



### Guidelines for Library Weblog Authors:

- ❖ Have fun!
- ❖ Write about things you love or feel strongly about.
- ❖ Be real. Avoid jargon or library-speak.
- ❖ Have an informal tone. It's not a scholarly essay!
- ❖ Spell check!
- ❖ Write often! Look for inspiration in your collection, the news, around you!
- ❖ Don't spend too much time on reviews or commentary.
- ❖ Posts can be as short as a sentence or two or as long as a few screens. Shorter posts should have photographs or links, longer posts had better be really interesting.
- ❖ Write in complete sentences and use proper grammar.
- ❖ Establish your credibility and your own voice. It's OK for us to not all sound the same. We are the HUMAN voice of the library, but don't forget that you are speaking as a library employee.
- ❖ Be truthful.
- ❖ In general, don't post harshly negative reviews. In a real sense we are promoting library use and/or materials.
- ❖ Cite your sources and provide links to them when possible
- ❖ Respect others privacy. Don't post information on or the opinions of other identifiable people without their permission. Likewise, don't post email addresses or telephone numbers without permission.
- ❖ Feel free to tell the other bloggers when you like or don't like their posts. We don't usually get much feedback otherwise, so let's talk to each other.