INVEST IN YOUR CAREER. INVEST IN YOUR PROFESSION.

www.alia.org.au/training

ALIA TRAINING

TOPIC	COURSE NAME	IN PARTNERSHIP WITH	TYPE	ABOUT	ALIA PD SCHEME POINTS	DATE/S
RDA	RDA for Practitioners NEW	TAFESA	Online	An overview for practitioners of the changes RDA implementation will bring.	15 points per course	22 Apr – 10 May 20 May – 7 Jun Registrations close 2 weeks prior to each course date.
Job applications Members Only!	Writing to Selection Criteria	Mental Nutrition: Ann Villiers	Online	Get the tools to 'sell' your portfolio of skills, knowledge, and experience for job applications.	10 points per course	Anytime
Collection Management	Collecting in the 21st Century: Contribute to Collection Management NEW	TAFENSW	Online	This unit focuses on the importance of collection development policies in collection management. Look closely at the elements of CDPs, and how to tailor collections to community / clients. • Identifying clients and their needs through community needs analysis and user statistics • Eresources and challenges presented • Evaluating collections • Selecting for collections • Handling challenged materials	30 points per course	13 May – 22 Jun Register by 29 Apr
Information Literacy, Reference	Swimming in the Information Ocean! Taking your information skills in new and different directions NEW	TAFENSW	Online	This course will cover the application of information literacy skills at a higher level. It will develop the skills to analyse a research need, and select the best resources to satisfy this need. It will allow you to learn how to compile and present bibliographies using standard referencing styles. It will develop your skill at evaluating information resources, and in writing an evaluative annotation. • Analysing a complex information need • Selecting information resources to meet these needs • Present information to suit its audience • Evaluating information	30 points per course	20 May – 28 Jun Register by 6 May
Reference, Research	Connect, Discover, Be Inspired!	TAFENSW	Online	This unit covers the various aspects of reference and information services in the 21st century. Maintain your relevance; examine how the online environment has changed the reference process.	30 points per course	12 Aug – 20 Sep Register by 29 Jul
Metadata, Indexes, Abstracts, Special Collections	Provide Access to Specialist Collections NEW	TAFENSW	Online	How does the information specialist provide effective access to small specialist collections – local history collections, realia, ephemera – for which traditional catalogue access is not relevant? The course will explore the functions of indexes and the tailoring of the indexing fields to the searching requirements of the user. You will explore metadata. You will learn how to write effective abstracts. You will learn about a range of existing thesauri, and how to choose the most suitable one for your collection.	30 points per course	26 Aug – 8 Oct Register by 15 Aug
Digital Repositories	Maintaining Digital Repositories NEW	TAFENSW	Online	Building on the skills achieved in Provide Access to Specialist Collections (run in 2012), this unit will provide you with skills to manage digital repositories • Defining the scope of the coverage of a digital repository • Selecting resources to add to the digital repository • Using relevant software applications and equipment to create objects for the repository • Creating and editing descriptive, technical and administrative metadata to provide access	30 points per course	29 Oct – 8 Dec Register by 15 Oct
Cataloguing	Cataloguing Basics	TAFESA	Online	General Cataloguing. Perfect as a refresher or for those with limited cataloguing experience. Includes an update on RDA.	30 points per course	Coming soon