



Continuing Education Program

July-December 2013



LILRC would like to recognize the following libraries and organizations for providing facilities to host our Continuing Education Programs:

Bay Shore-Brightwaters Public Library

Brentwood Public Library

Carlyle on the Green—Bethpage State Park

Dowling College, Fortunoff Hall

Farmingdale Public Library

Farmingdale State College, Greenley Library

Half-Hollow Hills Community Library

Harborfields Public Library

Lindenhurst Memorial Library

Merrick Library

Sachem Public Library

Find LILRC Where You Already Are Online

Now connecting with LILRC people and resources is easier than ever.
Find us online at your favorite social and professional networks.



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<http://blog.lilrc.org/ce>



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LILRC PROGRAMS @ A GLANCE

- Exploring American FactFinder 2
- Introduction to PastPerfect Software
- Introduction to Adobe InDesign
- Intermediate Adobe InDesign
- Introduction to Photoshop
- Intermediate Photoshop
- Introduction to Excel 2010
- Intermediate Excel 2010
- THAT LEADERSHIP THING
- Summer Vendor Demo: EBSCO
- Grant Writing Session
- Suffolk County Legislative Breakfast
- 18th Annual Archives Conference: *People of Long Island*
- Nassau County Legislative Breakfast
- Digital Media Labs 101
- Basics of Archives I
- Layers of History—Digitization of Maps and the Study of Historical Places
- 22nd LILRC Annual Conference on Libraries and the Future
Community by Design: Innovation & Transformation
- Drupal Bootcamp of Beginners
- Serving Up Downloads: Best Practices in eReading Customer Service
- LILRC Annual Membership Meeting
- LILRC Hospital Library Services Program (HLSP) Annual Meeting

SUMMER SOFTWARE TRAINING

Friday, July 26th

Introduction to Adobe InDesign

Farmingdale Public Library

10:00AM-12:30PM

Learn how to create professional looking desktop publishing documents such as flyers, newsletters and brochures. Topics covered will include layout, formatting, tools, working with graphics and text, transparencies, and more.

Prerequisite: For intermediate computer users

FEE: \$25 Member; \$55 Nonmember; \$20 Retired Member/ Student/Unemployed; \$5 CEU Certificate (additional)

Hands-On

Friday, July 26th

Intermediate Adobe InDesign

Farmingdale Public Library

1:30PM-4:00PM

This session is a continuation of the Introduction course and will expand on topics including layout, formatting, tools and much more for your desktop publishing projects.

Prerequisite: Introduction to Adobe InDesign or equivalent knowledge

FEE: \$25 Member; \$55 Nonmember; \$20 Retired Member/ Student/Unemployed; \$5 CEU Certificate (additional)

Hands-On

Friday, August 9th

Introduction to Adobe Photoshop

Farmingdale Public Library

10:00AM-12:30PM

Become an instant graphic artist by working with images and pictures in Adobe Photoshop. Learn how to alter images including sizing, shaping and coloring. Re-touch, filter and add effects to create works of art or just make your digital photos look the way you want them to.

Software version: Adobe Photoshop CS4

FEE: \$25 Member; \$55 Nonmember; \$20 Retired Member/ Student/Unemployed; \$5 CEU Certificate (additional)

Hands-On

Friday, August 9th

Intermediate Adobe Photoshop

Farmingdale Public Library

1:30PM-4:00PM

Learn intermediate features and editing techniques in Adobe Photoshop including retouching, filters, effects and much more.

Prerequisite: Introduction to Photoshop or equivalent knowledge.

Software version: Adobe Photoshop CS4

FEE: \$25 Member; \$55 Nonmember; \$20 Retired Member/

Student/Unemployed; \$5 CEU Certificate (additional)

Hands-On

Friday, August 16th

Introduction to Microsoft Excel 2010

Farmingdale Public Library

10:00AM-12:30PM

Learn about the world's most popular spreadsheet program, including creating, editing and formatting worksheets, formulas and much more.

FEE: \$25 Member; \$55 Nonmember; \$20 Retired Member/

Student/Unemployed; \$5 CEU Certificate (additional)

Hands-On

Friday, August 16th

Intermediate Microsoft Excel 2010

Farmingdale Public Library

1:30PM-4:00PM

The Microsoft Excel spreadsheet program features calculations, graphing tools, pivot tables and a microprogramming language called VBA (Visual Basic for Applications). This workshop will cover the use of formulas, functions, and working with ranges, columns and rows, and much more.

