State Library Courses
Spring 2025

To register for courses, please follow the link below:
https://showcase-5419032-a407.sites.kaltura.com/

You must register for classes **using an individual email**. Our system will not allow for shared emails. Please cancel registration two weeks in advance to avoid being invoiced. Library systems will be invoiced the month following the class. Individuals doing self-pay must submit payment in advance before registration is approved. For more information, contact libdev@library.la.gov or call 225-342-4931.

In-Person Workshops

Adult Summer Reading Program

This workshop will cover ideas, goals, trends, best practices, and other information concerning the Summer Reading Program for Adult Services. Snacks will be provided.
Trainer: Brittany Whitfield and Katelin LeBleu, Library Development
Cost: $25.00 per participant
Date/Time:
Tuesday, February 18, 2025, 9:00am - 12:30pm – Ouachita (Main)
Thursday, February 20, 2025, 9:00am - 12:30pm – St. John the Baptist (Reserve)
Tuesday, February 25, 2025, 9:00am - 12:30pm – Vernon (Leesville)

Building Better Storytimes (NEW!)

This training covers essential techniques for creating engaging storytime sessions tailored to children's developmental stages. Whether you're new to storytime or looking to enhance your skills, you'll learn how to plan effectively, integrate early literacy practices, and implement strategies to boost engagement while delivering delightful and interactive experiences for young audiences. Snacks will be provided.
Trainer: Katelin LeBleu and Brittany Whitfield, Library Development
Cost: $25.00
Date/Time:
Tuesday, May 13, 2025, 9:00am – 12:30pm – Lincoln Library Events Center (Ruston)
Thursday, May 15, 2025, 9:00am – 12:30pm – State Library (Baton Rouge)

Staff Day 2025

This event allows the opportunity to participate in a variety of trainings reflective of current library trends while also giving staff the chance to network, share, and learn with peers from across the state. Breakfast and lunch will be provided.
Cost: $45.00 per participant
Dates/Times:
Tuesday, February 11, 2025, 9:00am – 3:00pm – East Baton Rouge Parish Library (Main)
Thursday, February 13, 2025, 9:00am – 3:00 pm – Lincoln Library Events Center (Ruston)

Tech Fest 2025

The new year of Tech Fest is here! Tech Fests past have featured keynote speakers on malware, phishing, security issues, securing networks, networking, hardware, software, and the adoption of new technologies for public libraries. Discussions include consultations with experts in the field, as well as the experiences of library IT staff. Breakfast and lunch will be provided.
Cost: $45.00 per participant
Dates/Time: Friday, May 2, 2025 – 9:30am – 3:30pm – State Library (Baton Rouge)

Youth Summer Reading Program

This workshop will cover ideas, goals, trends, best practices, and other information concerning the Summer Reading Program for Youth Services, 0-18 years. The morning will consist of a presentation from the SLOL Youth Consultant. The afternoon will include a presentation from our Culture & Tourism partners, as well as group sharing and brainstorming time. Breakfast and lunch will be provided.
Trainer: Katelin LeBleu, Library Development
Cost: $45.00
Date/Time:
Tuesday, January 21, 2025, 9:00am – 3:30pm – Claiborne (Homer)
Thursday, January 23, 2025, 9:00am – 3:30pm – Iberville (Plaquemine)
Tuesday, January 28, 2025, 9:00am – 3:30pm – Terrebonne (Houma-Main)
Thursday, January 30, 2025, 9:00am – 3:30pm – Calcasieu (Sulphur)
Tuesday, February 4, 2025, 9:00am – 3:30pm – Madison (Tallulah)
Thursday, February 6, 2025, 9:00am – 3:30pm – St. Tammany (Madisonville)

Online Webinars

Allow Me to Reintroduce Myself: The New HomeworkLA: taught by tutor.com

If you haven't noticed, HomeworkLA looks a little different. This webinar will reintroduce the many features of Homework Louisiana, and anyone (educators, librarians, parents, councilors, etc.) may attend. The sessions will be recorded, and a link to the recording will be provided for anyone who registers. An additional webinar aimed at test prep is scheduled for April.
Trainer: Ashlenn Wellbrock, tutor.com
Cost: Free
Date/Time: Wednesday, February 26, 2025, 9:00am – 10:30 am

Confidence in the Workplace

Confidence plays a significant role in the workplace environment, and with it, job satisfaction. Confident employees receive more benefits, such as raises and promotions, and are trusted with more responsibilities. In this webinar, you will learn tips on how to gain confidence to be successful in the workplace.
Trainer: Brittany Whitfield, Library Development
Cost: $15.00 per participant
Date/Time: Thursday, April 10, 2025, 9:00am – 10:30am

E-government: Louisiana Legal (UPDATES!)

