

# **FREE DOWNLOAD EDUCATIONAL PROGRAMS INNOVATIVE PRACTICES FOR ARCHIVES AND SPECIAL COLLECTIONS**

**Glenn Doyle**

## **Educational Programs Innovative Practices For Archives And Special Collections Introduction**

### **Educational Programs**

Educational Programs: Innovative Practices for Archives and Special Collections explores how archivists and special collections librarians in organizations of different sizes and types have approached the challenges in creating effective educational programs to prepare the next generation of researchers and advocates for archives.

### **Outreach**

Outreach: Innovative Practices for Archives and Special Collections explores how archives of different sizes and types are reaching out to new potential users and increasing awareness of programs and collections. The book features twelve case studies that demonstrate ideas that can be transferred into many other settings. Some of the practices described in the case studies rely primarily on technology and the Web to interact with the public, while others are centered on face-to-face activities. This volume will be useful to those working in archives and special collections as well as other cultural heritage organizations, and provides ideas ranging from those that require long-term planning and coordination to those that could be immediately implemented. It also provides students and educators in archives, library, and public history graduate programs a resource for understanding the variety of ways people conduct outreach in the field today and the kinds of strategies archivists are using to attract new users to collections.

### **Reference and Access**

Reference and Access: Innovative Practices for Archives and Special Collections explores how archives of different sizes and types are increasing their effectiveness in serving the public and meeting internal needs. The book features twelve case studies that demonstrate new ways to interact with users to answer their questions, provide access to materials, support patrons in the research room, and manage reference and access processes. The featured case studies are Building Bridges: Closing the Divide between Minimally Processed Collections and Researchers Managing Risk with a Virtual Reading Room: Two Born-Digital Projects Improvements on a Shoestring: Changing Reference Systems and Processes Twenty-First Century Security in a Twentieth-Century Space: Reviewing, Revising and Implementing New Security Practices in the Reading Room Talking in the Night: Exploring Webchats to Serve New Audiences A Small Shop Meets a Big Challenge: Finding Creative Ways to Assist the Researchers of the Breath of Life Archival Institute for Indigenous Languages The Right Tool at the Right Time: Implementing Responsive Reproduction Policies and Procedures Going Mobile: Using iPads to Improve the Reading Room Experience Beyond "Trial by Fire": Towards A More Active Approach to Training New Reference Staff Access for All: Making Your Archives Website Accessible for People with Disabilities No Ship of Fools: A Digital Humanities

Collaboration to Enhance Access to Special Collections Websites as a Digital Extension of Reference: Creating a Reference and IT Partnership for Web Usability Studies Each of these case studies deconstructs reference and access services into their essential elements: interacting with people who have questions, providing access to materials that meet researcher needs, assisting researchers as they use materials, and managing the processes needed to support reference and access. The volume will be useful to those working in archives and special collections as well as other cultural heritage organizations, and provides ideas ranging from the aspirational to the immediately implementable. It also provides students and educators in archives, library, and public history graduate programs a resource for understanding the issues driving change in the field today and the kinds of strategies archivists are using to meet these new challenges.

## **Description**

Description: *Innovative Practices for Archives and Special Collections* explores how archives of different sizes and types can enhance the accessibility of their holdings. The book uses eleven case studies to demonstrate innovative ideas that could be transferred into many other settings. Readers can use these as models, sources of inspiration, or starting points for new discussions. The volume will be useful to those working in archives and special collections as well as other cultural heritage organizations, and provides ideas ranging from those that require long-term planning and coordination to ones that could be immediately implemented. It also provides students and educators in archives, library, and public history graduate programs a resource for understanding the variety of ways materials are being described in the field today and the kinds of strategies archivists are using to ensure collections can be found by the people who want to use them.

## **Management**

Management: *Innovative Practices for Archives and Special Collections* explores the kinds of challenges that managers of archival programs face today and how those challenges can be met to achieve optimal results while working within existing resources. The book features thirteen case studies that demonstrate solutions to both traditional management concerns as well as new issues and opportunities presented by changes in technology and organizational environments. This book will help professionals build stronger archival programs by making effective use of people, technology, and resources while working within organizational requirements and constraints.

