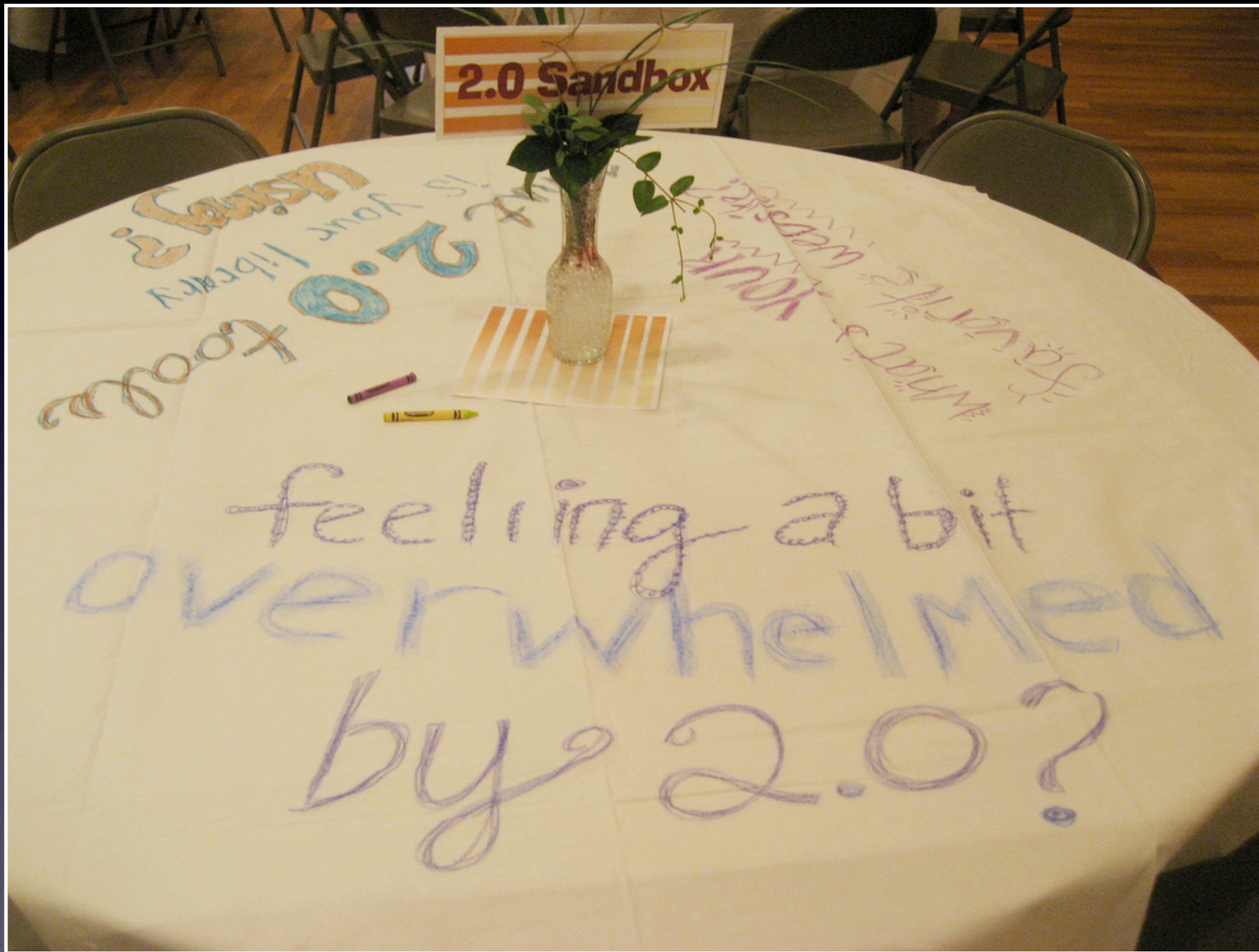


Tools for Managing Professional Information Overload

Heather Braum
Technology Librarian
Northeast Kansas Library System
hbraum@nekls.org



Source: "MS Library 2.0 Summit Birds of a Feather Lunch Tables" by Flickr User msulibrary1 under a CC License, <http://goo.gl/4vwfx>



Source: "Balance..." by Flickr User mind on fire
under a CC License, <http://goo.gl/JeFB7>

Thursday, September 15, 2011

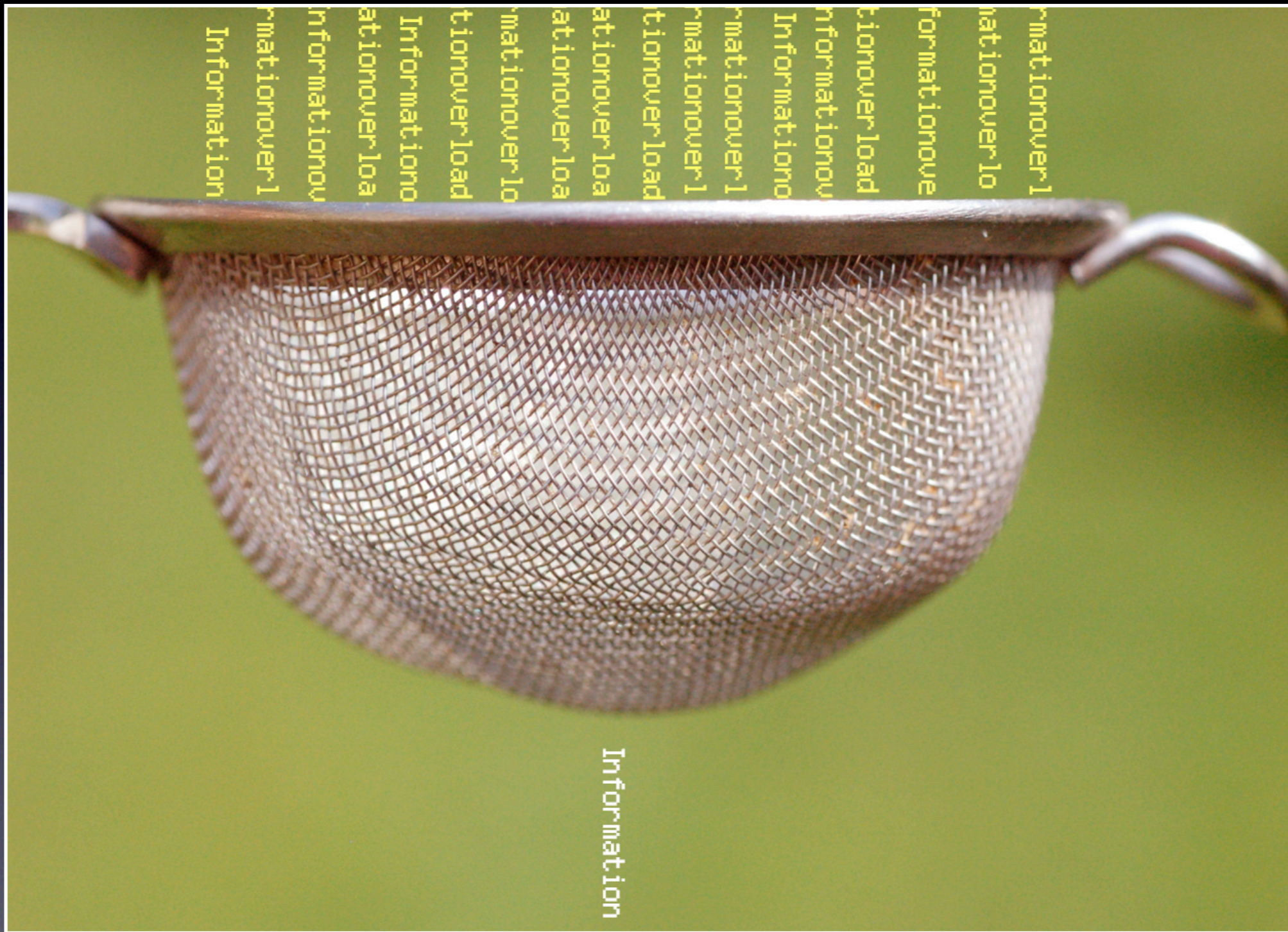
4

Does this look like your life as you try to keep up with your day-to-day tasks, family, eat, work at the library, keep up with current issues, read your email, read books, stay on top of listservs, listen to a webinar, pay bills, and sleep?



