

Archival workshops and webinars available before December 31, 2020

Please note: training covered by SHRAB funding must be focused on records (not museum artifacts).

AMERICAN ALLIANCE OF MUSEUMS (AAM)

1. Virtual Conference Recordings

https://annualmeeting.aam-us.org/aamvirtual-session-recordings/?_ga=2.21543803.1913559563.1595526003-58181721.1572879723

The #AAM virtual session recordings package is available for purchase. These sessions took place May 18 and June 1-4 as part of their first-ever virtual conference. If you didn't attend #AAM virtual, you can still engage with the content through a full-access recordings package, and join in continuing the conversation with museum professionals around the world.

What's included? You can [browse the recordings](#) on the conference platform, organized by date. When you purchase, you gain access to all of the high-quality recordings, full transcripts, and any materials that presenters shared, such as presentation slides, additional resource links, and other handouts.* You'll have access to browse, watch, and re-watch at your convenience, through December 31, 2020.

AAM members save nearly 40%! All AAM members receive access to this package of 70+ full sessions recordings for the discounted rate of \$175 (\$110 in savings). AAM members can [log in to here](#) for instructions on how to access the member discount. The session recordings package is \$285 for nonmembers. [Become a member](#) today to save.

2. Other AAM Educational Resources require AAM membership.

<https://www.aam-us.org/programs/manage-your-career/online-programs/>

Includes recorded webinars on Collections Stewardship and other educational information on topics including access, digitization, cataloging, and loans.

AMERICAN ASSOCIATION OF STATE AND LOCAL HISTORY (AASLH)

Offers webinars, online courses and workshops. Currently offering **online courses**.

<https://learn.aaslh.org/upcoming-events>

Online Courses are typically between four to six weeks long. They offer each student a chance to engage deeply with subject material over an extended period of time, all at their own pace. Keep on track with regular chats and other interactions with accessible faculty, and discuss the course material with classmates in online forums. Course topics range from archives and collections, to exhibitions and museum education. Some online courses earn one credit toward the Small Museum Pro! Certificate from AASLH.

1. Basics of Archives, Sept. 14- Oct. 18, 2020
 - \$85.00 members/\$160.00 nonmembers
2. Introduction to Financial Management, Fall 2020, Sept. 14 – Oct. 11, 2020
 - \$195.00 members/\$295.00 nonmembers

Note: AASLH also offers many museum-based webinars, but those would not be admissible for SHRAB funding

AMERICAN LIBRARY ASSOCIATION

Several of these webinars also have group rates

Planning and Management of Buildings \$400 for ALA non-members

<http://www.ala.org/educationcareers/elearning/planning-and-management-buildings>

Cultural Intelligence: A Public Library Association Webinar Series \$85.00 – 2 webinar series

Cultural Intelligence (CQ) refers to our ability to function effectively across national, ethnic, and even organizational cultural boundaries. Cultural Intelligence involves four interdependent skills: Knowledge, Motivation, Interpretation, and Behavior.

<http://www.ala.org/pla/education/onlinelearning/webinars/ondemand/cqseries>

The Thinking Person's Guide to Stress Management (PLA) \$28

- Preparing for a stressful event or day;
- Finding respite to re-energize during the workday;
- Repairing the physical and emotional damage during and after difficult times; and
- Preventing unhealthy stress with better choices.

Best Practices for Accessible and Inclusive Marketing \$59

best practices and tools to ensure that your library's marketing is accessible, inclusive and effective for all members of your community. It will review free accessibility tools for designing print and online marketing materials, as well as methods for a more inclusive approach to outreach.

Face-to-Face Presentation Skills: How to Present Like a Lion (Even if You Feel Like a Lamb) \$28

effectively create and deliver your face-to-face message to your key stakeholders. Whether it's at a local civic meeting or on a national conference stage, how you deliver your message can be just as important—and sometimes more memorable—than your actual message.

[LLAMA Webinar: Message Dissemination During a Crisis](#) \$59

an overview of a shooting incident that took place at Columbus (OH) Metropolitan Library's Main Library and how he executed his crisis communications plan. He'll share practical strategies that will help libraries develop and implement a plan and navigate the complexities of message dissemination during a crisis.

