Network Working Group Request for Comments: 2007

FYI: 29

Category: Informational

J. Foster
University of Newcastle
M. Isaacs
University of Glasgow
M. Prior
connect.com.au pty ltd
October 1996

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.

Table of Contents

1.	Introduction	. 2
2.	How the information was collected	. 3
3.	What is covered?	. 3
4.	Updating information	. 4
5.	Network Training Materials	. 4
	Internet Passport: NorthWestNet's Guide to Our World Online	. 5
	The Net: User Guidelines and Netiquette	. 6
	Emily Postnews Answers Your Questions on Netiquette	. 7
	Surfing the Internet	. 8
	A Guide to Electronic Mail	. 9
	Course Notes and Exercises: Networked Information Services 1	:
	Janet	. 10
	SURFnet Guide 94/95	. 11
	A Cruise of the Internet	. 12
	Information Sources: the Internet and Computer-Mediated	
	Communication	. 14
	The Whole Internet User's Guide and Catalogue (2nd ed.)	. 15
	Network Training Pack	. 16
	Janet Hunt	. 17

Foster, et. al. Informational

[Page 1]

	An Introduction to Using the Internet at St. Louis University	У
	School of Law	. 18
	"Where to Start" for New Internet Users	. 19
	Introduction to the Internet II	. 20
	Internet Hunt	. 21
	LIBCAT	. 22
	A Guide To Internet/Bitnet v.2.0	
	Network Services on Janet and Internet: A Lunch Time seminar	
	for Library Staff	. 24
	SOSIG Documentation and Training Materials	. 25
	University of Washington Internet training	. 26
	Global Quest Video	. 27
	Introducing the Internet: A Trainer's Workshop	
	All About Internet FTP: Learning and Teaching to Transfer .	
	Files on the Internet	. 29
	The Computer Chronicles	. 30
	The Video Guide to the Internet	. 31
	INTERNET, The Video Tape	. 32
	Crossing the Internet Threshold, 2nd ed	. 33
	Charm Net's Learning Page: Books, Tutorials, Hint sheets .	. 34
	Internet Training and Tutorials	. 35
	Internet Resources	. 36
	Network Training Materials Gopher (trainmat)	. 37
	Computers: Internet: Beginner's Guides	. 38
	Internet Web Text	. 39
	Using KULeuvenNet and Internet	. 40
	TONIC: The Online Netskills Interactive Tutorial	. 41
6.	Acknowledgements	. 42
7.	Security Considerations	. 42
8.	Authors' Addresses	
	Appendix A: Network Training Material Template	. 44
	Appendix B: Notes on completing the TrainMat template	
	Appendix C: Summary of Related Mailing Lists	

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 Author-Name: NorthWestNet Author-Email:

Title: Internet Passport: NorthWestNet's Guide to Our World Online

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/</pre>

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 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

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-Werified-Date: October 94
Record-Last-Modified-Date: October 94
Record-Last-Modified-Name: Brack, Verity

Record-Last-Modified-Email: V.Brack@sheffield.ac.uk

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 by 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 postcript 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

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

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 Sebastapol, 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

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

Access-Type: gopher

Notes:

Record-Last-Worlfied-Date: January 96
Record-Last-Modified-Date: January 96
Record-Last-Modified-Name: Isaacs Mar

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>

Record-Last-Verified-Date: January 96 Record-Last-Modified-Date: January 96

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

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

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

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

Foster, et. al.

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

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

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

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

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/</pre>

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

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-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

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
```

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

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

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

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>

Record-Last-Verified-Date: January 96 Record-Last-Modified-Date: January 96

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

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

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/</pre>

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

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

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

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, standarised 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.

Foster, et. al.

Informational

[Page 42]

8. Authors' Addresses

Jill Foster Mailbase and Netskills University Computing Service University of Newcastle Claremont Road Newcastle upon Tyne NE1 7RU UK

Phone: +44 191 222 8250 Fax: +44 191 222 5001

EMail: Jill.Foster@newcastle.ac.uk

Margaret Isaacs 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

Mark Prior connect.com.au pty 1td c/o AAP Telecommunications Level 1, 45 Pirie Street 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-

Foster, et. al. Informational

[Page 45]

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.

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

US - United States - Australia ΑU

A full list of these codes is available from:

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

Foster, et. al.

Informational

[Page 47]

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.

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)

Foster, et. al.

Informational

[Page 49]

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 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

Foster, et. al. Informational [Page 50]

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 брр

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

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.

Foster, et. al. Informational [Page 52]

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)

Additional information sections

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

Foster, et. al. Informational

[Page 53]

Appendix C: A Summary of Related Mailing Lists

Mailinglist-Name: NETTRAIN

RFC 2007

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

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