Source: "information hydrant" by Flickr User
Will Lion under a CC License, [http://goo.gl/
tEsq4](http://goo.gl/tEsq4)

On the web, getting information is like taking a drink from a fire hydrant. Its too much at once!



Source: "information overload" by Flickr User
verbeeldingskr8 under a CC License, [http://
goo.gl/hwqo4](http://goo.gl/hwqo4)

You want to be able to sift through and filter all the extra out and only get what you need.



Source: "Seamless Train" by Flickr User
DaveFayram under a CC License, <http://goo.gl/3cAAB>

Thursday, September 15, 2011

But everything flies by as a blur, too fast, too much, and it all bleeds together.



Source: "The Road" by Flickr User Stuck in
Customs under a CC License, [http://goo.gl/
jBtd8](http://goo.gl/jBtd8)



Source: "Bricks" by Flickr User Esparta under a
CC License, <http://goo.gl/yHtis>



Source: "Outtake - Nooo! [Overwhelmed]" by
Flickr User andreas.thor under a CC License,
<http://j.mp/fWk7Gx>



Source: "Yellow Arrow" by Flickr User Ian
Muttoo under a CC License, [http://goo.gl/
BFtmz](http://goo.gl/BFtmz)

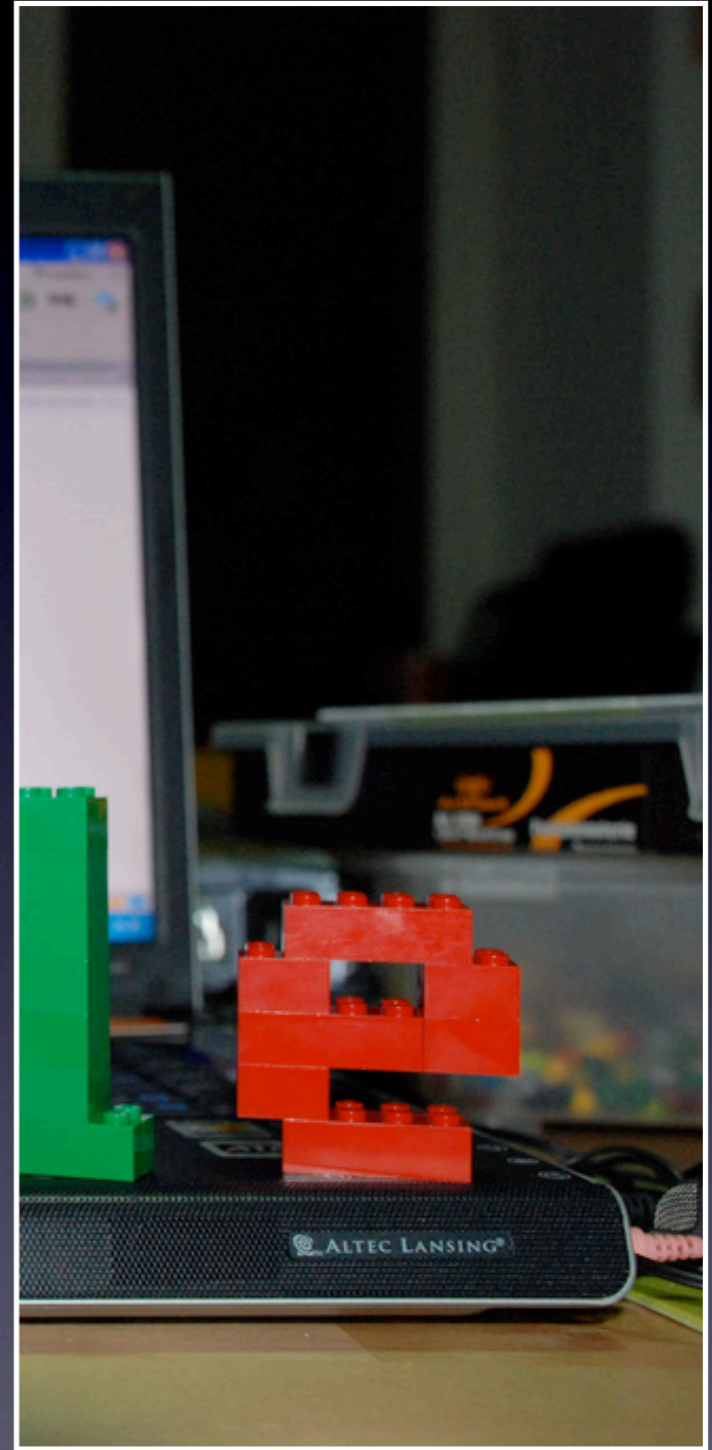
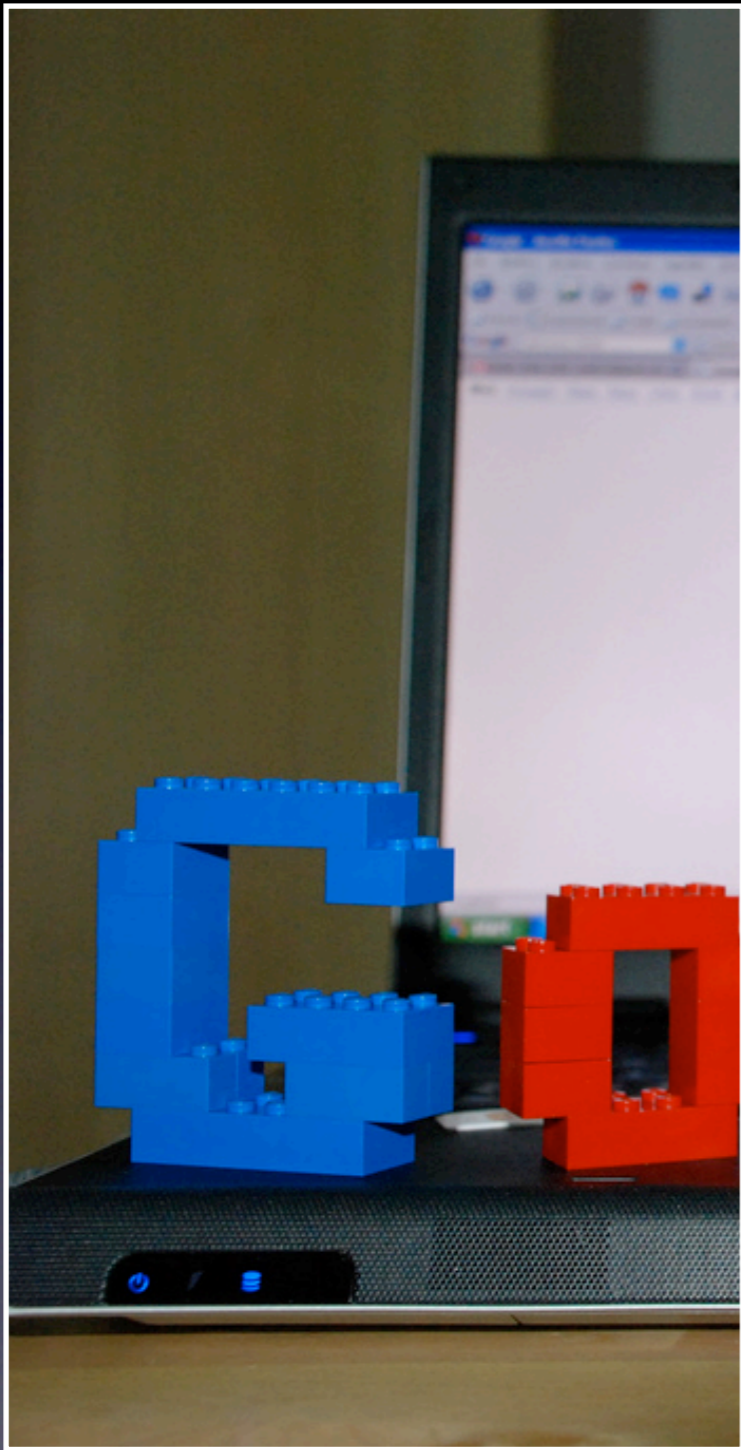
Is it even possible to find direction?