## **Appraisal and Acquisition**

Appraisal and Acquisition: *Innovative Practices for Archives and Special Collections* explores how archivists and special collections librarians in organizations of different sizes and types have approached the challenges of collection, as well as exploring opportunities to acquire new kinds of materials and conduct thoughtful reappraisal.

## **The Special Collections Handbook**

This comprehensive and no-nonsense guide to working with special collections and rare books is an essential day-to-day companion. Working with special collections can vary dramatically from preserving a single rare book to managing and digitizing vast mixed-media archives, yet the role of the information professional is always critical in tapping into the potential of these collections, protecting their legacy and bringing them to the attention of the wider public. This book offers up-to-date guidance which pulls together insights from best practice across the heritage sector to build innovative, co-operative and questioning mind-sets that will help them to cope in turbulent times. The Handbook covers all aspects of special collections work: preservation, developing collections, understanding objects, emergency planning, security, legal and ethical concerns, cataloguing, digitization, marketing, outreach, teaching, impact, advocacy and fundraising. New to this edition: coverage of new standards and concepts including unique and distinctive collections (UDCs),

The Leeds Typology, Archive Accreditation, PD 5454:2012 and PAS 197 discussion of the major changes to laws affecting special collections including UK copyright law relating to library/archive exception and orphan works and forthcoming changes to data protection in the EU exploration of new trends in research including the rise of digital humanities, open access, the impact agenda and the REF updates to the sections on marketing, audience development and fundraising to include social media, customer journey mapping and crowdsourcing and more consideration of impact and indicators, digitization and new skills frameworks from CILIP and RBMS. This is the essential practical guide for anyone working with special collections or rare books in libraries, archives, museums, galleries and other heritage organizations. It is also a useful introduction to special collections work for academics and students taking library and information courses.

## **Archival Basics**

This book is an introduction to the concepts, policies, infrastructure and tasks needed to collect, preserve and make archival collections available to researchers. The book provides the practical information necessary to manage archival collections for those who do not have a formal education in archival work.

## **Quick Hits for Teaching with Digital Humanities**

Quick Hits for Teaching with Digital Humanities: Successful Strategies from Award-Winning Teachers is an edited collection of 24 articles that aims to introduce faculty, administrators, and staff to ways in which digital techniques from the arts, humanities, and social sciences can be incorporated in the classroom. These techniques can enhance learning and professional development experiences for undergraduate and graduate students and faculty alike. This essential handbook illustrates the breadth of digital humanities across the disciplines with rich examples that bring best practices to life. Anyone who teaches at an institution of higher learning will find entry into new digital paradigms. As the authors share simple and complex ways to introduce digital humanities into the classroom, they expand understandings of what constitutes these current technologies for learning.

## **Promoting Preservation Awareness in Libraries**

No other book provides such a comprehensive approach to educating library customers and staff in the preservation of library materials. Over 35 case studies provide innovative programs and strategies for providing preservation education initiatives throughout the library. The various types of materials collected paired with the variety of patrons requires a full spectrum of approaches. Going on the assumption that much damage is caused by unknowing misuse, this professional reference gives academic, school, and public library staff as well as special collections staff, a solid approach for designing, implementing and evaluating formal and informal preservation educational programs. As collections deteriorate and library budgets shrink, the longevity of collections becomes an increasingly important issue. To minimize harm to collections, librarians need to emphasize the importance of preservation and proper handling. This professional reference explains how to create, implement and evaluate formal and informal preservation education programs in school, public, academic, and special collections. Chapters are written by contributors from a wide range of positions in librarianship and academia. Building on the assumption that most misuse is because of misunderstanding or lack of understanding, much attention is given to reaching all types of patrons and changing attitudes. Because preservation largely depends on the attitude of patrons, much attention is given to reaching all types of patrons. Informing adults to avoid misuse and teaching children to respect books and to handle them carefully are two different methods. Visual messages using posters, bookmarks, and signs to educate can help prevent damage. Library staff, on the other hand, benefit from training programs, which can effectively include tests and videos. Users of rare and archival materials can be informed through brochures, and one-on-one interaction with librarians. The volume includes over 35 illustrative case studies, and it concludes with an extensive bibliography and videography.

