

The Institute for Federal Library Technicians



Photo: Carol Highsmith

Designed for both the newer and the seasoned library technician, this week-long institute will provide a broad overview of federal library work. The program will open with a dynamic keynote presentation on professionalism and the federal library technician and will continue with presentations by noted experts and by federal library staff members. The week will also include subject-oriented tours of selected areas of the Library of Congress.

Date

Monday, July 24 , 2006 – Friday, July 28, 2006

Time

9:00 a.m. - 4:00 p.m. (Registration begins at 8:30 a.m. There is no entry to the Library of Congress prior to 8:30 a.m.)

Place

Mumford Room, 6th Floor, Madison Building, The Library of Congress, 101 Independence Avenue, S.E., Washington, DC. For directions to the Library of Congress, visit

<http://www.loc.gov/loc/visit/directions.html>

Metro

Capitol South (Orange and Blue Lines)

Sponsor

FLICC Education Working Group

Information

Call FLICC at (202) 707-4800; TTY (202) 707-4995

Registration

\$385 (charge to FEDLINK Training Account/FT) \$410 (for all other transactions)

To register online, visit the FLICC Educational Programs Web site at <http://www.loc.gov/flicc/feveform.htm>.

Request ADA Accommodations five business days in advance at (202) 707-6362 TTY or ada@loc.gov.

Cancellations

Cancellations must be called into the FLICC office (202-707-4813) 48 hours prior to the start of an educational program or the full fee will be charged.

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4/24/06

Register online at <http://www.loc.gov/flicc/feveform.html>.

Name _____ Title _____

Organization _____

Address _____

City, State, Zip _____

Phone () _____ Fax () _____ Email _____

Payment Method:

Bill the \$385 registration fee to my agency's FEDLINK Education/Training (FT) account. To establish an FT account or add funds to an existing account, contact the FEDLINK Fiscal Hotline at 202-707-4900.

FEDLINK ID _____ OCLC Symbol _____

Attached is a standard government training form (e.g. SF182 or DD1556) or other billable document for the registration fee of \$410. The Library of Congress will bill my agency based on this document. Originals of these forms must be submitted onsite at registration.

Charge the \$410 registration fee to my agency's government credit card. (Do not include the account number; FEDLINK will contact the credit card holder listed below.)

CARD HOLDER _____ PHONE _____

Registrations are not complete until your FT account balance has been verified or other appropriate documentation is received.

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Agenda

Monday, July 24

- AM Welcome and Introduction
Keynote: *Roberta I. Shaffer, Executive Director, Federal Library and Information Center Committee (FLICC), Library of Congress (LC)*
History of the Book
- PM Government Funding (How to Use FEDLINK)
The World Wide Web
Integrated Library Systems

Tuesday, July 25

- AM Acquisitions/ Collection Development
Serials
Preservation
- PM Digitizing and Archiving
Cataloging Concepts

Wednesday, July 26

- AM Resource Sharing and Document Delivery
Circulation and Patron Services
Copyright and Fair Use
- PM Library of Congress Tours to:
Cataloging, Congressional Research Service, Copyright, Law Library, Science and Technology, Serial and Government Publications, Geography and Map, and the Main Reading Room

Thursday, July 27

- AM Reference Process/Reference Sources
- PM Online Services
Government Documents
Virtual Reference

Friday, July 28

- AM Customer Services
The Virtual Library
- PM Personnel Issues and Career Development
Professional Associations
-ALA, DCLA, SLA
FLICC Library Technician of the Year Award
Certificates/Conclusion

Hotel accommodations are available at the Capitol Hill Suites conveniently located across the street from the Library of Congress, at 200 C Street, SE, Washington, DC 20003. To make reservations, call Marcus Smith at 202-543-6000 and request a reservation for the "Federal Library Technicians Institute" rooms. The room cost is \$145/night (single occupancy) and \$165/night (double occupancy).