ARMA – ASSOCIATION OF RECORDS MANAGERS AND ADMINISTRATORS

ARMA INFOCON 2020:

<https://www.arma.org>

<https://www.arma.org/general/custom.asp?page=ARMAInfoCon2020Home>

October 26-30, 2020

You can choose from CORE, PLUS or Keynote & Connect. Current Early Bird pricing through August 1.

Core learning, Members: \$599/non-members \$799 – all sessions, keynotes and roundtables

Plus option: Members: \$799/non-members \$999 – all sessions, keynotes and roundtables, plus a Leadership Summit, extra workshops, and certificate

Keynotes: free

Other courses and certificate programs: <https://www.arma.org/page/topics>. Individual courses range from \$1000 - \$1500 each.

NATIONAL ASSOCIATION OF GOVERNMENT ARCHIVES AND RECORDS ADMINISTRATORS (NAGARA)

<https://www.nagara.org>

Annual conference, scheduled for this summer, was cancelled.

Local Government Archives and Records Administration Certificate Program

https://www.nagara.org/Public/Resources/LGARA_Certificate_Program/NAGARA-Custom/LGARA_Certificate_Program.aspx?hkey=e35b6145-4230-459f-899a-c28bc097f03b

upcoming webinars on records management, online training, etc.:

<https://www.nagara.org/Search?InitialText=webinars>

\$19.00 for non-members

NEDCC – NORTHEAST DOCUMENT CONSERVATION CENTER

<https://www.nedcc.org/preservation-training/training-about>

<https://www.nedcc.org/preservation-training/training-currentlist>

In addition to the upcoming and on-demand programs listed below, NEDCC can customize programs to meet the interests and training needs of your institution and region. See [About Preservation Training at NEDCC](#) for more information about customized training programs. Questions about program content? Contact info@nedcc.org or 978-470-1010.

Sample webinars of interest:

Introduction to Audio Preservation	\$45
Caring for Paper-Based Collections	\$95
Digitizing Scrapbooks	\$45
Managing Moving Image Collections	\$95
Writing Your Preservation Assistance Grant	FREE
Creating Preservation Quality Oral History Recordings	\$45
Fundamentals of AV Preservation (6 Webinar sessions)	\$395
Fundamentals of Photograph Preservation (6 Webinar sessions)	\$375

SOCIETY OF AMERICAN ARCHIVISTS (SAA)

[Describing Archives: A Content Standard \(Fundamentals\)](#)

October 13, 2020 (Zoom) | 9:00 a.m. to 5:00 p.m. CT

- Instructor Jacqueline Dean
- Instructor 2 Cory Nimer

This course WILL count towards the in-person requirement for the A&D program.

Get an in-depth introduction to the key principles, concepts, and elements of *Describing Archives: A Content Standard*, the recently revised U.S. standard for describing archival materials and their creators. Learn how to implement and incorporate DACS into workflows for accessioning, arrangement, and description through discussions and hands-on work with a variety of exercises designed to help you identify required elements and create a variety of descriptions. This course focuses on application of DACS rules and concepts, which participants can integrate into local repository processes and descriptive outputs.

[Describing Archives: Advanced](#)

October 20, 2020 (Zoom) | 9:00 a.m. to 5:00 p.m. CT

- Instructor Jacqueline Dean
- Instructor 2 Cory Nimer

Building on the introduction provided in the *Describing Archives: A Content Standard--Fundamentals* workshop, this workshop will review options for fuller description and implementation of the standard. Participants will review the optimal and added-value elements in Parts I and II of DACS, including the selection of access points. We will also consider the implications of the revised DACS principles, such as user-centered and accessible description and documenting archival interventions on descriptive practice.

[Finance Basics for Archives Managers](#) (Live Webcast) October 21, 2020 (Adobe Connect) | 2:00 p.m. to 3:30 p.m. CT

Instructor Rebekah Beaulieu

Archivists are required to have a strong command of industry best practices and content specialization. Equally vital but often overlooked is financial knowledge, which is key to confident organizational management at all levels as well as personal professional development. In this course, participants will be introduced to basic financial functions and processes, resource allocation and planning, and communication with colleagues and stakeholders regarding financial decision-making. In particular, this course will focus on daily financial management and budget-building.

