use a Web browser with forms capability. Input should be quite straightforward. There are drop-down menus to help with input to some fields.

Alternatively, completed templates may be emailed to:

catalogue@connect.com.au

This mailing list is a small closed 'review' group for deciding whether or not an item should be included in the catalogue.

Please note that when you enter a new template you will be listed as the person responsible for the entry.

The same procedures may be used by the person responsible for an entry, to update an existing entry.

3. Notes on completing the various fields of the template

The intention is to keep each entry reasonably short (and preferably not more than one page in length). Descriptions and other long fields should therefore be kept to a reasonable length. Note that fields continued on the next line should be indented by at least one white space

Each completed template is auto-allocated a "handle" to uniquely identify it.

3.1 Handle

A unique identifier for the material at this source. This field is usually automatically generated and need not be entered when creating a new entry from the template.

3.2 Category

"Category" should be selected from the following set:

- User Guides
- Resource Guides
- Trainer Guides
- Presentation material
- Workshop Exercises
- Self-Paced material
- On-Line Collections

Only user guides that are particularly useful in training should be included.

Appropriate resource lists to include are lists assembled for training purposes and lists frequently used or referred to in training.

Presentation material would include OHP masters, speaker's hand-outs and speaker's notes.

Workshop exercises would include workshop hand-outs as well as detailed instructions for undertaking hands-on exercises.

Self-Paced material would include online tutorials.

Online Collections are useful lists of training materials.

3.3 Country

The ISO two letter country code followed by the English words should be used. For example:

- US - United States
- AU - Australia

A full list of these codes is available from:

<ftp://mcsun.eu.net/documents/iso/ISO-3166>

3.4 Title

This should be a short title for the item (90 characters or less). Longer titles may be included in the "Description" field.

3.5 Author-Name

The name of the Author of the item should be ordered with the significant portion (for searching/sorting) first. For example:

Isaacs, Margaret M.

3.6 Author-Email

The email address of the author (if available) in RFC 822 format. For example:

Jill.Foster@newcastle.ac.uk

mrp@connect.com.au

3.7 Organization-Name

The name of the organization to which the author belongs.

3.8 Organization-Address

The address of the organization to which the author belongs. In general, this is the full postal address of the organization.

3.9 Audience-Level

This is the level of the intended "audience" for the materials. This is one of:

Beginner|Intermediate|Advanced

3.10 Language

The language in which the item is written. This is the ISO 639 two letter code, followed by the english word for the language. For example:

EN - English

EO - Esperanto

A full list of these codes is available from:

<ftp://mcsun.eu.net/documents/iso/ISO-639>

3.11 Keywords

A small set of keywords for the item.

3.12 Description

A description of the item giving, where possible, its scope and intended audience. This could be an abstract. If a short form of the title was entered under "Title:", the long form of the title should be included here. Fields continued on the next line should be indented by at least one white space.

3.13 Contact-Name

Name of the person who is the contact person for this item. (See also note 3.5)

3.14 Contact-Address

Full postal address of the contact person.

3.15 Contact-Phone

Telephone number of the contact person. This should be given in international format (ITU-T Recommendation E.123), for example:

+44 171 732 8011

3.16 Contact-Email

The email address of the contact person (if available) in RFC 822 format. (See note 3.6)

3.17 Latest-Revision-Date

The date the item's content was last revised. This should be in the form: Month year, for example:

September 1993

3.18 Cost

This should be one of the following:

Free
Free for non-commercial use
Cost Recovery
Commercial
Unknown

3.19 Access Type

Access type is one of:

email
ftp
gopher
WWW
book
article
video
disk
other (specify)

One or more of the access type sub-sections should be completed giving details of how to access the item.

3.20 Access-Email

Additional information for a document accessible via Email. This is the email address of the mail server serving the item. It must be in RFC 822 format, for example:

listserv@bitnic.educom.edu

3.21 Email-Command

This is the command sent via email to retrieve the item. For example:

SENDME BITNET INTRO

3.22 URL

Additional information for a network accessible document. A URL (Uniform Resource Locator) is a standard way of describing its location and access method. This has been defined by the IETF. The easiest way of describing a URL is by a few examples:

```
http://www.trainmat.ietf.org/Catalogue
```

```
gopher://trainmat.ncl.ac.uk/99/NetGuides/GuidesInfoServ/ap-zz3
```

Note that when a URL spans more than one line, a space should be used as the continuation character.

3.23 LoginID

For ftp access, this is the Login ID required if not anonymous.