## **Developing and Maintaining Practical Archives**

Since its original publication Hunter's manual has been \"not only a rich and ready reference tool but also a practical resource for solving problems\" (Catholic Library World), and no text has served as a better overview of the field of archives. Newly revised and updated to more thoroughly address our increasingly digital world, including integration of digital records and audiovisual records into each chapter, it remains the clearest and most comprehensive guide to the discipline. Former editor of *American Archivist*, the journal of the Society of American Archivists (SAA), Hunter covers such keystone topics as a history of archives, including the roles of historical societies and local history collections in libraries; new sections on community archives, diversity, and inclusion; conducting a survey and starting an archival program; selection, appraisal, acquisition, accessioning, and deaccessioning; important points of copyright, privacy, and ethics; arrangement of archival collections, with a discussion of new theories; description, including DACS, EAD, and tools such as ArchivesSpace; access, reference, and outreach, with a look at how recent innovations in finding aids can help researchers; preservation, including guidance on how to handle rare books, maps, architectural records, and artifacts; digital records, addressing new and popular methods of storage and preservation of email, social media, image files, webpages, Word documents, spreadsheets, databases, and media files; disaster planning, security, and theft prevention; metrics, assessment, establishing employee procedures and policies, working with interns and volunteers, and other managerial duties; public relations and marketing, from social media and the Web to advocacy; and professional guidelines and codes, such as the newly developed SAA Statement of Core Values of Archivists. Providing in-depth coverage of both theory and practice, this manual is essential for archivists at all levels of experience and of all backgrounds.

## **New Directions for Special Collections**

Addressing the most exciting and challenging areas in the profession, this text will be invaluable to any professional looking ahead to the future of special collections and related cultural heritage work. Special collections today—from rare books and other specialized book collections to audio recordings and visual images—offer librarians limitless opportunities to showcase their skills in curating, preserving, and offering access to these resources to patrons. Drawing on innovative practices and enduring values to address challenges and opportunities in the broad realm of special collections librarianship, this book updates the notion of special collections to the wide range of materials, institutions, and contexts where they exist today. The contributed essays describe the various kinds of innovative projects and practices that are sought by IMLS and other funding agencies today and serve to illustrate how going beyond a traditionally limited idea of special collections opens doors to far more engaging opportunities. Spanning the converging worlds of academic and special libraries, rare book collections, archives, museums, and other cultural heritage institutions, this book will be useful to newcomers and seasoned professionals alike. The essays address the recurring themes of managing and welcoming change and the impact of digital technologies throughout the book, whether regarding new approaches to outreach and instruction, the acquisition and curation of non-traditional collections, new structures for discovery and access in a digital world, or the nature of special collections work now. Both experienced professionals and recent graduates from one of the booming archival studies programs will find this text invaluable in creating a successful career in special collections or cultural heritage curation today and in the near future.

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## **The Teaching with Primary Sources Cookbook**

This collection brings together the work of archivists, librarians, museum professionals, and other educators who evoke the power of primary sources to teach information literacy skills to a variety of audiences.

## **Teaching Undergraduates with Archives**

Teaching Undergraduates with Archives mirrors the evolving practice and academic research on primary sources in the classroom. The result of a national symposium at the University of Michigan in 2018, the volume features case studies, reflections, and forecasts concerning critical thinking, active learning, and archival evidence. The chapters describe collaborations between faculty, archivists, librarians, and students. Ideas behind new assignments and syllabi provide an immediate utility for those who teach with primary sources. Testimonies to the challenges and benefits of robust programs speak to the emerging prioritization of teaching and learning across disciplines with archives and special collections. "The contributions to this volume capture exceptionally well the passion and the creativity that archivists and special collections librarians who teach and do outreach with primary sources are bringing to their work in this increasingly important activity domain." -- Martha O'Hara Conway, Director, Special Collections Research Center, University of Michigan Library "As teaching with archival materials has moved to the foreground of the archival mission for many institutions, this timely, inspiring, and practical volume, which comes out of the multi-day symposium solely devoted to teaching undergraduates with archival materials, is a required reading for anyone who teaches with archival materials, or who would like to. It really captures the spirit and enthusiasm that these authors brought to that symposium." -- Josué Hurtado, Coordinator of Public Services & Outreach, Special Collections Research Center, Temple University Libraries "Reflecting the increasing priority of teaching in archives and special collections libraries, this book captures a variety of perspectives, insights, approaches, and prognostications that will enlighten, challenge, and inspire a growing community of practitioners." -- Bill Landis, Head of Public Services, Manuscripts and Archives, Yale University Library "Building on the momentum generated at the symposium, this book is a treasure trove for professionals in the field who are eager for innovative ideas regarding collaboration and experimentation in teaching with archival material." -- Elizabeth Williams-Clymer, Special Collections Librarian, Kenyon College

