

Library-Wide IT Proficiency Workshop
New England Library Association
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Providence, RI
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With IT underpinning most organizational tasks and responsibilities, this workshop is appropriate for all Library staff.

Workshop Abstract: Most, if not all, organizational tasks and projects require a solid knowledge of information technology and mastery of an associated skill set. Required knowledge and skills run the spectrum from basic desktop use to database and web development. Coupled with the daily changes and multitude of technology innovations, all library employees need to have information available to them that can enhance overall library operations as well as routine business tasks. An IT department must be able to assist in maintaining a Library-wide level of competence and confidence not only in using current IT resources, but also in learning new ways of working smarter.

This workshop begins with the basic elements of end user education to promote departmental self-sufficiency and moves on to the higher level of assisting librarians with cutting edge technology awareness and use. Participants will receive tools, techniques and many ideas on ways to increase the IT proficiency of all library staff. Key components include understanding end user needs, technology competency, effective intranets and cross-divisional self sufficiency programs

Workshop Outline:

Part I: Proficiency, IT Staff and End Users

- IT Proficiency
- IT Staff
- Know Your End Users
 - Generations
 - Good, Bad, and the Ugly

Part II: Roadmap to Creating an IT-Savvy Library Staff

- Developing Core Competencies
- Incentives to Learn
- IT Liaison Program and Centralized Help
- IT Primer
- Training Options
- FAQs
- Intranet
- Tech Tips/Showcase

Presenters are:

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Biographies:

Gary McCone is the Associate Director, Information Systems at the National Agricultural Library with administrative and management responsibility for the development and maintenance of computer and network systems, implementation of national standards in information technology, quality assurance for NAL databases, and information security and privacy. Gary earned both a B.A. and an M.A. in Asian Studies and an M.L.S. in Library Science all from the University of Arizona. He is active in the National Information Standards Organization (NISO), the American Library Association, and in the improvement of libraries at Native American Tribal Colleges and Universities. He has significant experience in providing consultation for establishment of libraries in developing countries. Gary speaks extensively on the application of new technology to information management at national and international conferences. He has also taught in the area of information technology and management, communications formats, and metadata for over two decades.

Grace Sines is the Deputy Associate Director for Information Technology at the National Agricultural Library. She has over 20 years of experience in managing information technology services, has authored numerous policies and procedures for the Federal government concerning the implementation and operation of information systems, and has developed and taught Project Management classes. Grace has a BS in Management and Technology from the University of Maryland, a Project Management Professional Certification from the Project Management Institute, and is registered with the Georgia Supreme Court to serve in conflict resolution.