

## ON THE ROAD .....

Finding it difficult to come to workshops? Give us a call and we'll bring these workshops to your library! Just contact the person listed and set up a convenient date and time.

You bring the staff. We'll do the rest!

Don't see what you need? Give us a call! (508)757-4110

### Basic Audio Production for Podcasting

Want to create a podcast? Where do you start? What do you do next? You record. You edit. Maybe add some background music. Using the free Audacity application, CMRLS Technical Specialist Rick Levine will provide a hands-on introduction to the basics of audio production, including recording, post-recording "clean-up" and processing, editing, and saving in multiple formats. Contact him at [rlevine@cmrls.org](mailto:rlevine@cmrls.org) to set up a date and time at your library.

### Behind the Bibliographic Record

What is the logic, the thought process, behind a MARC record? What rules were used? Why? This workshop dissects the bibliographic record and explains how a cataloger creates one from scratch. It is intended for copy catalogers and anyone wanting a brief review of cataloging rules. If you would like Dodie Gaudet to offer this workshop at your library, contact her at [dgaudet@cmrls.org](mailto:dgaudet@cmrls.org)

### Customer Service

Stress abounds! Is it affecting customer service at your library? Does staff need a refresher on what good customer service really means? If so, contact Margaret Cardello at [mcardello@cmrls.org](mailto:mcardello@cmrls.org) to schedule a workshop.

### Database Overview

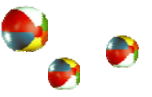
Databases are much better than Google for finding the best information. Why? Because you don't have to wade through junk to find the treasure. As CMRLS members you have access to over 25 databases! Want to know more? Contact Margaret Cardello at [mcardello@cmrls.org](mailto:mcardello@cmrls.org) to schedule a workshop.

### Dublin Core

Dublin Core (DC) is a metadata standard for describing digital objects. It is similar to AACR2/MARC, but simpler. DC is most often used for digital repositories such as the Digital Treasures and Digital Commonwealth projects. If you are participating in any digitization project and would like Dodie Gaudet to offer this workshop to your staff, contact her at [dgaudet@cmrls.org](mailto:dgaudet@cmrls.org).

### Fun with Facebook

The "population" of users on Facebook is growing every day, and if it were a country of its own, it would be the sixth-largest in the world. Stake your claim! Create a profile, interact with others, and learn how to create a Facebook page for your library so you can reach out to your patrons who already "live" on Facebook. Contact Maureen Ambrosino at [mambrosino@cmrls.org](mailto:mambrosino@cmrls.org) to schedule a session at your library.



### **Gaming at Your Library**

Have you ever wanted to hold a video game night at your library, but didn't know how to set up a console? Want to try your hand at some of our video games with your staff? Unleash your inner Guitar Hero, be the Rock Band drummer you always wanted to be, or try your hand at bowling, tennis or boxing on the Wii! Contact Maureen Ambrosino at [mambrosino@cmrls.org](mailto:mambrosino@cmrls.org) to schedule a session at your library.



### **Microsoft Office**

Want to learn more about Microsoft Word, Access, Excel or Powerpoint in the comfort of your own library? Rick Levine will work with your staff on any of these applications. Contact him at [rlevine@cmrls.org](mailto:rlevine@cmrls.org) to schedule a workshop at your library.

### **Number, Please! Dewey Decimal Classification**

What started as a slim book in 1876, has grown to 4 volumes and can sometimes be confusing to navigate. Learn more about Melvil Dewey and his revolutionary idea in this workshop which covers the basics and uses the tables to build classification numbers. Contact Dodie Gaudet at [dgaudet@cmrls.org](mailto:dgaudet@cmrls.org) to schedule a session at your library.

### **Read Along With MARC**

Indicators confuse me / Delimiters get me down / Tags do not amuse me / MARC makes me want to frown! This workshop will unlock the mysteries of MARC format and make you smile, too. Recommended for library staff who search in an on-line catalog (e.g. C/W MARS) or enter data onto a catalog (e.g. Follett). If you are interested in learning what all those codes mean, contact Dodie Gaudet at [dgaudet@cmrls.org](mailto:dgaudet@cmrls.org) to schedule a session at your library.

### **ReadsinMA Advanced Features**

Now that you have your summer reading program up and running through [ReadsinMA.org](http://ReadsinMA.org), are you ready for some advanced features? Find out how to make your program bilingual, import programs from other users, show your EventKeeper calendar on your [ReadsinMA](http://ReadsinMA.org) page, and much more! Contact Maureen Ambrosino at [mambrosino@cmrls.org](mailto:mambrosino@cmrls.org) to schedule a session at your library.

### **Weeding**

Isn't it about time that you weeded your collection? Do you need help getting started? If the answer is yes, contact Margaret Cardello at [mcardello@cmrls.org](mailto:mcardello@cmrls.org) so she can review weeding basics with you and other staff and get you started!

### **You Can Get There From Here: Connecting to the Online Databases**

Having trouble connecting to the databases? Want to know more so you can better help your patrons connect from home? CMRLS Technical Specialist Rick Levine will come to your library and discuss the technical aspects of providing access to the online databases. He will provide methods and strategies to ensure that patrons and staff can easily find the information they need. Topics include:

- Authenticating users in the library or from home and office
- Browser considerations (cookies, privacy and security)
- Creating and customizing links for desktops, browsers and web pages
- Troubleshooting common problems

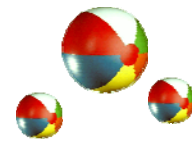


Contact him at [rlevine@cmrls.org](mailto:rlevine@cmrls.org) to set up a date and time.