This session will help you assist your patrons with routine legal inquiries. Some of the topics covered in this session are the following:
- Researching LA Revised Statute
- Obtaining and amending vital records
- Child Custody & Grandparents' Rights
- Heirs' Property
- Labor & Employment Rights
- Common Consumer Debt
Trainer: Angela Cinquemano, Louisiana Collection
Cost: $15.00 per participant
Date/Time: Wednesday, May 14, 2025, 9:00am – 10:30am

E-rate Overview

This is an introduction and overview of the E-rate process. Topics can include:
- Getting Started – the EPC System, entity information, etc.
- Review of the procurement process – 470s, RFPs, contracts, evaluating bids
- 471s, PIAs, Funding Commitments
- Recordkeeping, reviewing audits, and any general E-Rate concerns

Trainer: Meg Placke, State Librarian
Maximum Class Size: 30
Cost: Free
Date/Time: Tuesday, January 14, 2025, 9:00am – 10:30am

EXTRA, EXTRA! GET THEM TO READ ALL ABOUT IT! (NEW!)

There are a dizzying number of ways these days to get your message to patrons and other members of the public who may be interested in programs, service, or events you offer. In this course, you'll learn best practices for social media and how to help your press releases cut through the clutter when trying to get coverage from your local newspaper, internet news sites, radio, and TV stations.

Trainer: Daniel Monteverde, Communications Director
Cost: $15.00 per participant
Date/Time: Wednesday, May 7, 2025, 9:00am – 10:30am

Finding the Perfect Fit: Youth Readers' Advisory (NEW!)

In this training, participants will explore strategies for youth readers' advisory tailored to young readers' diverse interests. Learn to connect children and teens with the right books and navigate the evolving landscape. Whether you're new to readers' advisory or refining your skills, this session will empower you to help young readers discover their next favorite read.

Trainer: Katelin LeBleu, Library Development
Cost: $15.00 per participant
Date/Time: Wednesday, April 16, 2025, 9:00am – 10:30am

Finding and Using Library Statistics

What data is available to compare your library with other libraries? After reviewing the Louisiana Public Library Statistics Report, we will cover the IMLS (national statistics) and other statistics on your community that are useful in library planning, as taught by the appointed Louisiana State Data Coordinator.

Trainer: Michael Golrick, Library Development
Cost: $15.00 per participant
Date/Time: Tuesday, January 29, 2025, 9:00am – 10:30am

Genealogy 1

The Internet has become an indispensable resource for researching family history, with millions of records being added each year. In this session, participants will tour and learn how to search internet sites that will help your patrons with their research.

Trainer: Samuel Ayers, Louisiana Collection
Cost: $15.00 per participant
Date/Time: Tuesday, March 11, 2025, 9:00am – 10:30am

Genealogy 2

So much information is available for family history research. This course takes a more in-depth look at print and online resources you can use to assist your patrons with their genealogical research. This webinar is for those who have taken the Genealogy 1 webinar, or those who already have a basic knowledge of genealogical research.
Trainer: Samuel Ayers, Louisiana Collection
Cost: $15.00 per participant
Date/Time: Thursday, March 13, 2025, 9:00am – 10:30am

ILL 101: Just the Basics

Do you have new ILL staff members who could benefit from a session on the basic borrowing and lending functions in LoanSHARK? If so, this 90-minute session is what you are seeking. The LoanSHARK administrator from the State Library will present a crash course that will help staffers create requests in LoanSHARK, as well as process incoming requests in the system.
Trainer: Kytara Christophe, Access Services/Interlibrary Loan
Cost: $15.00 per participant
Date/Time: Wednesday, April 23, 2025, 9:00am – 10:30am

It's Lit: Understanding Information Literacy

Even the most savvy of internet users can find it difficult to sort through the noise and find accurate information today. This session will focus on popular methods for evaluating sources, questions to help identify bias, and fact-checking resources in the time of fake news and AI reporting.
Trainer: Errin Levingston, Head of Reference
Cost: $15.00 per participant
Date/Time: Thursday, May 15, 2025, 9:00am – 10:30 am

Louisiana Statistics Resources (UPDATES!)