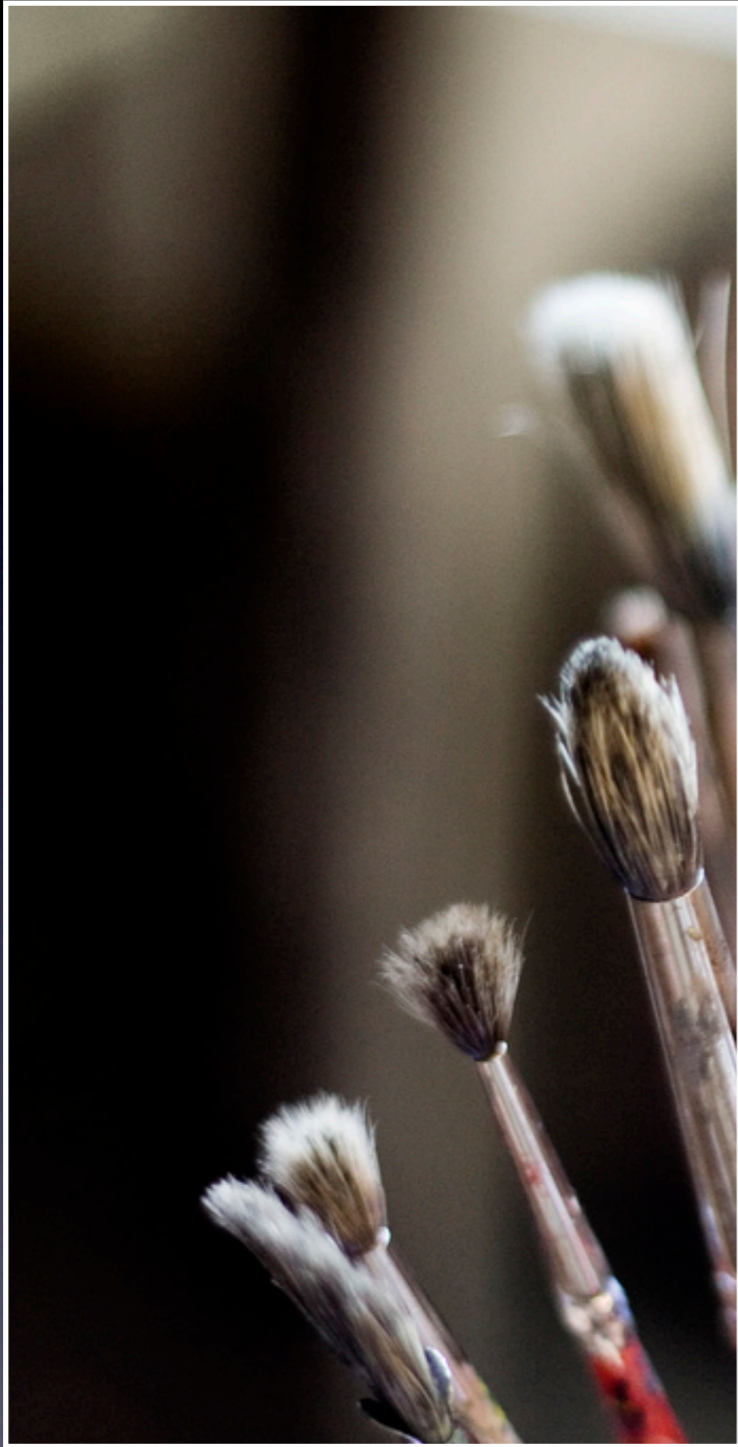
Source: "Jubilant Winners Enjoy Success" by
Flickr User c.a.muller under a CC License,
<http://goo.gl/ewc1h>



Source: "Tip Jar at Huckleberry" by Flickr User
Muy Yum under a CC License, [http://goo.gl/
DHU3Z](http://goo.gl/DHU3Z)



Source: "Google Lego 50th Anniversary Inspiration" by Flickr User manfrys under a CC License, <http://j.mp/bFy036>



Source: "Google Lego 50th Anniversary Inspiration" by Flickr User manfrys under a CC License, <http://goo.gl/P3FoU>



Source: "Hands Across the World" by Flickr
User Building Unity 1000 Families under a CC
License, <http://goo.gl/TUfAJ>



Source: "Go" by Flickr User Peet Reed under a
CC License, <http://goo.gl/oXux5>

5 Tips



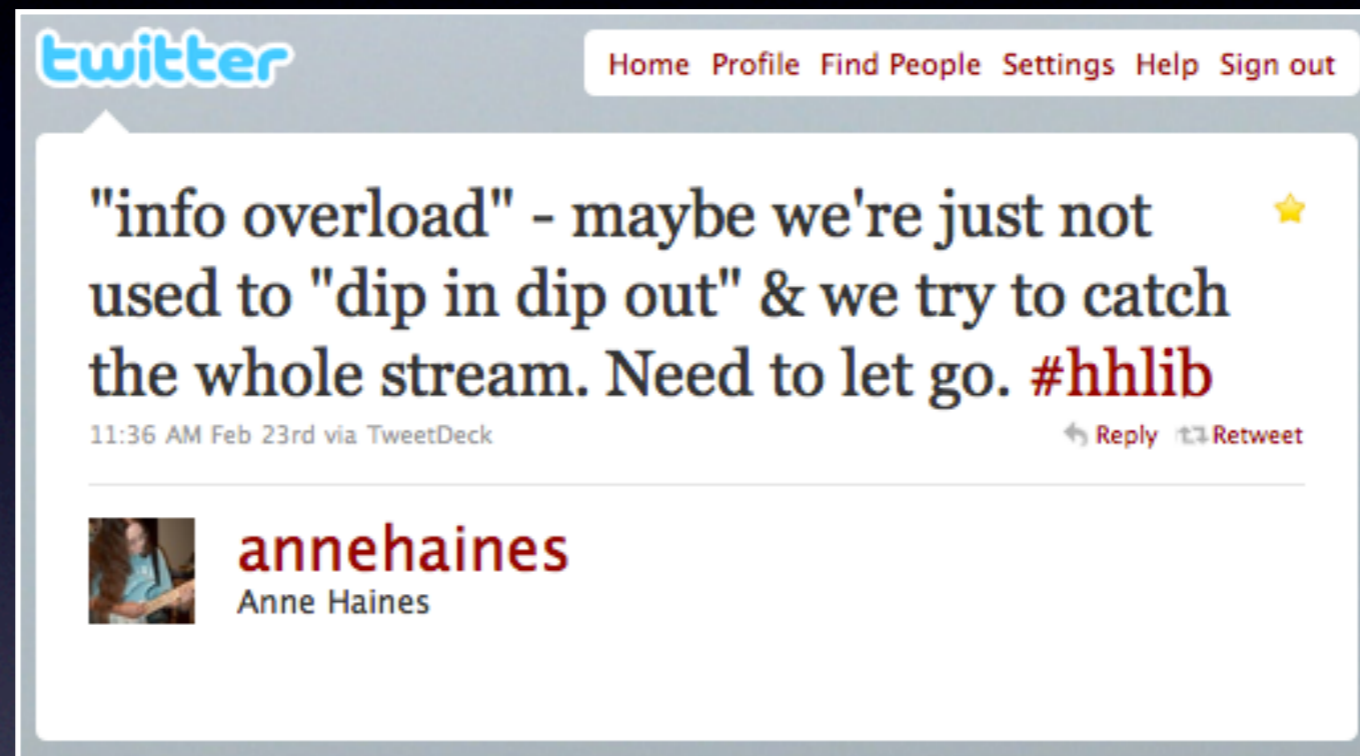
I. Information overload has always been present. It's not new.

