

Using Lynda.com at Iowa State



Joe Struss (IT Learning Pods)

<http://css.ait.iastate.edu>

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1 Overview

Lynda.com is an excellent set of online video tutorials which are now available for all students, faculty and staff at Iowa State until 2012. Lynda.com provides up-to-date instruction on a wide variety of open-source and commercial software packages. Instructions for a particular software product is broken down into 3–7 minute segments and you see the instructor's desktop on your screen while you hear the instructor's voice via your speakers or headphones. See <http://www.it.iastate.edu/lynda/> for additional grant and access information.

2 System Requirements

Lynda.com has the following System Requirements. To enjoy video tutorials at Lynda.com, you will need a minimum screen resolution of 1024 by 768 and the following software installed on your computer:

- Internet Explorer 6.0 or above, Firefox 3.0 or above, or Safari 2.0 or above. (Users of 64-bit Internet Explorer 7, please try a different browser)
- JavaScript and Cookies must also be enabled.

- Apple QuickTime 7.5 or above. (Mac Safari users please download QuickTime 7.5.5 or newer to avoid problems with captioning)
- Microsoft Windows XP SP2, Microsoft Windows Vista, Macintosh OS X or Linux.
- Windows Media Player version 10 or higher.

In addition, you will need an Internet connection with sufficient bandwidth. Most of the videos will download best with a downstream bandwidth of at least 100Kbps or higher. Some of the newer titles also have the tutorial movies available via the Flash Video plug-in as an alternate or backup to Quicktime or Windows Media Player.

3 Logging In

To access Lynda.com, just enter the following URL into your Web browser:

<http://www.it.iastate.edu/lynda/>

and click on the **Lynda.Com Video Tutorials** graphic in the upper right corner of the page or click on the **Lynda.Com** link in the lower portion of the page. You will then be prompted for your Iowa State NetID and password. Enter that information and press the **Login** button to enter Lynda.Com.

4 Looking around Lynda.com

When you first enter Lynda.com, you will see the following information at the top part of your screen or something similar to the following graphic:



Learn by: [All Courses](#)

From there, you can search the Lynda.com course library by **Subject**, **Software**, **Vendor** or **Author** via a pulldown list. You can also click on the **All Courses** link or click on the **Lynda.com** graphic.

If this is your first time with Lynda.com, open up a separate browser window and go to **<http://www.lynda.com/>**. Click on the **About Us** link, then on the **About our products** link in the lower left; and finally in the middle click on the **Take a guided tour** link.



Learn by: [All Courses](#)

The lynda.com Online Training Library® Our flagship training resource

Learn the latest tools and techniques with access to 829 online courses and counting! Get unbiased, clear, and comprehensive training in 3D, audio, video, photography, graphic design, web and interactive design, business, and development from expert instructors, 24/7.

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▶ Take a guided tour.

Now Iowa State has a Premium multiuser campus subscription to Lynda.com so you will have access to the Premium data files and information that come with a Premium membership. However, since Iowa State uses a multiuser environment, you will need to keep track of the courses and segments of courses that you've taken. You might try jotting it down in a notebook. Still not too bad of a deal for access to over 800 courses.

As noted in the Overview video, you can also search in the far right side of the top screen for a word or a phrase in a course that you are interested in taking. Plus for closed-captioned courses, you can search for a word or a phrase within a course itself.

5 Taking a look at a Course

Now let's take a look at an actual course. Return to your initial browser screen and pull down under **Software** to **Facebook**.

Facebook	Level	Duration (hrs:min)	CC	Release Date
Facebook Essential Training		3:21	CC	01/10
Social Media Marketing with Facebook and Twitter		4:11	CC	10/09
iPhoto '09: 10 Things to Know About Facebook		0:52	CC	04/09

You should see three courses there. Notice that Lynda.com tells you the name of the course, its level (1-easy, 2-intermediate, 3-advanced or All-for all levels), about how long it

would take to work your way through the video tutorials within the course, whether it is closed captioned or not; and the course’s release date.