## **Well, What Came Next?**

An assemblage of blog posts from <http://archivesnext.com/> from 2007 through 2017.

## **Boosting the Knowledge Economy**

Boosting the Knowledge Economy: Learning Services in Educational, Cultural and Corporate Environments provides a fresh look at this key area, presenting a comprehensive, international and up-to-date overview of learning services, from basic concepts, to cutting-edge practices and guidance on developing learning programs. Chapters introduce knowledge economy and learning services, discuss learning services in the

context of different institutions, such as libraries and museums, explore principles and strategies on the implementation of learning services, and cover implications for the LIS profession. Presents a contemporary view on DRM and fair use for librarians in the context of contemporary technology Addresses file standards in relation to devices in libraries Demonstrates ways that librarians can support and engage students using emerging digital technologies Identifies low- or no-cost solutions available to assist librarians to fully engage with users through technology in the digital milieu

## **1000+ Tips for Life Inside and Outside the Academy**

This book is written to help readers with humanities backgrounds improve their academic research, tertiary-level teaching, professional service, and career trajectory. By utilizing 1,000+ Tips, readers can choose what skill they wish to improve by consulting a single page (for example, how to measure your impact factor). Or, with more time, readers can level up an entire area of their work by consulting one section (for example, how to promote your work). As 1,000+ Tips is designed to address the needs of readers at different points in their career, readers will be delighted to return to this concise and evergreen manual as their goals shift with their circumstances. The book learns graduate students and new faculty members to understand the basics of pedagogical practice, and to comprehend how to serve effectively on the committees that ran their departments, universities, and professional organizations. The work synthesizes empirical evidence, comprehensive literature reviews, and qualitative experience. Each chapter has a page-length overview of the subject. Each content chapter is divided into sections and each section populated by single page topics. The single page topic provides a summary and takeaways in bullet point format. Readers may be graduate students, early career faculty, independent scholars, postdoctoral fellows, lecturers, or in many other positions in or surrounding the university.

## **Archivists, Collectors, Dealers, and Replevin**

Today, governmental archivists and manuscript collectors—both private collectors and collecting repositories—are in conflict and competition for government documents that come out of private hands and onto the market. This book presents both sides of the issue and examines them dispassionately. It includes a historical review of institutional and state-sponsored collecting of documents, an evaluation of state and federal statutes on public documents in private hands, a careful look at the perspectives of the various parties involved in the conflict, and tales of theft and neglect as well as helpful case studies.

## **Library Collection Development for Professional Programs: Trends and Best Practices**

Collection development, the process used by librarians to choose items for a particular library or section of a library, can be time-consuming and difficult due to the many factors that must be taken into consideration. Library Collection Development for Professional Programs: Trends and Best Practices addresses the challenging task of collection development in modern academic libraries, which is largely learned on the job. This publication contains practical advice and innovative strategies essential for current collection development librarians and future librarians seeking guidance in this complex position.

## **Management And Leadership Innovations**

Vol. 38 of Advances in Librarianship focus on innovative leadership and management techniques e.g. selecting new team members, service design, mindful leadership, burnout causes and management, librarians as independent active public leaders and how libraries and other non-profit organizations can use UN's Agenda 21 to achieve sustainability.

