



Teleconference Series for Library Technicians Soaring to Excellence IX

Now in its 9th year, the Soaring to Excellence series continues to offer excellent programming on technical and workplace issues for library technicians. This year, the series will feature three sessions: equal access, time management, and support staff successes.

Each program will be supported by practical information, discussion questions, worksheets, and bibliographies. For more information on the sessions and for advance program materials, point your browser to <http://www.cod.edu/teleconf/Soaring/>.

To avoid the unpredictable technical difficulties of live teleconferencing, FLICC will present this series in a delayed video format.

**Three
"Invaluable"
New Sessions!
(See Reverse)**

- Dates** Friday, January 17, 2003; Friday, February 28, 2003; Friday, May 2, 2003
- Time** 9:00 a.m.-11:30 a.m. including one 10-minute break and a 30-minute Q & A session (Registration begins at 8:30 a.m. There is no entry to the Library of Congress prior to 8:30 a.m.)
- Place** Mary Pickford Theater, 3rd floor, Madison Building, Library of Congress
Use Main Entrance at 1st Street and Independence Avenue, SE, Washington, D.C.
- Metro** Capitol South (Orange and Blue lines)
- Sponsors** College of DuPage, Glen Ellyn, IL, and FLICC
Continuing Education Units (CEUs) are offered by the College of DuPage, IL

Registration \$70 (includes all three sessions). Participants must attend all sessions. Seating is limited. Complete and fax the Registration Form below or visit the FLICC Educational Programs Web site at <http://www.loc.gov/flicc/feveform.html> to register online.
Request ADA Accommodations five business days in advance at (202) 707-6362 TTY or ACA@loc.gov.

Information Call FLICC (202) 707-4800. TTY (202) 707- 4995

Cancellations Cancellations must be called into the FLICC office (202-707-4800) 48 hours prior to the start of an educational program or the full fee will be charged.

Soaring to Excellence IX

Name _____ Title _____

Organization _____

Address _____

City, State, Zip _____

Phone and Fax (include area code) Phone _____ Fax _____

FEDLINK Members: FEDLINK ID _____ FY2003 IAG #2003 _____ E-mail _____

Registration Fee:

- Bill the registration fee to my existing FEDLINK Education/Training (FT) account.
- Establish an FT account or increase the funding in my existing FT account and bill the account for the workshop/program fee. Attached is an FY2003 IAG Amendment Request Transfer Pay Account Adjustment form to move funds from another of my agency's FY2003 FEDLINK accounts.

Other Federal Agencies (Non-FEDLINK Members)

- Attached is a standard government training form (e.g. SF182 or DD1556) or other billable document from my agency for the amount of the workshop/program. This amount covers *the registration fee plus the FEDLINK administrative service fee of 7.75%*. The Library of Congress will invoice my agency based on this document.

Register online at
<http://www.loc.gov/flicc/feveform.html>
or fax this form to
**FLICC Attn: FPE Registration
Library of Congress
(202) 707-4825**
Your registration is not complete until all appropriate documentation is received by FEDLINK and/or your account has been verified. If you will use a training form or purchase order, the originals must be submitted on site at registration.



Teleconference Series for Library Technicians

Soaring to Excellence IX

Three "Invaluable" Sessions

A Ninth Year of Training and Educational Opportunities for Library Technicians

Building Another Bridge: Equal Access to Technology for Special Populations

**Friday
January 17, 2003**

Effective use of technology has become a critical component of information retrieval. Does this leave the blind, the deaf, the elderly and any other group with special challenges on the far side of a new digital divide?

This session will provide specific information on how to bridge that divide for individuals challenged in ways that we can accommodate if only we have the requisite insight, persistence, compassion, and knowledge. Building Another Bridge will offer very specific suggestions to insure that all individuals have equal access to information, regardless of the medium through which that information is presented.

Time Management: Getting Things Done

**Friday
February 28, 2003**

This session explores practical techniques for managing your work, offering a wide range of suggestions for more effective use of your time.

Factors to be considered include how to negotiate deadlines and work assignments, being more realistic about the time available, and maintaining a balance between work and home.

Library Support Staff Soar to Great Heights: How Library Workers Give Back

**Friday
May 2, 2003**

This Soaring program focuses specifically on library support staff and what they are already doing to enhance their jobs, their skills, their libraries, their attitudes, and their relationships with patrons, students, or co-workers.

Also, the latest topics in their professional arena will be discussed by exploring resources such as Library Mosaics and ALA's Career Ladders. Moderators, guest support staff, and a studio audience will give a comprehensive view of what library service is now, and what it can be in the future.

Soaring 2003 Web site:

<http://www.cod.edu/teleconf/Soaring/>