Source: "Scrolls" by Flickr User Hc_07 under a CC License, <http://j.mp/i3IUZY>

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"Worries about information overload are as old as information itself, with each generation reimagining the dangerous impacts of technology on mind and brain. From a historical perspective, what strikes home is not the evolution of these social concerns, but their similarity from one century to the next, to the point where they arrive anew with little having changed except the label." --<http://www.slate.com/id/2244198/pagenum/all/> Writing. Printing press. Newspapers. Studying. Radio. Gramophone. TV. Computers. Social Media.



2. You're never going to be able to keep up with everything.

Source: <http://bit.ly/i4pGx5>, 2/23/11

Let go. Do it. I dare you. From NPR this summer, "The Sad, Beautiful Fact That We're All Going To Miss Almost Everything", by Linda Holmes "If "well-read" means "making a genuine effort to explore thoughtfully," then yes, we can all be well-read. But what we've seen is always going to be a very small cup dipped out of a very big ocean, and turning your back on the ocean to stare into the cup can't change that."

[http://www.npr.org/blogs/monkeysee/2011/04/21/135508305/the-sad-beautiful-fact-that-were-all-going-to-miss-almost-everything?sc=fb&cc=fp:](http://www.npr.org/blogs/monkeysee/2011/04/21/135508305/the-sad-beautiful-fact-that-were-all-going-to-miss-almost-everything?sc=fb&cc=fp)



3. “These things are TOOLS to serve you & help you. Don’t let them manage you. Manage them. Remember you are a human being not a human doing.” --Bobbi Newman, www.librarianbyday.net

Source: “080116Meineke_021” by Flickr User Miz Ginger Snaps under a CC License, <http://j.mp/gBIVMj>



#4 Learn the art of skimming links and articles to “maybe” save for later. “trash and treasure”

Source: “Accessory I” by Flickr User Urban
Woodswalker under a CC License, <http://j.mp/eXD4p9>

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Learn ways to find the gems. And trash the rest. Learn to quickly scan through information and links. "The key is I don't do it the moment it comes up. If I see an interesting tweet with a link and I have time, I will dig deeper but most of the time I only glance, decide if it is something to look at and save it for later." Richard Byrne on Twitter.

27 instant messages

4 text messages

17 phone calls

98 work emails

52 personal emails

127 social network
status updates

1 hour of television



76 email listserv messages

14 social network messages

825 RSS feed updates

30 pages from a book

5 letters

11 pieces junk mail

1 periodical issue

3 hours of radio

#5 You're not alone in this struggle.

stats from "Being Wired or Being Tired: 10 Ways to Cope with Information Overload" Sarah Houghton-Jan, *Ariadne*, July 2008, <http://j.mp/10Dc2>

Source: "my scared cat" by Flickr User Paolo Margari under a CC License, <http://j.mp/gcFR70>

Everyone is overwhelmed. Even those who seem to be techie, plugged in. We're actually worse at times. Bonus: your peers are your biggest help. Listservs and ask questions. Ask for help.

5 Resources

[libraries.
alltop.com](http://libraries.alltop.com)

[kidslit.
alltop.com](http://kidslit.alltop.com)

[education.
alltop.com](http://education.alltop.com)

Alltop I'm Enchanting.

WORK HEALTH CULTURE INTERESTS TECH PEOPLE GOOD NEWS GEOS SPORTS A B C D E F G H I J K L M N O P Q R S T U V W X Y Z #

Hot Topics New Topics My Recent Topics MyAlltop Holy Kaw Search

MOST POPULAR STORIES

- I'm sorry, Delicious, it's not me. It's you.
- Thoughts on The Harper Collins Incident
- HootSuite and NYPL
- Publishers Have Met the Enemy, and It is Them
- Our Website Redesign is Live!

LIBRARIES AND TRANSLITERACY

- March Read – Transliteracy: Crossing Divides
- Looking Forward: What's New in Year Two
- Looking Back: Our First Year in Review
- My Tuppence Worth
- ACRL/IRIG Visual Literacy Competency Standards for Higher

RESOURCESHELF

- ExPub and Merck Publishing Bring Resource to Chemical

DAVID LEE KING

- Our Website Redesign is Live!
- The eBook User's Bill of Rights
- Questions that Need Answers
- Let's Play Rent-A-Book!
- 5 Tips for Editing Videos

LIBRARIAN.NET

- the best library wedding photos you are likely to see
- smart people use smart libraries – library ireland week
- Kos: Ten Years Of Library Internet In A Small Town
- Harper Collins vs. Libraries – battling for the future of lending
- The interface is us – what people think about ebooks

AGNOSTIC, MAYBE

- Open Thread Thursday: Sparta Edition

[rural.
alltop.com](http://rural.alltop.com)

[books.
alltop.com](http://books.alltop.com)

my.alltop.com

#1: Alltop: www.alltop.com

Polly Farrington told me about this one -- its a way to easily scan different tops and top links. This site controls the content, for the topics listed and many others. These pages aren't customizable. But you can create your own account and your own pages of information.

LIBRARY LINK OF THE DAY

**Today's Link for September 13, 2011:
[Amazon 'to launch book rental service' \[Telegraph\]](#)**

What is this?

The Library Link of the Day provides you a daily link for keeping up to date with the library profession. Destinations include the latest library news, good reads on the web, and other valuable resources that a library knowledge worker should know about. The link is presented without commentary. Links always lead to free content, but sometimes require registration (also free).


Who is it for?

If you already read ten library-related weblogs, subscribe to twenty discussion groups, and scan another thirty or so news sites, this service may not be for you. If you are involved with or interested in libraries *but didn't know* that there are over a thousand library weblogs, this service is designed specifically for you. It is a way for busy librarians and library fans of all kinds to review items of interest that they may not have heard about otherwise. See the [Information Sources](#) page for links to related sites.

Can I get the link delivered?

You can sign up to receive the daily link via e-mail. Just fill in the form below. You will receive a confirmation message.

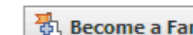
Name (Optional): E-mail:

 An [RSS feed](#) is also available. You can change the number in "days=1" to view a more extended history.

Where are the older links?

2011:	January	February	March	April	May	June	July	August	September				
2010:	January	February	March	April	May	June	July	August	September	October	November	December	
2009:	January	February	March	April	May	June	July	August	September	October	November	December	
2008:	January	February	March	April	May	June	July	August	September	October	November	December	
2007:	January	February	March	April	May	June	July	August	September	October	November	December	
2006:	January	February	March	April	May	June	July	August	September	October	November	December	
2005:	January	February	March	April	May	June	July	August	September	October	November	December	
2004:	January	February	March	April	May	June	July	August	September	October	November	December	
2003:	January	February	March	April	May	June	July	August	September	October	November	December	

This service (see this [Ex Libris](#) article for more info) is run by [John Hubbard](#) ([write to me](#)).