Click on the name of the course **Facebook Essential Training** to enter the course. You should now a “Table of Contents” for the course which includes all video tutorial segments along with tabs for the Description of the course, Author information, Transcripts, Course Preferences and any Exercise Files that go with the course. This particular course doesn’t have any extra Exercise Files.

Facebook Essential Training

Author: **Susan Cline**
 Released: 1/8/2010 | Duration: 03:21 | Level: Beginner
 CC On Off
 SHARE Feedback Search this course submit

Table of Contents Description Author Transcript Course Preferences

course feedback

+ show all - close all

	Viewed	Duration	File Size
▼ Introduction		02:30	
>Welcome		00:56	13.4 MB
>What changed as of June 2010		01:34	18.2 MB
▼ 1. Introducing Facebook		20:14	
>Introducing social networking		02:48	8.6 MB
>Navigating Facebook		12:04	12.0 MB
>Finding help		05:22	10.3 MB
▼ 2. Signing Up and Creating a Profile		23:01	
>Signing up for Facebook		04:25	4.6 MB
>Verifying your account		01:21	1.5 MB

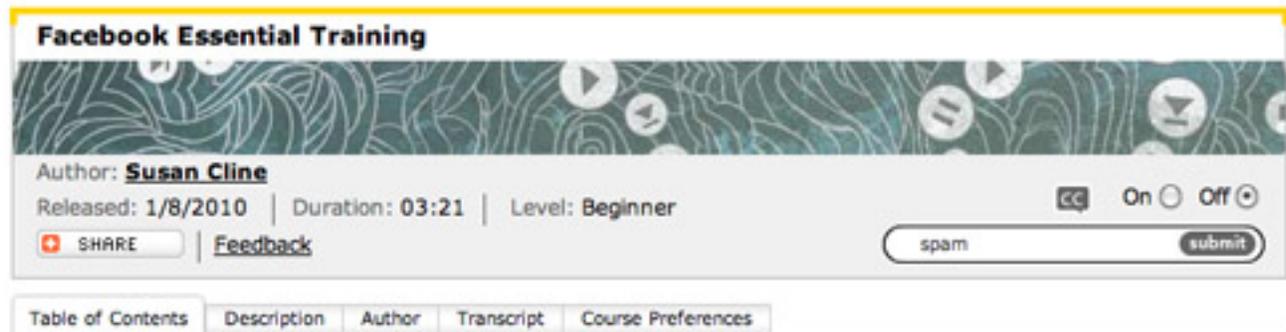
Note that the course is divided into 14 sections and that each section has one or more video tutorials each with its own duration and size. Go ahead and click on the **Welcome** video tutorial under the *Introduction* segment to watch the Welcome video tutorial.

There are a couple of ways to approach these video tutorials. You can either watch them sequentially such as you would if you were taking a class or you can jump to the segment that you want to watch assuming that you already know most of the earlier material.

Let's say I knew the basics of Facebook but wanted specific information on protecting my Facebook profile. I could immediately jump down to Section 13 and begin watching the tutorials from there. Try watching the tutorial **Looking at privacy**.

Since this tutorial is also closed captioned, you can also search the closed captioning to look for a specific word or phrase. For instance, go to the *Closed Captioning* search box, enter the word "spam" then press submit to search throughout the whole tutorial for the word "spam".

[lynda.com](#) » [Online Training Library®](#) » [Facebook](#) » Facebook Essential Training



The results show you several segments with video tutorials that contain the word "spam". You can either play the whole segment or jump to that part of the tutorial video that contains the search word. Try jumping to the spam portion of **Understanding Facebook Friends** at **Timecode 01:28**.

Search the closed captioning text for this course by entering the keyword you'd like to search, or browse the closed captioning text by selecting the chapter name below and choosing the movie title you'd like to review.