## **Archives**

This new and extensively revised second edition offers an international perspective on archives management, providing authoritative guidance relevant to collections-based repositories and to organizations responsible for managing their own institutional archives. Written in clear language with lively examples, *Archives: Principles and practices* introduces core archival concepts, explains best-practice approaches and discusses the central activities that archivists need to know to ensure the documentary materials in their charge are cared for as effectively as possible. Topics addressed include: core archival principles and concepts, archival history and the evolution of archival theory, the nature and diversity of archival materials and institutions, the responsibilities and duties of the archivist, issues in the management of archival institutions, the challenges of balancing access and privacy in archival services, best practice principles and strategic approaches to central archival tasks such as acquisition, preservation, reference and access, detailed comparison of custodial, fonds-oriented approaches and post-custodial, functional approaches to arrangement and description. Discussion of digital archives is woven throughout the book, including consideration of the changing role of the archivist in the digital age. In recasting her book to address the impact of digital technologies on records and archives, Millar offers us an archival manual for the twenty-first century. This book will be essential reading for archival practitioners, archival studies students and professors, librarians, museum curators, local authorities, small governments, public libraries, community museums, corporations, associations and other agencies with archival responsibility.

## **Accentuate the Positive!**

Almost one hundred presentations from the 32nd annual Charleston Library Conference (held November 7-10, 2012) are included in this annual proceedings volume. Major themes of the meeting included alternative metrics for measuring impact, patron driven acquisition, Open Access monographs, the future of university presses, and techniques for minimising duplication and emphasising the unique in library collections. While the Charleston meeting remains a core one for acquisitions librarians in dialog with publishers and vendors, the breadth of coverage of this volume reflects the fact that this conference is now one of the major venues for leaders in the publishing and library communities to shape strategy and prepare for the future. Almost 1,500 delegates attended the 2012 meeting, ranging from the staff of small public library systems to the CEOs of major corporations. This fully indexed, copyedited volume provides a rich source for the latest evidence-based research and lessons from practice in a range of information science fields. The contributors are leaders in the library, publishing, and vendor communities.

## **How to Manage Processing in Archives and Special Collections**

All across the United States public library archivists and special collections librarians are experimenting with programs that raise public awareness of and promote engagement with special collections.

## **Archives Alive**

Intended to complement and expand on the Preservation Education Supplement prepared by the National Council and printed each October in the National Trust for Historic Preservation newsletter *Historic Preservation News*. Intended for students at the high school or undergraduate level who are looking for advanced training relating to the preservation and management of cultural resources and cultural heritage in the U. S. Figures and photos.

## **Directory of Cultural Resource Education Programs**

This directory provides information about training programs or education programs that last from six months to several years and promote cultural heritage of U.S. education. There are three sections in this directory. Section 1, "Discipline Definitions and Education Programs or Directories," defines the groups of related terms, identifies the schools or colleges that offer them, and refers the reader to additional directories or resources. Section 2, "State by State Program Descriptions," describes the schools or colleges in more detail

and includes a mailing address and the types of programs offered. Section 3, \"Additional Education Directories,\" provides greater detail on the additional directories and resources. This directory is intended for high school and undergraduate level students (and their counselors and advisors) seeking advanced training related to the preservation and management of cultural resources and cultural heritage. (EH)

## **Directory of Cultural Resource Education Programs at Colleges, Universities, Craft and Trade Schools in the United States**

To connect with and successfully serve the growing generation of native Web 2.0 users, archivists, and other professionals responsible for historical collections must learn how to accommodate their changing information needs and expectations. In this clearly written, jargon-free guide, Kate Theimer, highly regarded author of the prominent blog on archives and technology, demystifies essential Web 2.0 concepts, tools, and buzzwords, and provides a thorough introduction to the ways in which they offer new ways to interact with traditional audiences and attract new ones. Theimer reviews the fundamental principles of important Web 2.0 tools. She includes plentiful examples of how archives around the world have been successfully using each one, and provides step-by-step tips on what you need to do to implement it in your own institution. There is guidance to help readers assess their current Web presence and evaluate how Web 2.0 tools can fit into an overall outreach plan. Advice for integration and implementation spans the gamut of Web 2.0 tools, including: \* Blogs \* Podcasting \* Wikis \* Twitter \* Facebook \* Flickr \* YouTube \* Mashups \* Widgets Theimer also includes screenshots and checklists to further clarify each topic, as well as Sidebar Q&A's with organizations that have successfully utilized Web 2.0 tools, including the Library of Congress, Florida State Archives, Seattle Municipal Archives and many more. There are also suggestions for developing metrics to evaluate the success of your implementation, as well as appendices that list additional Web resources. If your goals include connecting unique archival material with people interested today, this book is for you.