 Become a Fan

#2: Library Link of the Day
<http://www.tk421.net/librarylink/>

From Diana Weaver: "I like to get Library Link of the Day in my email box. It's not just about public libraries, but academics, schools, technology, publishers - all things that intertwine with our profession. Sometimes it's not terribly relevant, but always it is something useful to consider."

 <p>The e-newsletter of the American Library Association September 7, 2011</p>	Contents American Libraries Online ALA News Booklist Online Division News Awards & Grants Seen Online Tech Talk E-Content Books and Reading Actions & Answers New This Week Calendar
<p>Earn a Top-Ranked Library Science Degree with Drexel University Online, The <i>iSchool</i></p> <p>ALA members receive a 20% tuition reduction!</p> <p>Click Here to Learn More</p> 	
<h3>American Libraries Online</h3> <p><u>Post-Irene, West Hartford library lovers pitch in</u></p> <p>Jen Vaughn writes: "The town of West Hartford, Vermont, was hit hard on August 28 when Hurricane Irene caused the White River to jump the riverbanks it calls home. Come the morning light, the library staff and volunteers found the basement filled with water, which had devastated the entire children's book section. The library Friends plan to post to their Facebook page updates on the flood as well as the cleanup efforts of many volunteers, whose top priorities a week afterwards were replacing wet insulation on the top floor behind the baseboards and bleaching the basement."...</p> <p><i>American Libraries news, Sept. 6</i></p>  <p><u>Unavoidable disasters and unfathomable disconnects</u></p> <p>Beverly Goldberg writes: "The only recourse after disaster strikes is to recover and learn from it. The library community is well aware of</p>	<p>Boston & South Hadley, MA</p>  <p>SIMMONS</p> <p>GRADUATE SCHOOL OF LIBRARY & INFORMATION SCIENCE</p> <p>SIMMONS GSLIS IS A TOP TEN PROGRAM</p>  <p>BEST GRAD SCHOOLS USNews 2010</p> <p>simmons.edu/ald</p> <hr/>  <p>SAN JOSÉ STATE</p>

#3: American Libraries Direct:
americanlibrariesmagazine.org/alddirect

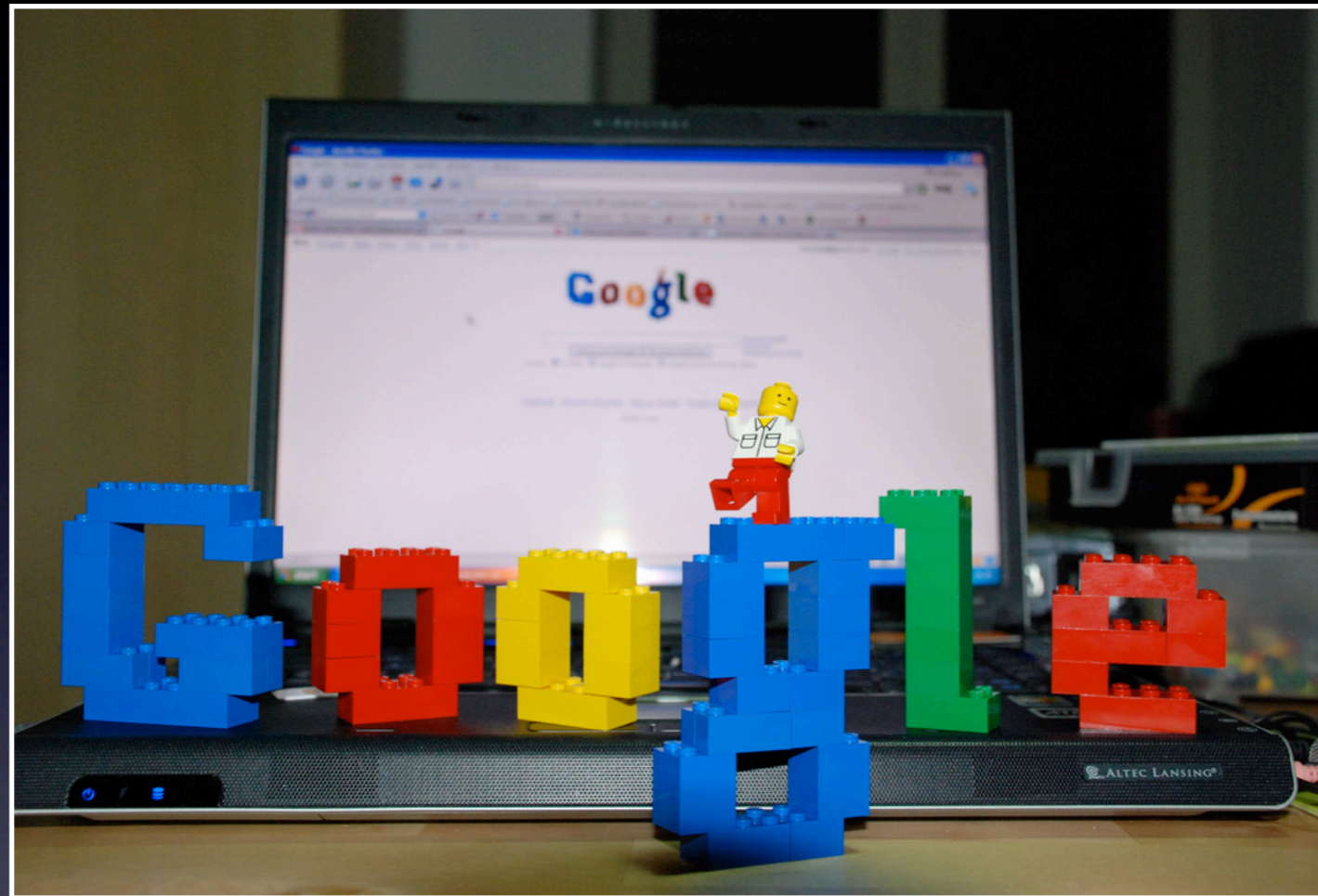
The screenshot shows the Mashable website homepage. At the top left is the "Mashable" logo. To the right, it says "Welcome to Mashable! Have an account? [Sign In](#)" and features a Bing search bar. Below the header is a navigation menu with categories like "SPECIAL MEDIA", "TECH & GADGETS", "BUSINESS & MARKETING", "VIDEO", "MOBILE", "DEV & DESIGN", "MEDIA", "SOCIAL GOOD", "STARTUPS", "EXPLORE", and "CLASSIFIEDS". A large orange banner advertises "AT&T U-verse TV+ High Speed Internet" with a "\$50 back" offer. Below the banner, there's a "RELATED TOPICS" section with categories: Tech (31 followers), Web (21 followers), School (No followers), Video (19 followers), and College (No followers). The main content area features an article titled "Education" with a sub-header "92 STORIES". Below the article is a "Bill Gates Talks About Knowledge Revolution at TED [LIVE BLOG]" with a small image of Bill Gates.

The screenshot shows the Lifehacker website. At the top is the "lifehacker" logo and navigation links for "TOP STORIES", "LATEST", and "LOGIN". A green notification banner asks "PREFER THE TRADITIONAL BLOG FORMAT?". The main content area features a large article titled "LIFEHACKER NIGHT SCHOOL: Getting Started with Linux: Installing Apps and Going Further". The article is by "Whitson Gordon" and has 2,979 likes and 5 comments. The article text reads: "So you've installed Linux, gotten all your hardware up and running, and now you're staring at a blank desktop. What next? Here are a few tips (and a few resources) that will help you build up the OS of your dreams." Below the article is a "WEEKEND HACKER" section with 11,210 views. On the right side, there's a sidebar with a "NIGHT SCHOOL" section at 6:00 PM and a "WEEKEND HACKER" section at 11:210. A social media share bar is visible at the bottom of the article.

