



News

CILIP Training and Development Courses for January

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CILIP Training & Development are pleased to announce new training programs for 2009.

Note that CILIP members receive up to 40% discount on all CILIP training.

Copyright and Licensing: Commercial and Legal

14 January 2009

Gain a good understanding of copyright law and exceptions, the distinction between copying for commercial and non-commercial purpose and look at licensing as a way of expanding permissible copying. A popular half-day course that covers copyright and licensing specifically for those working in the commercial or legal sector.

Program highlights include:

- The copyright exceptions
- Downloading from websites and commercial databases
- Copying of different types of material; business directories, annual reports
- market research reports

<www.cilip.org.uk/training/training/2009/copylic/copyrightandlicensingcommercialandlegalsector.htm>.

Advanced Desk Research

27 January 2009

An essential CILIP training course for anyone who is required to undertake in-depth desk-research. You will have the opportunity to research your own topic of interest during the day, developing your own project plan, preparing reports and presenting findings. An advanced course for researchers who want to refine their skills.

Program highlights include:

- Developing the research project plan
- Defining search terms and the complex use of Boolean operators
- Identifying specialist libraries on your field of interest
- Creating references and a bibliography

<www.cilip.org.uk/training/training/2009/research/advanceddeskresearchskills.htm>

Library Management Systems: Procurement and Implementation

22 January 2009

The role of the library management system (LMS) in information provision is increasingly under question. Many organizations are stuck with poor systems

that no longer meet business requirements.

Program highlights include:

- Overview of the LMS landscape
- Writing a specification
- Projecting managing the LMS implementation process

www.cilip.org.uk/training/training/2009/libinfo/librarymanagementsystemsprocurementandimplementation.htm.

- Practical work on saying no, delegating difficult tasks
- Resolving conflict

www.cilip.org.uk/training/training/2009/md/assertivenessformanagers.htm.

To browse the full selection of courses for 2009, visit the CILIP Web site <

www.cilip.org.uk/trainingcourses>.

Setting Up and Delivering an Information Service

29 January 2009

A step-by-step lively and participative CILIP training course that will help make best use of your resources as you set up or revive your existing information service.

During the day you will learn how to maximise your effectiveness with time and budgetary constraints. Program highlights include:

- Identifying your most influential users
- Issues to consider: copyright, licensing, data protection
- Are you ready to deal with enquiries?
- Persuading people to keep using your services
- Help at hand: Networking and professional bodies

www.cilip.org.uk/training/training/2009/libinfo/settingupanddeliveringaninformationervice.htm.

Assertiveness for Managers

15 January 2009

Library and information managers are expected to work productively with a wide range of people in sometimes challenging situations. Explore the use of assertiveness in management to feel more confident in work and assess your own behaviour in a variety of circumstances on this well-established CILIP training course. Program highlights include:

- Handling criticism and negative feedback