Here are the tutorials that matched your search "spam":

▼ **3. Finding and Adding Friends**

- ▶ [Understanding Facebook friends \(1\)](#)
- ▶ [Finding friends, family, and coworkers \(1\)](#)

▼ **8. Sending Private Messages and Your Inbox**

- ▶ [Reading, replying to, and deleting private messages \(2\)](#)
- ▶ [Setting privacy for private messages \(4\)](#)

Closed Captioning can also be useful when you want to use Lynda.com in a place where you can't use speakers or headphones.

6 Other Types of Tutorials

Besides straight-forward software tutorials, there are also courses regarding Creative Inspiration and Workflow. Look under the *Subject* category at the top of the page and scroll down to **Creative Inspirations** or **Start to Finish**. These are both new areas within Lynda.com. In the *Creative Inspirations* category, you should find **Duarte Design: Presentation Design** and in the *Start to Finish* category you should find **Margo Chase's Hand-Lettered Poster: Start to Finish**.

Creative Inspirations	Level	Duration (hrs:min)	CC	Release Date
Creative Inspirations				
Bert Monroy, Digital Painter and Illustrator	All	0:48	CC	04/10
Ze Frank, Comedic Digital Savant	All	0:56	CC	03/10
Kit Hinrichs, Graphic Designer	All	1:00	CC	02/10
New Deal Studios, Visual Effects	All	0:56	CC	02/10
Mexopolis, Animation Studio	All	1:21	CC	01/10
Trigger, Interactive Design Studio	All	1:25	CC	11/09
Renegade Animation, Animation Studio	All	0:59	CC	09/09
Duarte Design, Presentation Design	All	0:51	CC	08/09

Take a look at the initial tutorial for either of the classes listed above to get more of a feel of what types of tutorials you might find in either of these groups.

Under the *Vendor* category at the top, you will find tutorials sorted by vendor or vendor-type. Try pulling down under Vendor to **Open Source** and you will find tutorial courses on Blender, Drupal, Joomla!, JQuery, Moodle and others.

Open Source	Level	Duration (hrs:min)	CC	Release Date
Blender				
Blender Essential Training	III	9:54	CC	07/09
Drupal				
Drupal: Creating and Editing Custom Themes	III	4:12	CC	12/09
Drupal 6: Online Presentation of Data	III	6:08	CC	07/09
Drupal Essential Training	III	6:53	CC	08/08
Joomla!				
Joomla! Advanced CSS	III	2:29	CC	01/09
Joomla! Creating and Editing Custom Templates	III	2:11	CC	12/08
Joomla! 1.5 Essential Training	III	3:10	CC	06/08

7 Exiting Lynda.com

When you are done for this session, remember to click the **logout** button in the upper right corner of the screen to leave Lynda.com.

The one main thing you have to remember with Lynda.com is where you are in the current tutorial so I really recommend writing that down. However, I quite recommend exploring Lynda.com and if you need a tutorial right away— Lynda.com is a great place to start. Happy learning!

The screenshot displays the Lynda.com website interface. At the top, there is a yellow banner with the Lynda.com logo on the left, the text "Take your projects from confusing to efficient" in the center, and "Office 2010 business training from lynda.com" on the right. Below the banner is a navigation menu with links for "products", "resources", "about us", "news", and "support". Underneath the navigation menu is a search filter section with dropdown menus for "Subject...", "Software...", "Vendor...", and "Author...", followed by a link for "All Courses". The main content area is titled "Latest Releases" and includes a "Subscribe to the RSS feed:" link. Below this, there is a "Sort by:" section with options for "Course" and "Date". Three course thumbnails are displayed in a row, each with a play button icon. The first course is "1. Outlook 2010 Essential Training" dated "06/22/10". The second course is "2. iPhone and iPod Touch Essential Training" dated "06/18/10". The third course is "3. PowerPoint 2010 Essential Training" dated "06/17/10". To the right of the "Latest Releases" section is a vertical sidebar with a dark background, featuring the text "{ Creative" at the top, "documentaries on creative pros" below it, and a play button icon next to "Troika Design Group Broadcast Design".

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