Statistics can be overwhelming. Join Angela Cinquemano to make sense of the data as she highlights helpful resources. Whether it's historical or current information, the Louisiana Collection has what you need.
Trainer: Angela Cinquemano, Louisiana Collection
Cost: $15.00 per participant
Date/Time: Tuesday, April 22, 2025, 9:00am – 10:30am

Louisiana Student Resources (UPDATES!)

This session will help you assist your patrons with routine grade and continuing education inquiries. Some of the topics covered in this session are the following:
- State Library LibGuides
- HiSET, ACT, and SAT preparation and testing
- Louisiana Education Loan Authority
- Louisiana Office of Student Financial Assistance
- FAFSA

Trainer: Angela Cinquemano, Louisiana Collection
Cost: $15.00 per participant
Date/Time: Tuesday, March 18, 2025, 9:00am – 10:30am

Peacebuilding in your Library (NEW!)
> Have you ever been faced with a time when a library patron was angry or upset, or when patrons were arguing with each other? Looking for techniques to de-escalate tense situations? In this course, you will learn ways to build peace into your library environment and restore peace to your library when faced with difficult situations.
> **Trainer:** Michele Jones, Library Development
> **Cost:** $15.00 per participant
> **Date/Time:** Tuesday, April 1, 2025, 9:00am – 10:30am

Preserving the Past: Preservation of Your Library Materials
> Do you have historical items in your collection that need preservation? Join State Library of Louisiana archivist Samuel Ayers and learn methods and best practices that will help ensure your collections will be available to patrons for years to come. This webinar is designed for all library staff that deal with archives-related materials or assist patrons in the use of these materials. Class participation is via chat and polls.
> **Trainer:** Samuel Ayers, Louisiana Collection
> **Cost:** $15.00 per participant
> **Date/Time:** Tuesday, February 25, 2025, 9:00am – 10:30am

Should It Stay or Should It Go: Weeding the Adult Collection
> In addition to discussing common objections to weeding (de-selection) and the benefits of weeding, this workshop will also describe weeding criteria, explain the weeding process, and offer practice weeding exercises. This workshop utilizes the "CREW" method of weeding.
> **Trainer:** Brittany Whitfield, Library Development
> **Cost:** $15.00 per participant
> **Date/Time:** Tuesday, March 25, 2025, 9:00am – 10:30 am

Something Old, Something New: Guide to LaLibCon Databases (UPDATES!)
> The State Library provides access to subscription databases statewide by way of the Louisiana Library Connection Database page (lalibcon.state.lib.la.us). This session will be a brief overview of both old and new databases.
> **Trainer:** Brittany Russell, Reference Department
> **Cost:** $15.00 per participant
> **Date/Time:** Wednesday, April 30, 2025, 9:00am – 10:30am

State Annual Report and Data Entry Training Update
> This is a review of the process for entering public library statistics using the online data entry system for the Public Library Annual Report. Changes in the form from last year will be covered.
> **Trainer:** Michael Golrick, Library Development
> **Cost:** Free
> **Date/Time:** Thursday, January 23, 2025, 9:00am – 10:30 am

Talking Books and Braille Library Update

This free webinar will explain the services that the State Library provides to blind and physically-handicapped users. Tune in if you think your patrons might benefit from TBBL. All TBBL materials are mailed directly to the homes of qualified users at no cost. Come to the webinar to find out the services provided and how to tell people to sign up.

Trainer: David Rainey, TBBL

Cost: Free

Date/Time: Thursday, May 8, 2025, 9:00am – 10:30 am

Test Prep That Clicks: taught by HomeworkLA & tutor.com (NEW!)

Whether prepping for high school, college, or post grad, HomeworkLA has something for your patrons or students. In this webinar, we will go over the many resources available, including practice tests, essay drop-off, and even checklists for what to expect on test days.

Trainer: Ashlenn Wellbrock, tutor.com

Cost: Free

Date/Time: Wednesday, April 2, 2025, 9:00am – 10:30 am

Library Support Staff Certification

Registration for Library Support Staff Certification courses is limited to one course per person per semester.

