FROM DAY ONE HELPING MEMBERS FIND THEIR FEET AND BEYOND
CONTEXT

- Toronto, Ontario, Canada
- Westminster-style parliament
- 124 Members of Provincial Parliament
- Election June 2018
  - 15 new electoral ridings!

Help Members find their feet
DAY ONE
HELP #1: MEMBERS' PORTAL
MEMBERS' PORTAL: OUR PLAN

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Guiding Principles</th>
</tr>
</thead>
<tbody>
<tr>
<td>• User-centred design</td>
<td>• Any device</td>
</tr>
<tr>
<td>• Simple look and feel</td>
<td>• Anytime</td>
</tr>
<tr>
<td>• No assumed knowledge</td>
<td>• Anywhere</td>
</tr>
<tr>
<td>• Chronological approach</td>
<td></td>
</tr>
<tr>
<td>• Practical!</td>
<td></td>
</tr>
</tbody>
</table>
MEMBERS' PORTAL: WHAT WE DID

<table>
<thead>
<tr>
<th>Tech</th>
<th>Content</th>
<th>Informed by</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Drupal</td>
<td>• Reused, updated</td>
<td>• Exit interviews</td>
</tr>
<tr>
<td>• Simple login</td>
<td>• Plain language</td>
<td>• Time-sensitive activities</td>
</tr>
</tbody>
</table>

- Drupal
- Simple login
- Reused, updated
- Plain language
- Exit interviews
- Time-sensitive activities
Getting started

Congratulations on your election!

Here are a few things you might want to know to get started in your new role.

Find your salary
Head to the Salary page to find out how you will be paid.

Set up your offices
Get set up so you and your staff can attend to your constituents’ needs as soon as possible. Check out Setting up your offices.

Make it official: contact the Integrity Commissioner
You have to give the Office of the Integrity Commissioner a disclosure statement within 60 days of your election. Read more in Before your first day in the Chamber.

Learn where you can get support
Have a question? Not sure who to contact? Learn where you can get support.

Contacts
New MPPs hotline
416-325-7777
1-888-444-0208
ask@ola.org
Your first day in the House

This is what you need to know so you’re comfortable walking into the Chamber for the first time.

Walk through a day in the House

Learn about Chamber rules, practices, and decorum and what to expect in the House.

Know your Chamber staff

Get familiar with the people you will see in the House who can help you. Get to know Your Chamber staff.

Witness the start of a new Parliament

Find out how the Speaker is elected and what happens during the throne speech debate in Start of a new Parliament.

Give your inaugural speech

Learn about addressing the House for the first time in Your inaugural speech.
BENEFITS

- Practical
- One-stop resource
- Always up-to-date
- Drupal
CHALLENGES

Getting content

Plain language

Getting it "right"

Promotion
AND BEYOND
HELP #2: FIRST READING
**FIRST READING: INFORM MEMBERS OF NEW LIBRARY RESOURCES**

<table>
<thead>
<tr>
<th>What is it?</th>
<th>Tech</th>
<th>Resources</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bi-weekly newsletter emailed to all Members and Assembly staff</td>
<td>Springshare’s LibGuide Platform + a script + mail merge</td>
<td>One librarian + one library technician</td>
</tr>
</tbody>
</table>
First Reading
New and Notable Publications

First Reading is a collection of new and notable publications distributed biweekly. For electronic publications, click on the link or cover image to access the publication directly. For books, please feel free to click on the image or title to send the Library an email requesting that they hold the book for you. For previous editions, more information or to see this content on a mobile-friendly interface, please visit the First Reading website. To request copies of any of these publications, or any Library materials, please feel free to email the Library, or call 410-325-3900.

<table>
<thead>
<tr>
<th>Health, Education</th>
<th>Justice, Social Issues</th>
<th>Planning, Environment</th>
<th>Public Administration, Finance</th>
<th>Great Reads Collection</th>
</tr>
</thead>
<tbody>
<tr>
<td><img src="image1.png" alt="Image" /></td>
<td><img src="image2.png" alt="Image" /></td>
<td><img src="image3.png" alt="Image" /></td>
<td><img src="image4.png" alt="Image" /></td>
<td><img src="image5.png" alt="Image" /></td>
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</tbody>
</table>
BENEFITS

- Direct links
- Subject clusters
- Topical titles
- Design
CHALLENGES

- Manual process
- Time-sensitive
- No content!
- Email fatigue
THANK YOU!

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