Prerequisite: Introduction to Excel or equivalent knowledge.

FEE: \$25 Member; \$55 Nonmember; \$20 Retired Member/

Student/Unemployed; \$5 CEU Certificate (additional)

Hands-On

Thursday, July 18th

Exploring American FactFinder2

Farmingdale State College, Greenley Library

10:00AM-12:00PM

The U.S. Census Bureau's upgrade of American FactFinder 2 has left some librarians struggling to find information that seemed essential in previous versions of the site. This hands-on session will review the most significant changes to the FactFinder and share tips and tricks to finding current information, using the new system tools, and discovering work arounds to finding your old favorites.

Presenter: Barbara Ferry, Data Dissemination Specialist, New York Regional Office, U.S. Census Bureau

FEE: \$15 Member; \$25 Nonmember; \$10 Retired Member/ Student/Unemployed; \$5 CEU Certificate (additional)

Thursday, July 18th

Introduction to PastPerfect Software

Half-Hollow Hills Community Library—Melville Branch

9:30AM-12:30PM

The PastPerfect software was created in 1996 with the mission to create affordable software products for museum and archival materials. It helps historical organizations to catalog and share collections, manage contacts, members, and donors. It has additional modules such as Online and Virtual Exhibit and data conversion. *This is not a hands-on workshop.*

Presenter: Steven Czarniecki, All Museum Services

FEE: \$25 Member; \$80 Nonmember; \$20 Retired Member/ Student; \$5 CEU Certificate (additional)

LILRC is a Continuing Education Provider for the New York State Public Librarian Certification. Certain programs are offering CEU certificates at an additional fee. For more information on New York State Public Librarian Certification requirements, visit the NYS Library website at:

<http://www.nysl.nysed.gov/libdev/cert/conted.htm>.

AUGUST

Monday, August 19th

THAT LEADERSHIP THING

Lindenhurst Memorial Library

9:30AM-12PM

Leadership is something every successful organization needs, especially libraries. There has always been a great deal of discussion about the qualities of leadership, as well as whether leadership can be learned in the classroom. This program will use the shared inquiry method of discovery with participants to help them learn more about leadership by sharing their leadership experiences with one another.

Moderator: Peter Ward, Director of the Lindenhurst Memorial Library

Who should attend: Library directors, department heads, supervisors

Maximum number of attendees: 25

FEE: \$20 Member; \$65 Nonmember; \$5 CEU Certificate (additional)

Friday, August 30th

Summer Vendor Demo: EBSCO

Farmingdale Public Library

10AM-11:30AM

Please join Nancy Grimaldi and Jim Kropelin from EBSCO for a breakfast session which will explore EBSCO's Usage Consolidation and EBSCO eBooks.

FEE: No Fee

**2013 Long Island Reception
@ NYLA Annual Conference
Thursday, September 26th, 6PM-8PM**

All Are Welcome...

**333 Prospect Street
Niagara Falls, NY 14303**



Feel free to stop in to eat, drink, and have a chance to chat with your colleagues. We look forward to seeing you there!

July-December 2013

JULY

Monday	Tuesday	Wednesday	Thursday	Friday
	16	17	18 10AM-12PM Exploring American FactFinder 2 9:30AM-12:30PM Introduction to PastPerfect Software	19
	23	24	25	26 10AM-12:30PM Introduction to InDesign 1:30PM-4PM Intermediate InDesign

AUGUST

Monday	Tuesday	Wednesday	Thursday	Friday
5		7	8	9 10AM-12:30PM Introduction to Photoshop 1:30PM-4PM Intermediate Photoshop
12	13	14	15	16 10AM-12:30PM Introduction to Excel 2010 1:30PM-4PM Intermediate Excel 2010
19 9:30AM-12PM THAT LEADERSHIP THING	20	21	22	23
26	27	28	29	30 10AM-11:30AM Summer Vendor Demo: EBSCO

SEPTEMBER

Monday	Tuesday	Wednesday	Thursday	Friday
9	10	11	12	13
16	17	18 9:30AM-12:30PM Grant Writing Session	19	20 8:30AM Suffolk County Legislative Breakfast

July-December 2013

OCTOBER

Monday	Tuesday	Wednesday	Thursday	Friday
	1	2	3	4 9AM-1PM 18th Annual Archives Month Conference 8:30AM Nassau County Legislative Breakfast
7	8	9 10AM-12:30PM Digital Media Labs 101	10	11
14	15 9:30AM-2:30PM Basics of Archives I	16	17	18 9:30AM-1PM Layers of History
21	22	23	24 LILRC 22nd Annual Conference on Libraries and the Future	25