LSSC Cataloging and Classification (10-week series)
> This 10-week online course covers the basic activities in a technical services department, all the way from the item being ordered to getting it onto the shelf. Specific topics include the purposes of cataloging and classification, Dewey Decimal and LC classification, building subject headings, RDA/AACR2, the MARC format, metadata concepts, and more. All sessions are 90-minute webinars, with homework assignments, readings, and a final exam. This course has been certified for the Library Support Staff Certification Program and is a core course. You need not be in the LSSC Program to participate.
> **Trainer:** Lesli Thomas-Wilson, Technical Services
> **Cost:** $200.00 per participant for Louisiana public library staff/ $300.00 for others
>> Tuesday, March 11, 2025, 9:00am – 10:30am
>> Tuesday, March 18, 2025, 9:00am – 10:30am
>> Tuesday, March 25, 2025, 9:00am – 10:30am
>> Tuesday, April 1, 2025, 9:00am – 10:30am
>> Tuesday, April 8, 2025, 9:00am – 10:30am
>> Tuesday, April 15, 2025, 9:00am – 10:30am
>> Tuesday, April 22, 2025, 9:00am – 10:30am
>> Tuesday, April 29, 2025, 9:00am – 10:30am
>> Tuesday, May 6, 2025, 9:00am – 10:30am
>> Tuesday, May 13, 2025, 9:00am – 10:30am
>> Final exam will be on Tuesday, May 20, 2025

LSSC Foundations of Library Service (10-week series)
> This 10-week online course provides the basic concepts and skills necessary to work in a library. Sessions cover roles and missions of libraries, library ethics and philosophy, staff roles, library departments and basic functions, library governance, staff development, customer service, diversity, and promoting library services. All sessions are 90-minute webinars, with homework assignments, readings, and a final exam. This course has been certified for the Library Support Staff Certification Program and is a core course. You need not be in the LSSC Program to participate.
> **Trainer:** Michael Golrick, Deputy State Librarian and Michele Jones, Library Development
> **Cost:** $200.00 per participant for Louisiana public library staff/ $300.00 for others
>> Thursday, February 20, 2025, 9:00am – 10:30am
>> Thursday, February 27, 2025, 9:00am – 10:30 am
>> Thursday, March 6, 2025, 9:00am – 10:30am
>> Thursday, March 13, 2025, 9:00am – 10:30am
>> Thursday, March 27, 2025, 9:00am – 10:30am
>> Thursday, April 3, 2025, 9:00am – 10:30am
>> Thursday, April 10, 2025, 9:00am – 10:30am
>> Thursday, April 17, 2025, 9:00am – 10:30am
>> Thursday, April 24, 2025, 9:00am – 10:30am
>> Thursday, May 1, 2025, 9:00am – 10:30am
>> Final exam will be on Thursday, May 8, 2025

LSSC Reference and Information Services (10-week series)

This 10-week online course gives an overview of reference. Reference interview techniques, processes, and strategies are covered. The course also covers knowledge, use, and evaluation of basic reference tools and sources in all formats, basic search strategy, referral, and interlibrary loan procedures. Emphasis is placed on using this knowledge and skill to help library users locate needed information. Bibliographic and citation formats, legal issues, and ethics are also discussed. All sessions are 90-minute webinars, with homework assignments, readings, and a final exam. This course has been certified for the Library Support Staff Certification Program and is an optional course. You need not be in the LSSC Program to participate.

Trainer: Errin Levingston, Head of Reference and Brittney Russell, Reference Department

Cost: $200.00 per participant for Louisiana public library staff/ $300.00 for others

Wednesday, January 29, 2025, 9:00am – 10:30am
Wednesday, February 5, 2025, 9:00am – 10:30am
Wednesday, February 12, 2025, 9:00am – 10:30am
Wednesday, February 19, 2025, 9:00am – 10:30am
Wednesday, February 26, 2025, 9:00am – 10:30am
Wednesday, March 5, 2024, 9:00am – 10:30am
Wednesday, March 12, 2024, 9:00am – 10:30am
Wednesday, March 19, 2024, 9:00am – 10:30am
Wednesday, March 26, 2024, 9:00am – 10:30am
Wednesday, April 2, 2024, 9:00am – 10:30am
Final Exam will be Wednesday, April 9, 2024