

PowerPoint 2007 Skill Building Series #2

This full-day course, PowerPoint 2007 - #2, will expand on the user's knowledge of the basics of PowerPoint 2007 #1, showing step-by-step, how to create sophisticated presentations using advanced features. Specially prepared exercises will help the participant learn to use the new tools quickly and confidently.

Who should attend?

Existing users of MS PowerPoint who want to use the more advanced features of this software package to create slides with greater impact.


About the presenter

This workshop is presented by a certified trainer from Training Options Training Center, Fort Myers, Florida. For more information, please go to www.trainingoptions.com

To register, click on Visit the CE Calendar after clicking on the link below

www.swfln.org/calendar.html

Date: Thursday March 4, 2010
 Time: 9:00 AM to 4:00 PM
 Place: Training Options—Fort Myers

Facebook for Librarians: Connect With Your Customers

With more than 90 million active users, it is the 4th most trafficked site on the Web. Demographically, more than half of Facebook users are outside of college and the fastest growing demographic is those 25 years old and older. Your library customers -- and your potential customers -- are living on Facebook!

Attend this workshop and learn how create a Facebook presence for your library and use that presence to effectively engage your customers.

After attending this class, students will be able to:

- * Manage their library's Facebook presence
- * Use updates to communicate with their customers
- * Configure privacy options--and explain how to do so to customers.
- * Use Facebook Notes to share websites and other items of interest with customers.

* Find and install Facebook applications
 By the end of this class you will have a Facebook page for you or your library!

Prerequisites

Before attending this class, please register for an account on Facebook by following the Signing Up section at:

www.web2learning.net/facebook-101

The presenter

The presenter is Nicole Engard.

To register, click on Visit the CE Calendar after clicking on the link below.

www.swfln.org/calendar.html

Date: Thursday March 11, 2010
 Time: 10:00 AM to 3:30 PM
 Place: South County Regional Library
 Lee County Library System
 Estero, Florida

Information Literacy Education - A National Overview (ONLINE)

When President Barack Obama declared October 2009 as National Information Literacy Awareness Month, Information Literacy received national attention. The declaration stated: "In addition to the basic skills of reading, writing, and arithmetic, it is equally important that our students are given the tools required to take advantage of the information available to them." He asked "people of the United States to recognize the important role that information plays in our daily lives, and appreciate the need for a greater understanding of its impact."

You will receive an email from Sandy Nelson about 4 days prior to the online workshop, with directions for connection.

The Presenters

Lisa Stock, Jean Donham, Dane Ward

To register, click on Visit the CE Calendar after clicking on the link below.

www.swfln.org/calendar.html

Date: Friday March 12, 2010
 Time: 12:00 Noon to 1:30 PM

AACR & MARC for Video Recordings (2 days)

This two-day workshop presented by The MARC of Quality will step through the process used to properly catalog video recordings for libraries. This workshop covers the special fields needed for description and access for videos (including video DVDs). As in Book Blitz I, we cover the 'Core Cataloging Skills':

- * How to describe a video in enough detail for your user's needs

- * How to assign useful search terms, such as featured cast, production companies, etc. (not subject headings)

- * How to choose the correct MARC coding for a video record

- * How to decide whether or not copied records truly match your items

Handouts with examples and worksheets will be provided.

Recommended prerequisites:

Book Blitz I

Who should attend?

Intermediate catalogers, and experienced catalogers needing training in this area.

The presenter

Kathy Nystrom, from The MARC of Quality

To register, click on Visit the CE Calendar after clicking on the link below.

www.swfln.org/calendar.html

Date: Monday & Tuesday March 15 & 16, 2010

Time: 9:00 AM to 4:00 PM

Place: Edison State College

Rush Library J-204

An Uncommon Commons: Applying the Commons Concept to Your Library

How can the library work with IT and other potential partners to build a vibrant and successful learning space? Learn more about the information/learning commons—what it is and why you might want to develop one—as well as how to apply the concept to your library space, regardless of library type. The head of the Information Commons at the University of Kentucky will discuss commons implementation from planning and design to publicity and assessment. The workshop will also include a discussion of the next evolution of the commons, the scholarly/research commons.

Who should attend?

Those interested in this topic who want to help move their library forward with new ideas,

using technology for research and learning.

About the presenter

Stacey Greenwell is Head of the Information Commons (the Hub) at the University of Kentucky. She writes about information commons, library, and technology issues on The Uncommon Commons blog.

To register, click on Visit the CE Calendar after clicking on the link below.

www.swfln.org/calendar.html

Date: Thursday March 18, 2010

Time: 9:00 AM to 4:00 PM

Place: Florida Gulf Coast University

Library Computer Lab, 4th floor, room 438

Using and Linking Florida Electronic Library (FEL) Resources With YA's

The Florida Electronic Library (FEL) is an online resource (www.flelibrary.org) administered by the Florida Division of Library and Information Services. The web portal provides research assistance to all citizens of Florida with a valid Florida public library card.

This workshop will focus on using and linking the Florida Electronic Library with other online networking such as FACEBOOK to promote YA use. The instructor will discuss how this resource could be incorporated into a summer event for YA's.

Who should attend?

People who work with YA's and those

planning summer events for YA's.

The presenter

Stacey Knibloe is a Training Consultant for Gale/Cengage.

To register, click on Visit the CE Calendar after clicking on the link below.

www.swfln.org/calendar.html

Date: Tuesday March 23, 2010

Time: 9:00 AM to 12:00 Noon

Repeat morning workshop 1:30 - 4:30 PM

Place: South County Regional Library

Lee County Library System

Esteros, Florida

Cyber Safety Tips and Tools for Children and YA's

This hour and a half workshop will provide children and YA librarians a website, downloadable items, and tips on internet safety. This information could easily be a part of the summer reading program offered for children and teens.

Who should attend?

People who work with children and teens in the library.

The presenter

Cindy Marlow

To register, click on Visit the CE Calendar after clicking on the link below

www.swfln.org/calendar.html

Date: Wednesday March 31, 2010

Time: 10:00 AM to 11:30 AM

Place: Rasmussen College
9160 Forum Corporate Parkway
Fort Myers, FL 33905



Learn about this "cool" website for children, teens, and adults to help keep everyone safe in cyber space. This site was created by the National Center for Missing and Exploited Children

www.netsmartz.org/index.aspx

Cyber Safety Tips and Tools for Parents and Other Adults

This hour and a half workshop will provide librarians a website, downloadable items, and tips on internet safety when assisting parents and other adults.

Who should attend?

People who work assist adults in the library and those who offer parent workshops.

The presenter

Cindy Marlow

To register, click on Visit the CE Calendar after clicking on the link below.

www.swfln.org/calendar.html

Date: Wednesday March 31, 2010

Time: 1:00 PM to 2:30 PM

Place: Rasmussen College
9160 Forum Corporate Parkway
Fort Myers, FL 33905

Please Note:

There is a Florida Statute (Title XVIII Chapter 257 section 12.3) that will be going into effect this Spring that involves giving "extra" points to the Library Services and Technology Act (LSTA) grant applications of public libraries that have instituted an Internet Safety Education Program.

Basically, if a public library institutes an Internet Safety Education Program that reaches 1% of their registered borrowers during the year, they'll get 10% additional points on their LSTA grant application evaluation – since the evaluation is 100 points, they'd get another 10 points. The rule goes into effect after the due date for this year's LSTA grant cycle, so the first year the points will count will be 2011.

Libraries interested in writing LSTA grants for 2011 and beyond may wish to send someone to attend this Cyber Safety workshop and take back the information to begin implementing an Internet Safety Education Program.