To register, go to [www.cmrls.org](http://www.cmrls.org) and click on the Continuing Education Classes link.  
Also check out our newly revised continuing education policy.

## Online Continuing Education: At your Convenience



What would you like to learn this summer? If it has anything to do with libraries or technology, why not try a Webjunction course at your convenience? Go to [www.webjunction.org/catalog](http://www.webjunction.org/catalog) to check out what they have to offer.

Courses cover these broad subject areas:

- Application Software
- Customer Service & Interpersonal Skills
- Library Management
- Library Services
- Networking & Security
- Operating and Automation Systems
- Organizational Management
- Personnel Management
- Technology (general)
- Web Design and Development



Courses are free to staff at member libraries, but are limited to three courses per year for each individual. Before you register contact Dodie Gaudet at [dgaudet@cmrls.org](mailto:dgaudet@cmrls.org) for the secret CMRLS coupon code that will allow you to register for free.

## Other Workshops.....

### Public Relations



#### On the Record: Tips for Successful Media Interaction

Thursday, June 11

10:00 a.m. - 12:30 p.m.

CMRLS Meeting Room

For many of us, interactions with the media can be stressful. We'll talk about the do's and don'ts of working with reporters. We'll also learn strategies that will help turn your next interaction with a reporter into an opportunity to promote your library and the services you offer. You'll come away from the workshop with the tools you need to ensure that anytime you're speaking with reporters, you're not just answering their questions; you're getting your message out. Celeste Bruno, Communications Specialist, Massachusetts Board of Library Commissioners, is the workshop leader.

### Local History

#### Local History & Genealogy Roundtable

Monday, June 22

10:00 a.m. - 12:00 p.m.

Old Sturbridge Village  
Library & Collections Bldg.

It's time for the semi-annual meeting of all those interested in Local History and Genealogy. Here's your chance to share problems, successes, interests, needs and whatever else you can think of. It's also an opportunity to see what goes on at the Library of Old Sturbridge Village.

### Children's Services

#### CMRLS & NMRLS Present: The Moon at Your Fingertips

Wednesday, June 17

1:00 - 4:00 p.m.

Tewksbury Public Library

- Note: This is a joint program with the Northeast Massachusetts Regional Library System. As NASA Returns to the Moon, you can bring an actual piece of the moon to your summer programming through a free training opportunity provided by NASA Education and the Aerospace Education Services Project (AESP).



Completion of this 3 hour workshop will certify you to borrow educational disks from NASA that contain samples of the lunar materials collected by the Apollo astronauts. The workshop will include a historical perspective on the Apollo era of exploration and simple, inexpensive activities that will reinforce MA grade 3-5 standards for Earth-Moon Relationships. There will be time set aside specifically for brainstorming with your peers to develop your ideas for the related summer reading program.

Registration is through the NMRLS event calendar, at <http://tinyurl.com/p7ay6v>. Directions to the Tewksbury Public Library can be found on the NMRLS calendar.

**Let's Cook! Let's Eat! Cooking with Kids in the Library (Even Without a Kitchen!)**

Tuesday, July 28

1:30 - 3:30 p.m.

Bellingham Public Library

Even if your library isn't equipped with a kitchen, cooking with children can be a fun and exciting way to encourage them to read. Try some different recipes that are easy to use and check out websites that can be accessed for recipes. We will be making – and sampling -- a few recipes for different age groups. This is not a repeat of last year's popular session; it is an extension of that workshop, and will feature Main Course recipes. Issues like food allergies, cost, and prep time will be covered as well. Nina Hunt, Head of Youth Services at the Bellingham Public Library, will lead this interactive (and delicious) workshop.



**Video Game Collection Development: Policies, Procedures and Core Collections**

**Core Collections: Accessing and Circulating Video Games at the Library**

Thursday, July 23

9:30 a.m. - 12:30 p.m.

CMRLS Meeting Room

1:30 - 3:30 p.m.

Lunenburg Public Library

The average age of the gamer is 35 and rising, 97% of teens play games online, and 25% of people over 50 are playing. How is your library supporting the needs of gamers in your community? Circulating video game collections may be a place to start!

- ideal for the novice or expert, participants will discuss key questions to ask in creating a video game collection development policy and circulation policy
- discover online and print selection resources for physical video game collections
- identify criteria for selecting video games with high replayability and hear "booktalks" for video games that are ideal for starter collections.

Participants already circulating games are invited to bring collection development or circulation policies and/or copies of cataloged games to share technical processing practices. We'll also briefly cover in-house circulation models including digital downloads for Wii, PS3 and Xbox 360 (titles to buy and store on your in-house console) subscription models for library computers, and circulating handheld gaming devices in the library.

Beth Gallaway, author of *Game On! Gaming at the Library* (Neal Schuman, 2009) is convinced that playing Hangman on her cousin's Atari when she was five helped her learn to read and spell. She was named a Library Journal Mover & Shaker in 2006 for her work in advocating for video games in libraries. She is an independent library trainer/consultant specializing in gaming, technology, and youth services, and is a YALSA certified Serving the Underserved (SUS) trainer.



To register, go to [www.cmrls.org](http://www.cmrls.org) and click on the Continuing Education Classes link. Also check out our newly revised continuing education policy.