



# Indiana Libraries

*Tools & Resources for  
Unemployed Hoosiers*

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# Solutions: Partnership with DWD

The Indiana State Library partnered with the Department of Workforce Development (DWD) and Office of Faith-Based and Community Initiatives to provide training and computers to local libraries, community groups & faith-based organizations currently helping Hoosiers file for unemployment benefits.

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# Unemployment Assistance Training

In February 2009, the DWD conducted a workshop that explained the unemployment filing process in detail and offered helpful advice to best assist unemployed. The State Library has posted a video recording of this training on its website, which also provides a one-stop shop for unemployment resources for Indiana libraries.

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# Computer Loan Program

The DWD offers a computer loan program in conjunction with the State Library that provides over 200 surplus state computers to public libraries and other organizations to meet the demand of unemployment filers in their area. The DWD has also stationed part-time unemployment specialists at libraries in the hardest hit regions of the state.

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# Solutions: Enhanced Online Tools for Jobseekers

INSPIRE, a virtual library of online databases and academic research resources, is made available for free to all. In 2009, the Indiana State Library made significant upgrades to INSPIRE with new products targeted at serving the needs of the growing population of Hoosier jobseekers.

Most notably, the Indiana State Library upgraded INSPIRE with new products such as Testing & Education Reference Center, NetLibrary eBooks – Professional Development Collection and Small Business Resource Center

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# Testing & Education Reference Center

TERC features dozens of portals, features, interactive tutorials, and more all in one online location: Specifically:

- Career change & military transition
- Job search tips & strategies
- Résumé basics, incl. templates FAQ's & best practices
- Targeted résumé tools and advice for common fields
- Cover letters, reference & salary history content standards
- Interviewing, networking and salary negotiations tips
- Career assessments based on personality types
- Tips & strategies for workplace success after finding a job

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# TERC: Online Résumé Builder

Résumé Builder enables users to create a professional résumé that outlines qualifications and highlights skills and accomplishments. By simply entering their information, Résumé Builder can design and expertly format your résumé. When the résumé is finished, users not only receive their résumé Word document, but also are provided with an online résumé featuring a unique and personalized web address.

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# NetLibrary eBooks – Professional Development Collection

This career collection of 215 titles provides full-length eBooks that cover important professional development topics such as:

- Professionalism & Corporate Culture
- Success in the Workplace & Teamwork Skills
- Skill-building (i.e. “for Dummies) Tutorials for Common Software Programs
- Industry Trends & Best Practices
- Case Studies & Market Strategies

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# Solutions: Enhanced Public Library Technology Standards

In 2011, new public library standards go into effect that create minimum levels of internet connectivity and public access terminals based on population served. These enhancements, along with new minimum requirements for hours of operation, will ensure Hoosiers have more equitable access to the Internet and digital technologies and help bridge the state's digital divide.

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# Questions or Comments?

THANK YOU!

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