

LIBRARY & INFORMATION STAFF TRAINING FACTFILE

BACKGROUND

For some time Library Schools and Information Management Departments in the UK have omitted much by way of education and learning on the subjects of **‘modern book production’** and **‘library stock maintenance’**. This essential information gap impacts on all efficient decision making processes surrounding stock selection and purchasing, editing and disposal and the preservation of valuable collections through **binding** and **rebinding**. We undertake a programme of **staff awareness training** to complement or become part of an existing training and personal development schedule.

We emphasise and focus such training on the quality of your book stock and the library binding option which plays an increasingly important role due to increasing new book prices, dwindling book funds and shorter print runs.

With Stock Maintenance Policies forming an integral part of formal written Stock Management Plans and Best Value for Money Reviews as requested by the Government, the improved knowledge about binding options will once again become fundamental to effective modern library systems

THE BINDING OPTION WILL BECOME MORE IMPORTANT

OUR TRAINING SESSIONS & WORKSHOPS ARE DESIGNED TO HELP YOU, SAVE MONEY, MAKE THE BEST INVESTMENT CHOICES TO MAXIMISE LIFE & USE OF BOOK STOCK ASSETS & TO MEET GOVERNMENT LEGISLATION

WHAT DO WE OFFER?

BINDERY VISITS

For library staff who can reach us easily, this is by far the best way to learn and see how books are bound. All binding processes from mass production library work, journal & reference binding to craft restoration will be seen in action. Binding styles and methods can be seen and discussed. Following the tour, we arrange for refreshments and host a question & answer session.



IN-LIBRARY WORKSHOPS



The advantages of these workshops are the ‘problems’ which surround you form the basis of the content. Your own books often make the best form of learning when ‘real’ questions relevant to you are answered. This question & answer period follows our talk on the categories, methods and styles of binding and this standard talk can be tailor-made to suit your exact requirements.

WEB SITE

Our Blissetts Web Site guides you to our full range of library binding services and gives useful up to date information and tips as well as an electronic discussion page. Visit the site at www.blissetts.com

FACT FILES

Similar to this document, Blissett Bookbinders' Factfiles explain about our services in a step by step approach. We have a range of these Factfiles and apart from the standard ones, we will also write them to cover any subjects specific to your needs.

BOOK REPAIR WORKSHOPS

These workshops are increasing in their popularity. We cover simple paper repairs to plastic tape removal and even the mending of broken hinges. Some time is spent on methods to reduce deterioration and what criteria to take account of when considering the binding option and of course, when rebinding may be more appropriate. WE RECOMMEND THESE WORKSHOPS.

The workshop is based on the books you bring in and our talk is followed by practical involvement by your staff. We supply all repair materials and will conduct workshops on your premises.

CHARGES

There are no customer charges made for any of Blissett Bookbinders' staff awareness training initiatives.

WHERE DO YOU BEGIN?

All the above training aids are **GREATLY ENHANCED** if we can spend some time with you prior to them being started.

In our experience the best way to begin is for our Binding Consultant to briefly address a meeting of senior library management staff.

At this meeting a short presentation will be made. From this you can gauge the value to your staff. Whether to aim it at senior staff or junior staff or both. Most importantly this will be an opportunity to assess exactly what you want us to cover in any such training sessions.

FINALLY

All presentations are concluded with some 'hand outs' and an evaluation form. This helps us to improve our performance and if we are undertaking a number of workshops in your authority/institution, the next one will take account of the comments made.

For more information on our training help, please contact us:

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