#4: Mashable & Lifehacker

www.mashable.com & www.lifehacker.com

Quick glances at these sites or following their Facebook fan pages -- they're treasures -- and trash. But the gems here are worth it. We learned about Jing and Dropbox through these sites. Great easy-to-understand tech explanations, as well, and other techie/get things done/stay-organized tips, especially on Lifehacker.



#5: Google...www.google.com I'm not kidding

Source: "Google Lego 50th Anniversary Inspiration" by Flickr User manfrys under a CC License, <http://j.mp/bFy036>

5 Tools

The following are 5 tools that can help manage information and articles to save for "later", archive, and aggregate.



Instapaper Hello, Extras Account Log out

A simple tool to save web pages for reading later.

[Browse](#) [Unread](#) [Starred](#) [Archive](#) + Add

ADVERTISEMENT

Outlook and Gmail
ALTERNATIVE

MailQuatro is ahead on simplicity, it does more and is completely web based. [Try it free.](#)

ADS VIA THE DECK

DOWNLOAD

Printable Kindle ePub

FOLDERS

- Read Later
- iPhone & iPad stuff
- Learning/education (general)
- 12-6-10 week
- Library related

★ scsdmedia: LOVE this! @RT @unquietlibrary: It Takes a Village: CVHS Custodial Staff Supports Literacy and Libraries : <http://tinyurl.com/4byk934>
via InstaScriber
twitter.com · today · [Edit](#) · [Move](#) · [Delete](#)

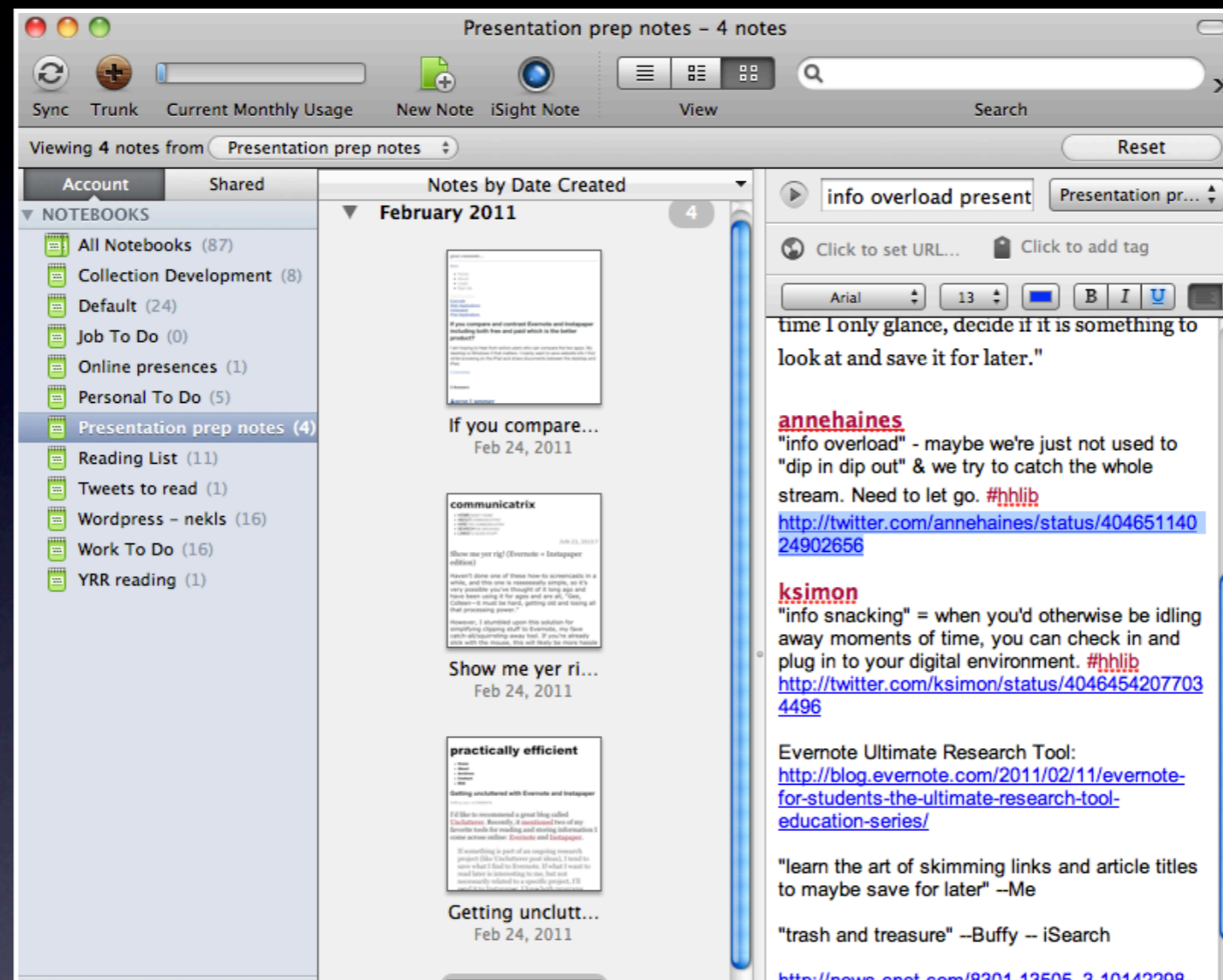
★ web2oclassroom: RT @kevcreutz: Training Guides & Help Sheets for IWBs <http://bit.ly/e6qk81> via @rmbyrne #edtech @PrometheanUSA #promethean
via InstaScriber
twitter.com · today · [Edit](#) · [Move](#) · [Delete](#)

★ cybraryman1: My TED (Technology Entertainment and Design) page: <http://tinyurl.com/6fdea2o> #edtech #edchat
via InstaScriber
twitter.com · today · [Edit](#) · [Move](#) · [Delete](#)

★ jackiegerstein: Got to get social media into school for a variety of reasons, world of ed. needs to be

I. Instapaper: www.instapaper.com

Read Later. (alternative readitlaterlist.com). Save articles/links for reading later in an ad-free screen. Has apps available. I'm terrible about remembering to go back and read what I've saved, but I've found stuff I vaguely remember saving here many times. It's been my favorite iPad and iPhone app since day one of usage. Browser bookmarklet available to easily save links.



#2: Evernote: www.evernote.com

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Oh evernote. Where have you been all my life? I built a good bit of the original version of this presentation and saved its resources using Evernote. Evernote can be used through the web, through your computer, through tablets, and through phones. It's has a free level, and free app. Everything is stored online.

Evernote has endless uses. Save text notes, pictures (through mobile app), web clips, links, make to-do-lists. Share notebooks. Catch all for information. Voice notes. Desktop. Mobile. Web. Email stuff to it. Check it out. Buffy Hamilton (The Unquiet Librarian) and her students swear by this tool. When I discovered the desktop client could do to-do lists, I finally found a solution to my mess of sticky-notes on my desk!



Transition from Delicious to Diigo ~ Instruction & FAQ

diigo V5.0 beta **Collect and Highlight, Then Remember**

Feature Tools

- Diigo for iPad ^{New!}**
Your all-purpose digital library on iPad!
- Diigo Power Note for Android ^{New!}**
Your memory booster on the go!
- Diigo offline reader for iPhone**
Read bookmarks offline on iPhone
- Tools for desktop browsers**
Bookmark, Highlight, screenshot...in one place!

Get Started Now! [Educator? Get started here »](#)

#3: Diigo: www.diigo.com

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Diigo is an alternative to Delicious. There was a time earlier this year where Delicious's future was uncertain. I looked for an online bookmarking option, and fell in love with Diigo.

