



Florida Health Sciences Library Association www.fshla.org

2008 Annual Meeting, May 28-30, 2008

Renaissance Vinoy Resort and Golf Club
501 Fifth Avenue, NE - St. Petersburg, FL 33701
<http://vinoyrenaissanceresort.com>

Continuing Education Classes

Wednesday, May 28, 2008

1. **PubMed for Experts; 1:30-4:30 pm (off-site)**

Designed as an advanced class for experienced MEDLINE searchers. This hands-on class will highlight advanced PubMed techniques that can be used to conduct comprehensive searches. Attendees are encouraged to contribute past and present difficult searches to discuss with the class. **Hands-on class.** 3 MLA contact hours.

Instructor: Sheila Snow-Croft, is the Outreach Education Coordinator for the National Network of Libraries of Medicine, Southeastern Atlantic Region (NN/LM SE/A) located at the Health Sciences and Human Services Library of the University of Maryland, Baltimore. The NN/LM's goal is to enhance access to health information for health professionals and the public. Sheila teaches, exhibits, and manages the educational programs offered by the SE/A Region, and supports subcontracts and awards in AL, DC, MD, MS, PR, TN, and the USVI. Prior to joining the NN/LM SE/A, Sheila was a reference librarian for Lister Hill Library of the Health Sciences at the University of Alabama, Birmingham, and earned her MLIS and an MA in English from the University of Alabama.

Thursday, May 29, 2008

Morning Classes:

1. **Effective PowerPoint Presentations; 8:00 – 12 noon (off-site) - canceled**

Come to this class to learn more about using PowerPoint to deliver great presentations. Topics to be covered include layouts, the creation of templates, inclusion of graphic designs and charts and tables, importing audio and video objects, as well as other techniques available from PowerPoint. The class is for beginner to intermediate users. **Hands on class.** 4 MLA contact hours.

Instructor: J. Dale Prince, MA, MLS, AHIP, is Technology Coordinator for the National Network of Libraries of Medicine, Southeastern Atlantic Region located at the Human Services Library of the University of Maryland, Baltimore. Dale provides internet and technology instruction to medical librarians and health professionals within the region, as well as training and outreach for a variety of National Library of Medicine programs and services. Mr. Prince has 17 years experience as an instructor and trainer and seven years of experience as a medical librarian. He received his Master of Library Science from Indiana University, is a member of Beta Phi Mu and is a Senior member of the Academy of Health Information Professionals.

2. **It's About Time, It's About Space: Time and File Management; 8:00-noon**

Do you have files saved on your PC that haven't been opened since the last Bush administration? Is your desk littered with sticky notes covered with to-do lists and lots of exclamation marks? Does your work day feel like a series of interruptions with a little bit of work squeezed in between? Do you still have your first OPAC vendor's newsletters carefully filed away? By the end of this course you will have

learned time tested strategies for managing time and staying organized using electronic and paper tools. You will use self assessments, practice activities, cartoons, memory jogging phrases, and acronyms to increase learning. After completing this course you will return to work inspired to put what you've learned into action!

4 MLA contact hours.

Instructor: Lynne Fox, AMLS, MA, AHIP, is Assistant Professor and Education Librarian at Denison Memorial Library, University of Colorado Health Sciences Center in Denver. Ms. Fox's library experience stretches back to a part-time job as security staff at Colorado University-Boulder's Norlin Library. She teaches students, staff, and faculty to find the information that helps them become licensed health professionals, care for patients, and research the scientific advances that improve all of our lives. Lynne helps researchers who try to make computers better able to extract and summarize information from knowledge sources for use by scientists. Her spare time includes her family and her Jane Austen mania.

Afternoon Classes:

3. **Patient Safety Resource Seminar: Librarians on the Front Lines; 1:30 – 5:30 pm (off-site)**

This interactive seminar focuses on ways librarians can become more involved in the patient safety processes and activities within their institutions and organizations. Topics include understanding the definitions and issues of patient safety; locating where patient safety practices and contact exist within an institution; identifying patient safety resources for health professionals, for administration and staff, and for patients and families; and library advocacy in the area of patient safety. These four hours of lecture, discussion and brainstorming help librarians in all fields become effective agents for improving patient safety. **Hands on class.**

4 MLA contact hours.

Instructor: Sheila Snow-Croft, Outreach Education Coordinator for the NN/LM. See full bio under PubMed for Experts above.

4. **Purposeful Conversations: Effective Interpersonal Communication in the Workplace; 1:30–5:30 pm**

So much of what we seek to accomplish at work hinges on the ability to communicate and collaborate well with others. Effective communication increases efficiency, reduces duplication of effort, and improves the satisfaction of those we lead and those we serve. Yet even with the best of intentions, misunderstandings can occur, defenses may be sparked, and lines of communication get crossed. Through this workshop, participants will learn a range of communication behaviors that can increase clarity, reduce defensiveness and conflict, and facilitate understanding.

Instructor: Margie West is a learning and development facilitator at the University of South Florida. She has been leading individual, team, and organizational learning experiences for the past 14 years, specializing in team effectiveness, communication, and management development. Margie earned a B.A. in Psychology from Centenary College in 1990, a M.Ed. in Counseling from Colorado State University in 1994, and a M.A. in Organizational Communication from the University of South Florida in 2007.

Prior to joining USF, Margie facilitated professional and team development experiences for corporate clients throughout the U.S, served as a performance consultant and coordinator of a corporate university program for Fidelity Investments, and directed the education department of a team and leadership development organization serving students and educators.

Margie has taught at both the community college and university level. For two semesters she served as the communication and leadership development instructor for a college level semester-at-sea program, where she lived and taught onboard an 88 ft schooner sailing through the Eastern Caribbean.