Librarian Checklist: Helping your library prepare for Academic Writer 2.0

This printable checklist will provide guidance to prepare for enhancements to Academic Writer reflecting *Publication Manual of the American Psychiatric Association (7th edition)* updates.

Use the check boxes below to track assets, resources, and communications that will need to be updated on your campus and within your library.

**As soon as you’re able**

- Update your proxy stanza for self-hosted EZproxy as follows:
  - Title Academic Writer
  - URL [https://academicwriter.apa.org](https://academicwriter.apa.org)
  - HJ academicwriter.apa.org
  - HJ apa.org
  - HJ my.apa.org
  - HJ [http://academicwriter.apa.org](http://academicwriter.apa.org)
  - HJ [https://apa.org](https://apa.org)
  - HJ [https://my.apa.org](https://my.apa.org)
  - DJ apa.org
  - NeverProxy aw2static.apa.org

- Let your Academic Writer users know the resource will be updating to the 7th edition of the *Publication Manual of the American Psychological Association* in August

- Communicate updates to staff, faculty, and students. View sample announcement emails.

- [Learn more](#) about the APA Publication Manual, Seventh Edition

- Sign up for news and updates on the Librarian Resources webpage

**Summer 2020**

- Encourage users to download any content that needs to retain 6th edition style before July 31st

- Share our [guide](#) on exporting papers and references

- Review our [handout](#) on the new tutorials and quick guides

- Follow [@APA_AcadWriter](#) on Twitter
August 2020/Fall Semester

☐ Remind users of changes to Academic Writer with content reflecting Publication Manual, Seventh Edition

☐ Promote your library’s subscription using the Academic Writer Marketing Guide

☐ Access updated training materials on the Digital Learning Resources page