Diigo has seriously impressed me. Lots of options and ways to save resources, create lists, share, bring in favorites from twitter, organize. Share full webpages, read it later option. I have barely scratched the surface with my use of this tool. Delicious never blew me over with its features. Diigo has.

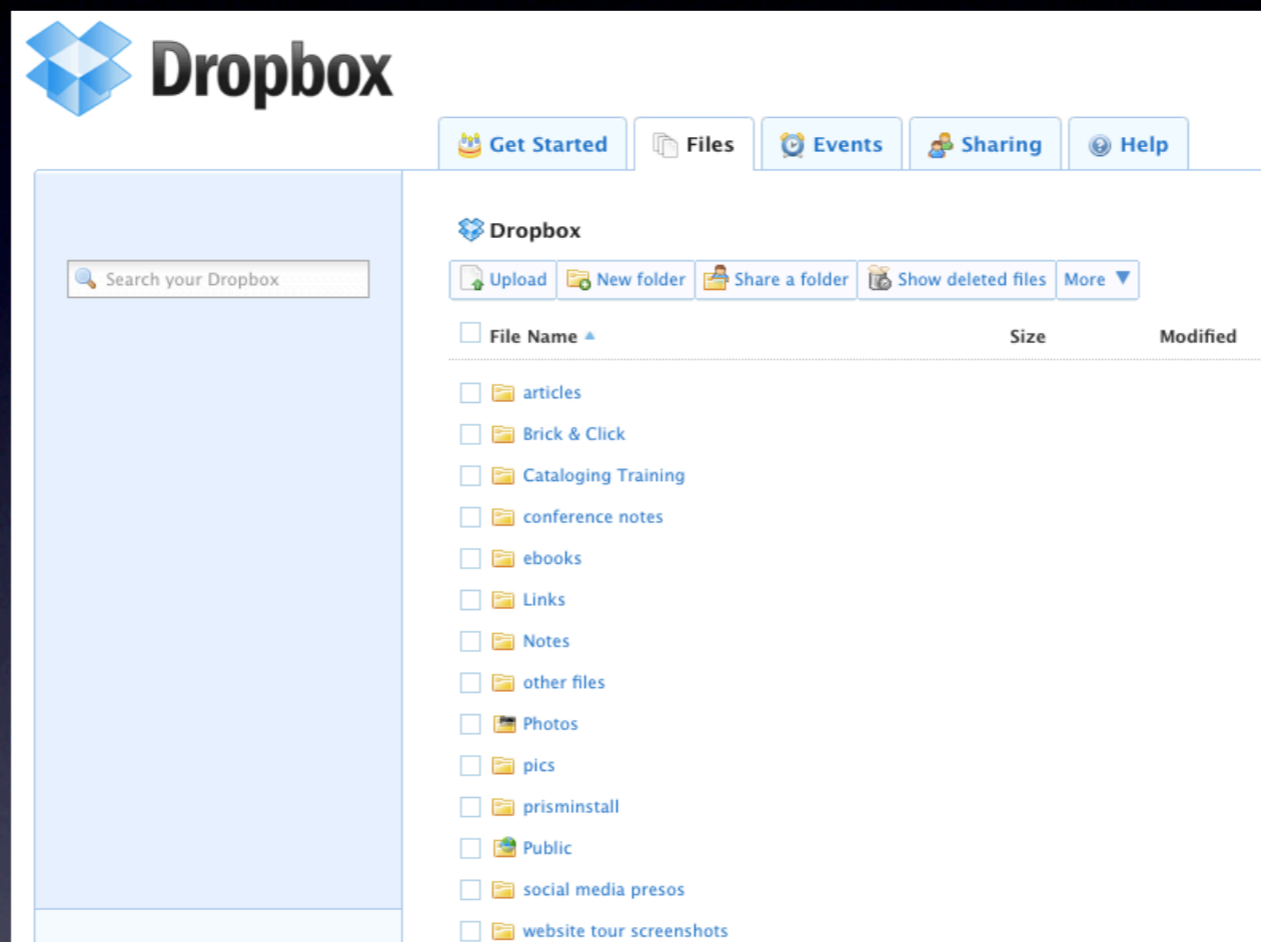
Bonus: Pinterest.com. Requires an invite still, but you can save and catalog photos of anything on the web. I've started cataloging photos that can be used on websites and in presentations, that are licensed Creative Commons. :)



The screenshot shows the homepage of feedmyinbox.com. At the top left is the logo, which consists of a small white box with an orange RSS icon inside, followed by the text "feedmyinbox" in a sans-serif font. To the right of the logo is a navigation menu with links for "New Here?", "Plans & Pricing", "Webmasters", "Help", and "Login" with a small arrow icon. Below the navigation is a main heading: "Subscribe to your favorite **BLOGS, FEEDS, AND NEWS** in seconds." In the center is a white form box with a light gray border. It contains two input fields: "Website or Feed URL" with the placeholder text "www.websitehere.com" and "Your Email Address" with the placeholder text "your@emailhere.com". Below these fields is a prominent green button with the word "SUBMIT" in white capital letters. Underneath the button, it says "SAVE TIME . . . USE THE [BOOKMARKLET!](#)". At the bottom of the page, there is an orange banner with the text "Subscribe to 5 websites absolutely free! | [View Plans & Pricing](#)".

#4. FeedMyInbox: www.feedmyinbox.com

Have you been told about RSS but just haven't ever figured it out? Do you have websites you visit regularly each day and want updates sent to you? Try feedmyinbox. Cindi Hickey swears by this tool. I use it right now to send me daily posts from Lifehacker, my unread main folder in Instapaper, my Twitter favorites, and my new Diigo bookmarks each day. It's free up to 5 sites.



#5. Dropbox: www.dropbox.com

This next tool has more to do with file management, but even with that we can get quickly overwhelmed. Constantly losing files you need to transfer between home and school because you lost your flash drive, lose track of the correct version, etc? Try Dropbox. You can upload, sync files here. Access from mobile devices. Set up syncing folders on multiple computers. Share folders. It's awesome.



KS Librarians & Libraries

Kansas Librarians on Twitter.

A public list
Curated by **Heather Braum**

Tweets Following: 167 Followers: 15

@hbraum/ks-librarians-libraries

kstatelibraries K-State Libraries
Looking for something fun this fall? Visit the Konza Prairie, an educational opportunity for all students. [owl.li/6t2Jv](#)
3 minutes ago

TopekaLibrary Topeka Library
Are you planning on attending our Friends Annual Book Sale this weekend at Ag Hall? Let us know if we'll see you there.
4 minutes ago

joshuamneff Joshua M. Neff
My Body Is A Weapon is the name of my new band.
14 minutes ago

princessofworld PrincessOfTheWorld
Now. How do I pay for a second Masters?
46 minutes ago

sj62499 Scott Jackson
Office Closed

Recently Following

This list's most recently followed accounts - [view all](#)

SuzieQKC Barb Willard
Librarian, reader, life-long learner

miss_miscellany Diana Hyle · Follow

laurabonella Laura Bonella · Follow

sj62499 Scott Jackson · Follow
OSU Alum and fan living in Manhattan, KS

More lists by @hbraum - [view all](#)

- TEDxOKC connections
- Libraries & Librarians 2
- Daily Reading List
- Bison
- My Learning Circle
- Koha & other Open Source Projects
- KS Librarians & Libraries
- KS School Librarians
- Local-Lawrence-KS
- Business n Government
- Educators
- General
- Libraries & Librarians
- News-weather
- School Librarians
- Sports