## **Web 2.0 Tools and Strategies for Archives and Local History Collections**

THE BEST OF THE INDEPENDENT RHETORIC AND COMPOSITION JOURNALS 2014 represents the result of a nationwide conversation—beginning with journal editors, but expanding to teachers, scholars and workers across the discipline of Rhetoric and Composition—to select essays that showcase the innovative and transformative work now being published in the field's independent journals.

## **Best of the Independent Journals in Rhetoric and Composition 2014**

Equally valuable for LIS students just learning about the digital landscape, information professionals taking their first steps to create digital content, and organizations who already have well-established digital credentials, Purcell's book outlines methods applicable and scalable to many different types and sizes of libraries and archives.

## **Digital Library Programs for Libraries and Archives**

No other book provides such a comprehensive approach to educating library customers and staff in the preservation of library materials. Over 35 case studies provide innovative programs and strategies for providing preservation education initiatives throughout the library. The various types of materials collected paired with the variety of patrons requires a full spectrum of approaches. Going on the assumption that much damage is caused by unknowing misuse, this professional reference gives academic, school, and public library staff as well as special collections staff, a solid approach for designing, implementing and evaluating formal and informal preservation educational programs. As collections deteriorate and library budgets shrink, the longevity of collections becomes an increasingly important issue. To minimize harm to collections, librarians need to emphasize the importance of preservation and proper handling. This professional reference explains how to create, implement and evaluate formal and informal preservation education programs in



school, public, academic, and special collections. Chapters are written by contributors from a wide range of positions in librarianship and academia. Building on the assumption that most misuse is because of misunderstanding or lack of understanding, much attention is given to reaching all types of patrons and changing attitudes. Because preservation largely depends on the attitude of patrons, much attention is given to reaching all types of patrons. Informing adults to avoid misuse and teaching children to respect books and to handle them carefully are two different methods. Visual messages using posters, bookmarks, and signs to educate can help prevent damage. Library staff, on the other hand, benefit from training programs, which can effectively include tests and videos. Users of rare and archival materials can be informed through brochures, and one-on-one interaction with librarians. The volume includes over 35 illustrative case studies, and it concludes with an extensive bibliography and videography.

## **Promoting Preservation Awareness in Libraries**

The International Business Archives Handbook provides up-to-date information and guidance on key issues relating to the understanding and management of the historical records of businesses. Key features include: • Chapter contributions from a range of experts in their respective fields. • Content covering business archive and business history initiatives around the world. • Practical advice combined with thought-provoking discussion on issues hitherto little addressed. • Useful quick-reference tables, global case study examples and further reading suggestions. The handbook is an invaluable guide for students, archive professionals and business historians alike. It is also an important reference tool for business professionals involved in information management more generally.

## **The International Business Archives Handbook**

Whether you manage numerous archivists, operate as one member of a processing team, or operate as a lone arranger, *How to Manage Processing in Archives and Special Collections* is your go-to guide for developing and managing a processing program.

## **Federal Register**

As the information landscape evolves and takes shape using traditional and new platforms, it is the role of Academic Libraries to take the lead in communicating, developing and informing these changes in timely and relevant ways. Experienced librarians and those new to the field seek out innovative and more effective way to engage with users and stakeholders. This book provides a variety of communication strategies for different user groups, taking into account the changing information landscape and the application and implications of social media developments. A major driver in higher education is the change in the scholarly communication model where initiatives such as Open Access, Institutional Repositories and Data Management are challenging previous practice whilst offering new opportunities for leadership. These communication developments provide opportunities for academic librarians who need the insight and awareness to take these chances. *Librarian as Communicator* provides research-based explorations of the above topics, covering developing areas and also the communication skills that are needed for the academic library to have a continuing role in the 21st Century. It was originally published as a special issue of the journal *New Review of Academic Librarianship*.

