

Ohio Support Staff Institute

Class Schedule

August 4-7, 2002

at Ohio Dominican College

Monday – August 5, 2002

Materials Repair I (Hands On)	9:00-11:30 am
Website Editors & Maintaining the Libraries Web Page	9:00-11:30 am
Reference Resources – Online & Print	1:00-3:30 pm
Genealogical Resources – Online	1:00-3:30 pm
Windows File Management or Excel for Library Use	4:00-5:00 pm
Special Evening Class (MARC Format & Copy Cataloguing)	7:00-9:00 pm
Self-Massage for Relaxation	7:00-9:00 pm
Campus Tour/Other Activity	7:00-9:00 pm

Tuesday – August 6, 2002

Materials Repair I (Hands On-Class, Repeated)	9:00-11:30 am
Effective Web Search Strategies	9:00-11:30 am
Setting Personal Goals/Stress Reduction	1:00-3:30 pm
Genealogical Records – Government/Print Sources	1:00-3:30 pm
Windows File Management or Excel for Library Use (repeat)	4:00-5:00 pm
“Online Learning Opportunities” + Reception	5:30-7:30 pm

Wednesday – August 7, 2002

Technology Futures, Libraries, & You (Round Table Program)	9:00-11:30 am
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