NOVEMBER

Monday	Tuesday	Wednesday	Thursday	Friday
				1 10AM-4:30PM Drupal Bootcamp for Beginners
11	12 10AM-12PM Serving Up Downloads: Best Practices in eReading Customer Service	13	14	15
18	19 9AM LILRC Annual Membership Meeting	20	21	22

DECEMBER

Monday	Tuesday	Wednesday	Thursday	Friday
2	3	4	5	6 9:30AM LILRC HLSP Annual Meeting

SEPTEMBER/OCTOBER

Wednesday, September 18th

Grant Writing Session

Sachem Public Library

9:30AM-12:30PM

This grant writing session is for a non-government audience and introduces participants to the basic components of writing a successful grant under the Documentary Heritage Program of the New York State Archives. The session would be of interest to those working in a not-for-profit archives, civic association, historical society, library, museum or similar institution within the State of New York. If your organization is planning to submit a grant to the New York State Archives-Documentary Heritage Program, attendance at this workshop is most essential.

Presenter: Antonia Mattheou, Archivist-Huntington Town Clerk's Office

FEE: \$25 Member; \$80 Nonmember; \$20 Retired Member/Student/Unemployed; \$5 CEU Certificate (additional)

Friday, September 20th

Suffolk County Legislative Breakfast

Bay Shore-Brightwaters Public Library

8:30AM

FEE: No Fee

Friday, October 4th

Nassau County Legislative Breakfast

Farmingdale Public Library

8:30AM

FEE: No Fee

Friday, October 4th

18th Annual Archives Month Conference:

People of Long Island

Caryle on the Green, Bethpage State Park

9AM-1PM

FEE: \$30 All; \$20 Senior/Student/Unemployed

OCTOBER

Wednesday, October 9th

Digital Media Labs 101

Merrick Library

10AM-12:30PM

This talk explores the new wave of creative spaces appearing in public libraries all over the United States and explains why libraries have an essential role in digital media creation. The instructor will share his insights on how to sell the concept of a Digital Media Lab, set up a space, and offer programs and services that maintain public interest over time. If you build it, they will come!

Digital Media Labs are specialized creative spaces devoted to the creation of multimedia content. Offering a range of hardware and software tools for video, audio and graphic design, these spaces position libraries as incubators for creativity and archives for user-generated content.

Presenter: Mikael 'Mick' Jacobsen, Supervisor of Adult Computer Labs, Librarian, Skokie Public Library

FEE: \$35 Member; \$110 Nonmember; \$30 Retired Member/Student/Unemployed; \$5 CEU Certificate (additional)

Tuesday, October 15th

Basics of Archives I

Harborfields Public Library

9:30AM-2:30PM

This workshop is designed for people who work or volunteer in organizations that deal with the past. Workshop participants will be introduced to basic archival principles and practices so they can collect, protect, and help people use the historical treasures in their care.

Presenter: Antonia Mattheou, Archivist-Huntington Town Clerk's Office

FEE: \$35 Member; \$90 Nonmember; \$30 Retired Member/Student/Unemployed; \$5 CEU Certificate (additional)

SAVE THE DATES

LILRC 22nd Annual Conference on Libraries and the Future

COMMUNITY BY DESIGN: INNOVATION & TRANSFORMATION

Thursday, October 24, 2013, 5:30PM

Friday, October 25, 2013, 8:30AM

Dowling College, Fortunoff Hall, Oakdale, NY



Conference speakers (left to right): Joe Raiola, Senior Editor, Mad Magazine; Bill Brewer, Director of Client Relations, Designed Learning; Jeff Goldenson, Librarian, Harvard Library Innovation Lab; Margaux DelGuidice and Rose Luna, Teacher Librarians & 2013 *Library Journal* Movers & Shakers.

SESSION	EARLY BIRD By 9/23/13	REGULAR 9/24/13 & After	ONSITE
Thursday & Friday - Full conference package*	\$135	\$165	\$190
Thursday night dinner only	\$45	\$75	\$110
Friday session only	\$110	\$130	\$165

First time attendees—10% discount

* Contact LILRC for special student rates

Visit <http://www.lilrc.org/> for registration information.