## **How to Manage Processing in Archives and Special Collections**

This comprehensive and no-nonsense guide to working with special collections and rare books is an essential day-to-day companion. Working with special collections can vary dramatically from preserving a single rare book to managing and digitizing vast mixed-media archives, yet the role of the information professional is always critical in tapping into the potential of these collections, protecting their legacy and bringing them to the attention of the wider public. This book offers up-to-date guidance which pulls together insights from best practice across the heritage sector to build innovative, co-operative and questioning mind-sets that will

help them to cope in turbulent times. The Handbook covers all aspects of special collections work: preservation, developing collections, understanding objects, emergency planning, security, legal and ethical concerns, cataloguing, digitization, marketing, outreach, teaching, impact, advocacy and fundraising. New to this edition: - Coverage of new standards and concepts including unique and distinctive collections (UDCs), The Leeds Typology, Archive Accreditation, PD 5454:2012 and PAS 197 - discussion of the major changes to laws affecting special collections including UK copyright law relating to library/archive exception and orphan works and forthcoming changes to data protection in the EU - exploration of new trends in research including the rise of digital humanities, open access, the impact agenda and the REF - updates to the sections on marketing, audience development and fundraising to include social media, customer journey mapping and crowdsourcing and more - consideration of impact and indicators, digitization and new skills frameworks from CILIP and RBMS. This is the essential practical guide for anyone working with special collections or rare books in libraries, archives, museums, galleries and other heritage organizations. It is also a useful introduction to special collections work for academics and students taking library and information courses. This comprehensive and no-nonsense guide to working with special collections and rare books is an essential day-to-day companion.

## **Librarian as Communicator**

The Manual provides comprehensive information on a large number of U.S. government agencies. Along with entries on the agencies of the executive, judicial, & legislative branches of the government, users will also find information on quasi-official agencies, international organizations in which the U.S. participates, & other boards, commissions & committees. The Declaration of Independence & the Constitution of the United States are also included. This laminated edition features a sturdy cover, extra strong bindings, & heavy, acid-free paper. Recommended in: ALA's Guide to Reference Books, Walford's Guide to Reference Material.

## **The Special Collections Handbook**

The Best of the Independent Rhetoric and Composition Journals 2011 represents the result of a nationwide conversation—beginning with journal editors, but expanding to teachers, scholars and workers across the discipline of Rhetoric and Composition—to select essays that showcase the innovative and transformative work now being published in the field's independent journals.

## **Resources in Education**

Increase patronage with effective outreach strategies! From the Introduction, by Wendi Arant and Pixie Anne Mosley: "Outreach is a concept that is gaining more and more significance for libraries, particularly with the recent developments in information technology. Dictionaries define it as 'the act of extending services, benefits, etc. to a wider section of the population.' This definition also implies a mission to communicate a particular message to an audience in order to gain their support. Its meaning for libraries is profound, having consequences for fund raising, public service, and public relations." *Library Outreach, Partnerships, and Distance Education: Reference Librarians at the Gateway* focuses on extending community outreach in libraries toward a broader public by expanding services that are based on recent advances in information technology. This crucial volume with help you will explore many of the issues that are currently affecting libraries, including: the growth of technology and its effect on libraries and library users emerging literacy issues (computer literacy, non-English-speaking populations) providing effective services to at-risk populations diversity and multiculturalism and how they are changing the ways that libraries are used targeting and reaching specific user groups distance education--bringing the mountain to Mohammed If the public perception of libraries is ever to move beyond that of "musty old book warehouses," librarians must take a more active role in the development of new services and in heightening awareness of their existing services and collections. *Library Outreach, Partnerships, and Distance Education* presents ideas and strategies that are now being implemented around the United States to do just that. This book should be a part of every library's plans for the future!

# **The United States Government Manual**

The Best of the Independent Rhetoric and Composition Journals 2011

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