Northeast Kansas Library System

Government Organization · Lawrence, KS

Wall Info Flickr Blog

160 people like this

Likes

Koha Integrated Library System

Create a Page Report Page Share

Northeast Kansas Library System

Government Organization · Lawrence, KS

Wall Northeast Kansas Library... · Top Posts

Northeast Kansas Library System

Literacy Grants for Libraries
Does your library do early childhood reading readiness programs, adult literacy services or other "literacy and education" programs? The Wish You Well Foundation provides is an interesting grant opportunity for libraries providing such programs. The foundation's "donation" program...
source: NEKLS News
link: Full Article...
7 hours ago via NetworkedBlogs · Like · Comment · Share

Northeast Kansas Library System

The Death of Libraries: Overdrive, Harper-Collins and You
O.K., now that I have your attention, I was just kidding. This is not the death of libraries at all, but there are two significant issues libraries should be aware of regarding ebooks in libraries and the Kansas Overdrive audiobook and ebook service in particular. Overdrive is all...
source: NEKLS News
link: Full Article...
8 hours ago via NetworkedBlogs · Like · Comment · Share

Northeast Kansas Library System

More Koha 3.2 Testing
In the lab again today going through our NExpressTestingPriorities and I thought I'd pull out interesting tid-bits. Feel free to print that out and go through this yourselves! Look for "BUG ALERT" for bugs we've identified in our testing. Peter...
source: NEKLS News
link: Full Article...



Bonus: Twitter & Facebook
www.twitter.com & www.facebook.com

Build your network of people to help you. Like pages on Facebook of sites you want to quickly see from time to time (maybe even some of the resources I mentioned today). Twitter -- check out my lists and see who's there and what's being shared. Make your networks work for you. Some call this a personal learning community or environment. In the resources, I've listed a webinar recently done on personal learning communities.

Additional Tools

- Google Reader (reader.google.com)
- Livebinders (www.livebinders.com)
- PBWorks (pbworks.com)
- iGoogle (google.com/ig)
- Pinterest (www.pinterest.com)
- Browser Add-ons
- KANLIB & Publib listservs



Source: "share your ideas" by Flickr User Britta Bohlinger under a CC License, <http://goo.gl/QU6Ea>

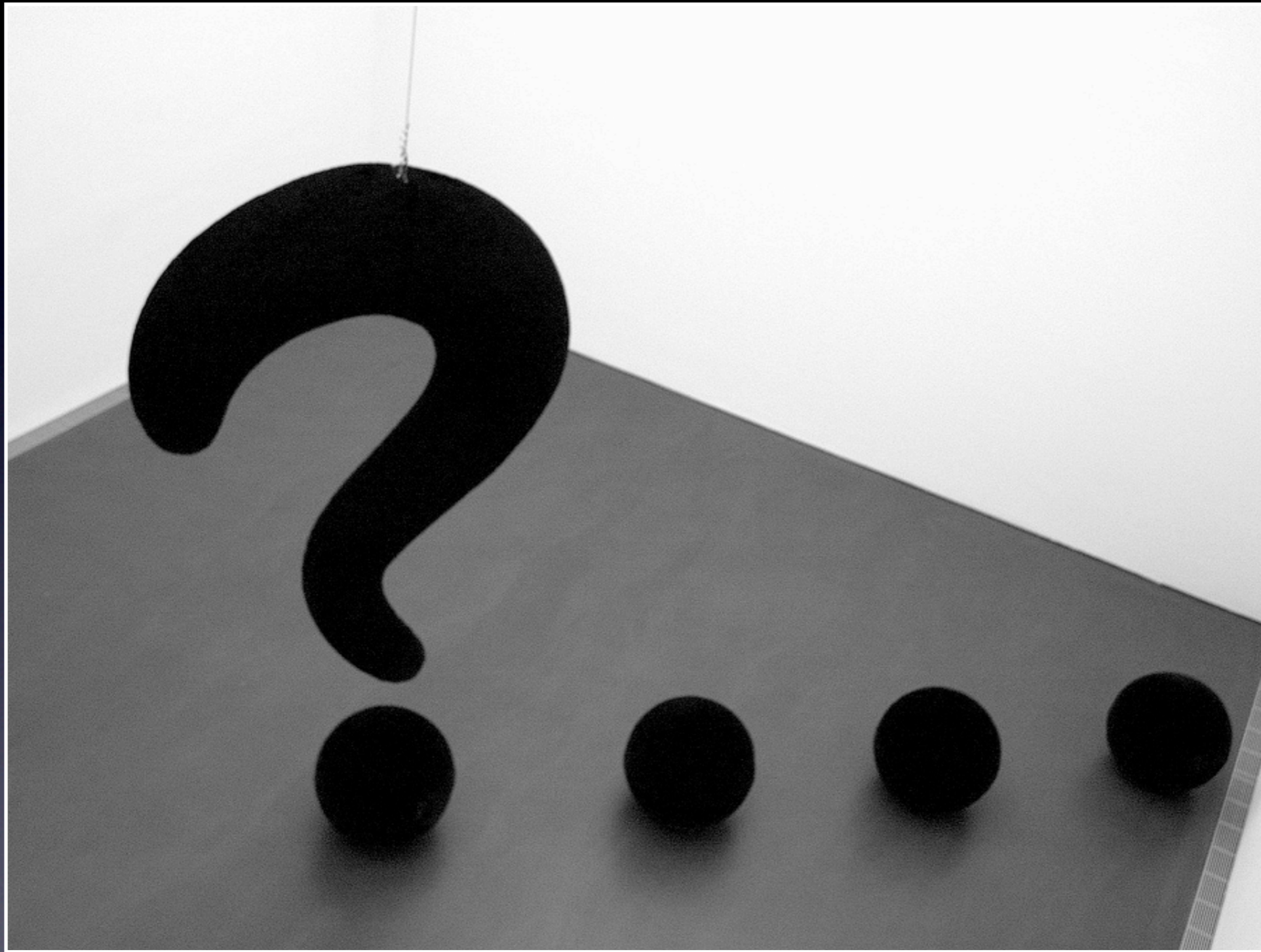
Before getting to questions, let's stop for two minutes, and I want you to rebrainstorm 3 ways you're going to deal with information overload now. If you need to, you can cheat off the bookmark :)

Further Resources

- “Being Wired or Being Tired: 10 Ways to Cope with Information Overload” Sarah Houghton-Jan, *Ariadne*, July 2008, <http://j.mp/10Dc2>
- “Getting uncluttered with Evernote and Instapaper” from *practically efficient* blog, June 22, 2010, <http://j.mp/c9SVt5>
- [Video] Web 2.0 Expo NY: Clay Shirky (shirky.com) It’s Not Information Overload. It’s Filter Failure. September 2008, <http://j.mp/5OCWIH>
- “Inbox Zero”, Merlin Mann. Articles: <http://j.mp/ifl6Vd> and Video: <http://j.mp/Ok4MC>
- “Building and maintaining an online professional learning community”, Jayme Linton, *Learn NC*, <http://j.mp/g0LnZz>
- “Twitter: Keeping Up With It All”, Richard Byrne, *Free Technology for Teachers*, February 24, 2011, <http://j.mp/hSf37L>

Further Resources

- “Coping with Information Overload” *Infopeople webinar* by Sarah Houghton-Jan, May 2011, <http://goo.gl/Ed2YS>
- *The Shallows* by Nicolas Carr, 2010
- *Brain Rules: 12 Principles for Surviving and Thriving at Work, Home, and School*, by John Medina, 2009
- “How to Keep Up with (Almost) Everything” Libguides, by Buffy Hamilton, <http://goo.gl/amdqT>
- “What I’m Reading Online This Spring: Fountains of Information, Insight, and Inspiration”, by Buffy Hamilton <http://goo.gl/dgvoK>
- “Happiness Through Personal Learning” by Marianne Lenox, from the 2011 WJ Trends in Training and Learning conference, <http://goo.gl/343D0>



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