OCTOBER/NOVEMBER

Friday, October 18th

Layers of History-Digitization of Maps and the Study of Historical Places

Farmingdale Public Library

Time: 9:30AM-1PM

Matt will discuss the grant funded project at the New York Public Library where once a map or series of maps like an atlas have been georectified by the library, they make it possible to trace the map's features, its points, lines and polygons, and encourage users to input attribute data that relates to those features. The issue of preservation of digitized maps will also be discussed.

Presenter: Matthew Knutzen, the Geospatial Librarian in the Lionel Pincus and Princess Firyal Map Division at the New York Public Library.

FEE: \$35 Member; \$110 Nonmember; \$20 Retired Member/ Student/Unemployed; \$5 CEU Certificate (additional)

Friday, November 1st

Drupal Bootcamp for Beginners

Farmingdale State College, Greenley Library

10AM-4:30PM

This course teaches fundamental principles of the Drupal content management system and provides an overview of dynamic, database-driven web technologies. It offers fundamental knowledge of Drupal features, modules, themes and configuration. The course culminates with a case study, the creation of a Drupal site and the practical aspects of getting it online with a commercial web hosting service. It assumes no prior knowledge in these areas. Basic knowledge of common PC (Windows or Mac) skills such as copying and editing files, and Operating System navigation is required.

Presenter: Alvar Astigarraga, Computer Specialist IV, NYC Transit Authority

Maximum number of attendees: 28

FEE: \$35 Member; \$90 Nonmember; \$30 Retired Member/ Student/Unemployed; \$5 CEU Certificate (additional)

NOVEMBER/DECEMBER

Tuesday, November 12th

**Serving Up Downloads: Best Practices in eReading Customer Service
Brentwood Public Library**

10AM-12PM

As the popularity of electronic books rises, so does a new demand on libraries: helping patrons with ereaders. Meeting this need can be complicated. Devices come in many shapes, sizes, and brands: Kindles, Nooks, tablets, smart phones, etc. All of which have several variations that involve different means of downloading content. Join us as Katy Dillman shares best practices in ereader customer service, and learn how to empower patrons to master their devices. Come prepared to discuss your experiences, goals, and ideas as we workshop strategies for making your ereader customer service experiences less frustrating and more rewarding.

Presenter: Katy Dillman, Reference and Information Services Librarian at the James Blackstone Memorial Library

**FEE: \$35 Member; \$110 Nonmember; \$30 Retired Member/
Student/Unemployed; \$5 CEU Certificate (additional)**

Tuesday, November 19th

LILRC Annual Membership Meeting

Carlyle on the Green, Bethpage State Park

9AM

Presenter: Helene Blowers, WorldShare Management Services Community Manager, OCLC

**FEE: \$25 for Breakfast Meeting; No Fee for Business Meeting
Only**

Friday, December 6th

**LILRC Hospital Library Services Program (HLSP) Annual
Meeting**

9:30AM

Please note that program dates, times, and locations listed in this brochure are subject to change. Please refer to the LILRC Continuing Education Calendar online for the most up-to-date information at:
http://www.lilrc.org/calendars/cont_edcalendar.php

REGISTRATION FORM

REGISTRANT INFORMATION

NAME: _____

INSTITUTION: _____

ADDRESS: _____

PHONE: _____ FAX: _____

EMAIL: _____

WORKSHOP INFORMATION

WORKSHOP NAME(S): _____

DATE(S): _____

PAYMENT: Check Money Order **TOTAL: \$** _____

ARE YOU REQUESTING A CEU CERTIFICATE(S): Yes No

PLEASE CHECK ALL BOXES THAT APPLY:

Member

Nonmember

Student

Retired Member/Student/Unemployed

All registrations and payments are due one week before the event.

RETURN COMPLETED FORM TO:

LILRC/CE

627 N. Sunrise Service Rd.

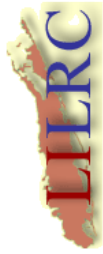
Bellport, NY 11713

(P) 631-675-1570 Ext.207

(F) 631-675-1573

Email: training@lilrc.org

Cancellation Policy: Please notify LILRC at least three (3) full business days prior to a scheduled workshop to be eligible for a full refund. No refunds or credits can be given after this deadline. If you are unable to attend a workshop, you may choose to send another person in your place without penalty. Refunds cannot be made for no shows. Please contact LILRC at (631) 675-1570 Ext.207 with questions/concerns.



Long Island Library Resources Council
627 N. Sunrise Service Rd.
Bellport, NY 11713

Visit us on the web at: www.lilrc.org