3.24 Password

The password required for non anonymous ftp access to the item.

3.25 File-Size

The size of the item in kilobytes or pages. For example:

```
24k
```

```
6pp
```

3.26 Content-Type

The type or format of the item. The appropriate MIME content type should be used, for example:

```
text/plain  
text/richtext  
application/msword  
application/postscript  
application/zip
```

A full list of these types is available from:

```
ftp://ftp.isi.edu/in-notes/iana/assignments/media-types
```

3.27 Requirements

Short description of the additional requirements for using/viewing this item. For example, a CBL learning package might run only on a PC with a specific configuration.

3.28 Publisher-Name

Additional information for a document available off-line. The name of the publisher. (See also note 3.5)

3.29 Publisher-Address

The full postal address of the publisher.

3.30 Publisher-Phone

The telephone number of the publisher. (See also note 3.15)

3.31 Publisher-Email

The email address of the publisher (if available) in RFC 822 format. (See note 3.6)

3.32 Size

Size of the publication in pages. For example, 230pp.

3.33 Reference

The bibliographic reference of the publication, i.e. the ISBN for books or ISSN for serials.

3.34 Notes

This is additional information related to the entry and the verification information.

3.35 Record-Last-Verified-Date

The date the item's contents were last verified. See note 3.16 on the date format.

3.36 Record-Last-Modified-Date

The date this catalogue entry was last changed or modified. (See note 3.17 on the date format.) This item is added automatically when using the form on the World Wide Web.

3.37 Record-Last-Modified-Name

Name of the person last modifying the entry. (See also note 3.5)

3.38 Record-Last-Modified-Email

The email address of the person last modifying the entry (if available) in RFC 822 format. (See note 3.6)

3.39 Additional information sections

In the additional information sections above, omit any data elements where no data exists.

Appendix C: A Summary of Related Mailing Lists

Mailinglist-Name: NETTRAIN
Address: NETTRAIN@UBVM.CC.BUFFALO.EDU
Administration: Auto subscriptions to:
LISTSERV@UBVM.CC.BUFFALO.EDU
"subscribe NETTRAIN firstname lastname"

Human Admin to:
MILLESJG@SLUVCA.SLU.EDU
Description: Discussion list for librarians, computer support personnel,
and all those who are involved in teaching others how to use
Bitnet and Internet. Topics for discussion include such areas
as: how to divide responsibility for teaching internetwork use;
methods of teaching and resources used; and policies on access
(faculty, student, staff) to the networks. NETTRAIN will also
serve as a clearinghouse for Bitnet and Internet training
materials developed in a variety of contexts and for a variety
of needs. NETTRAIN is, therefore, intended for experienced
users of Bitnet and Internet, *not* for beginners looking for
help with basic questions.
Archive: Normal "LISTSERV" monthly archive available via email.

Mailinglist-Name: Network-training-tf: TERENA(RARE) ISUS Network
Training Task Force
Address: Network-training-tf@mailbase.ac.uk
Administration: Auto subscriptions to:
mailbase@mailbase.ac.uk
"subscribe network-training-tf firstname lastname"

Human Admin to:
network-training-tf-request@mailbase.ac.uk
Description: Working list for the TERENA(RARE) ISUS task force on
Network Training.
Archives: [http://www.mailbase.ac.uk/lists-k-o/network-training-tf/
archive.html](http://www.mailbase.ac.uk/lists-k-o/network-training-tf/archive.html)
Normal Mailbase monthly archives available via email

Mailinglist-Name: USWG: IETF User Services WG mailing list
Address: uswg@isi.edu
Administration: uswg-request@isi.edu
Description: General discussion list for the IETF User Services Working
Group. The Network Training Materials Working Group reports to
this group.
Archive: Unknown

Mailinglist-Name: WG-ISUS: TERENA(RARE) ISUS Working Group
Address: wg-isus@rare.nl
Administration: Auto subscriptions to:
 mailserver@rare.nl
 "subscribe wg-isus firstname lastname"

 Human Admin to:
 wg-isus-request@rare.nl
Description: General discussion list for the whole TERENA(RARE) ISUS
 (Information Services and User Support) Working Group. The
 Network Training task Force reports to this group.
Archive: gopher://gopher.rare.nl/11/lists/wg-isus/archives
 ftp://rare.nl/11/lists/wg-isus/archives
 http://www.terena.nl/terena/working-groups/wg-isus/hypermail
 Normal Mailserver monthly archives available via email