1. Arrangement and Description Fundamentals

https://mysaa.archivists.org/nc_event?id=a0I0b00000ENivLAAX

October 26 and 29 - online

Early Registration Cut Off Date 8/16/2020

Instructor Pamela Hackbart-Dean

Instructor 2 Anne Ostendarp

This course introduces the basic principles, concepts, and tools that archivists use to establish both physical and intellectual control over archival records. These include developing accession records and processing work plans; identifying common arrangement schemes for certain types of collections, as well as various formats; and how to physically organize materials during processing. You will also learn the essential elements of a finding aid and the major descriptive standards that support these elements. Particular emphasis will be placed on the day-to-day decisions made in arranging and describing archival materials. You'll also participate in a set of exercises designed to emphasize the principles and concepts of arrangement and description.

Who Should Attend? New archives professionals and graduate students in archival programs who have little or no experience in the arrangement and description of archival records; it can also be taken as a refresher course for those who have not kept abreast of changing standards and practices.

What You Should Already Know: Participants are expected to have basic archival training and education.

Registration Fee: Early-Bird / Regular

SAA Member: \$299 / \$369

Employee of SAA Member Institution: \$359 / \$449
Nonmember: \$419 / \$529

2. Using ePADD in Email Archiving - online

https://mysaa.archivists.org/nc_event?id=a0l0b00000EFs1RAAT

Start Date 9/10/2020 10:00 AM-6:00 PM CDT

Early Registration Cut Off Date 8/28/2020 11:30 PM CDT

Instructor Peter Chan

This course WILL count towards the in-person requirement for the DAS program.

This class will provide participants with knowledge of contemporary developments in the area of email archiving, introduce and build familiarity with the ePADD software, and provide participants with the experience and tools to advocate for and implement ePADD at their own institutions to appraise, process, and support discovery and access for email archives.

It will include a brief lecture and discussion focused on the context and motivation for development of the software. Technical concepts will be introduced and explicated. The remainder of the class will be devoted to demonstration and hands-on exercises taking users through specific ePADD modules and functionalities.

The conclusion of the course will end with a discussion on overcoming potential implementation challenges, as well as a review of opportunities to learn more and participate more fully in the email archiving community. The workshop will be beneficial for all those with a responsibility or interest in appraising, processing and/or supporting discovery and access for email archives.

Who should attend?

Practitioners, museum professionals, and managers.

Fees: Advance / Regular

SAA Members: \$199/\$249

Nonmembers: \$279/\$349

3. Email Archiving #2107 - online

https://mysaa.archivists.org/nc_event?id=a0l0b00000EFs75AAD

- 9/30/2020 9:00 AM CDT - 10/1/2020 1:00 PM CDT
- Early Registration Cut Off Date 8/31/2020 5:00 PM CDT
- Instructor Christopher Prom
- Instructor 2 Patricia Patterson

This course WILL count towards the in-person requirement for the Digital Archives Specialist program.

Email is a story keeper and a storyteller; over 3.5 billion people currently use email, and on an average day, 281 billion messages are sent and received. Amidst the daily chatter, email evidence accumulates, and the future historian bides their time until the day when they can sift through the email archives, piecing together tomorrow's histories. To enable this future research, libraries and archives must capture, preserve, and provide access to the evidence that email holds. Yet to date, relatively few archival programs have taken that leap in a systematic way. Part of the problem is complexity. Email is not one thing, but a complicated interaction of technical subsystems for composition, transport, viewing, and storage. Archiving email involves multiple processes. Archivists must build trust with donors, appraise collections, capture them from many locations, process email records, meet privacy and legal considerations, preserve messages and attachments, and facilitate access.

Who Should Attend:

archivist practitioners, archivist managers, archivist administrators, museum professionals, records managers

What You Should Already Know:

No prior experience necessary.

Fees: Advance / Regular

SAA Members: \$199 / \$249

Employees of SAA Member Institutions: \$239 / \$299

Nonmembers: \$279 / \$349

4. SAA Webcasts for Purchase

<https://www.pathlms.com/saa/events/873>

- a. Topics of Webcasts include:
 - Preservation
 - Access
 - Records Management
 - Digital Archives
 - Administration and Management of Archives
- b. Costs range from \$89.00 to \$159.00 per webcast