

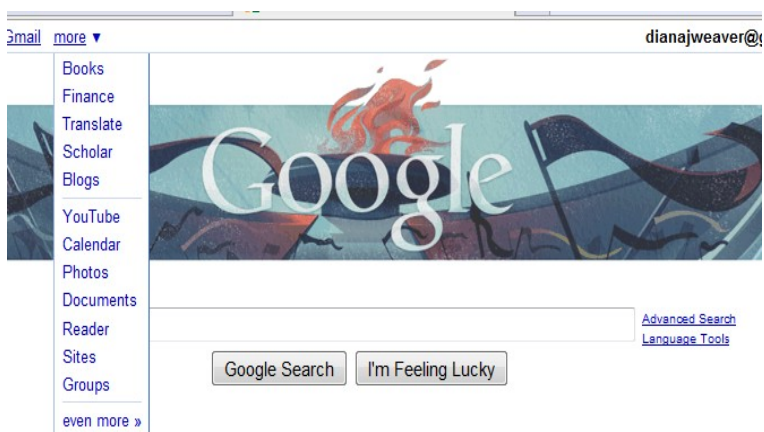
Some suggestions for cloud computing collaboration:

Use Google docs to create a document that can be shared and edited by others. We have used this at Atchison Library to update some of our policies. I went into my Google email account, clicked Documents, and uploaded a document from my computer. Then I shared it with staff. After a few people had edited it, it looked like this:

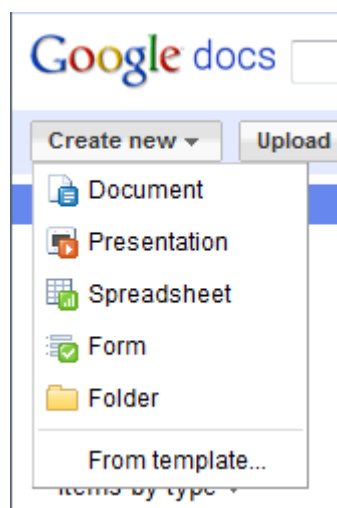
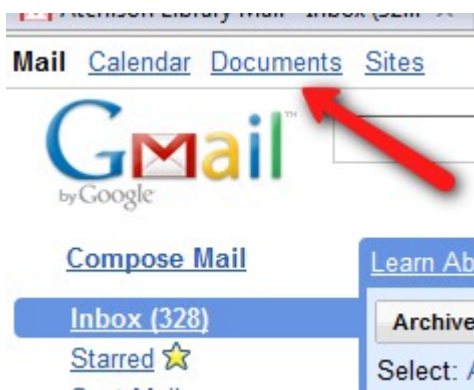
- 2. All new patrons shall be given a **brochure with a** copy of the circulation policy at the time of registration.
- 3. All questions on the registration form must be answered. ~~A second phone number is required. The number of a friend or relative not living with you may be used in place of a business number.~~

It worked great! But you don't have to share anything work related for this project. Be creative!

To start a Google doc to share with others, you have to have a Gmail account. If you don't have one, go to Google.com and click Documents under the more tab. You will be prompted to sign up for an account.



Once you get an account, or if you already have one, click Documents. Then click Create new or Upload a document from your machine.



Once you have saved the document, you Share it (refer back to the Google docs video if you need

help).

If you want to experiment with presentations, try Google docs Presentations (it works just like PowerPoint). Create a Presentation and Share it. Invite friends to add a slide to your presentation. You will all be able to view the final “show”.

Another idea: One of the easiest collaborative tools in the cloud is an online whiteboard called Scriblink. It's like scribbling on a chalkboard, and you can invite friends. Here's how:

Go to Scriblink.com. Put in a user name and click the button next to the box. That “opens” the whiteboard.



Send invitations - there are two ways you can do this (they are listed under Invite People). You can Get URL, which you gives you the URL of your project, then you can email it to friends. Or you can Email the link to your friends directly by adding their email addresses. They will need to accept the invitation by clicking on a link in the email. This will take them to the whiteboard, where they can add their scribbles or pictures.

Other suggestions:

If you want to share documents, like knitting patterns, you could create a folder in Dropbox and invite others to see the documents you've uploaded. Then they could upload some of their own favorites to the folder. [Dropbox](http://Dropbox.com) has a good video to explain how this works. You will need to download the Dropbox software to your computer and create an account. Each person you invite to share will have to do the same. Dropbox is a very handy cloud computing tool. It is worth checking out.

If you want to play around with sharing an online calendar, you might try [30 Boxes](http://30Boxes.com). Invite some friends to add their birthdays. Like the other cloud computing tools, you will have to sign up for an account, then share the calendar by sending invitations through email. Each participant will also need to sign up for an account.

Feel free to post your questions to the forum or as a comment to this post. Experiment and have fun!