

A woman with short, styled grey hair is standing behind a dark wooden podium, speaking into a silver microphone. She is wearing a black blazer over a light yellow blouse with a large bow at the neck. Her hands are resting on the podium. The background is a deep red, textured curtain. In the foreground, the dark silhouettes of the heads of an audience are visible, looking towards the speaker.

Public Speaking Handbook

for Librarians and
Information Professionals

Sarah R. Statz

Public Speaking Handbook For Librarians And Information Professionals

**Melvil Dewey, Richard Rogers
Bowker, L. Pylodet, Charles Ammi
Cutter, Bertine Emma Weston, Karl
Brown, Helen E. Wessells**

Public Speaking Handbook For Librarians And Information Professionals:

Public Speaking Handbook for Librarians and Information Professionals Sarah R. Statz, 2010-07-27 Now more than ever librarians need good communication skills They are no longer unseen collectors classifiers and cultural guardians Information professionals are doing more public speaking at conferences in meetings classes book talks and countless other situations but many of them dislike even fear the thought of getting up in front of a group of people and giving a presentation Librarians and other information professionals can find in this work help in overcoming their hesitation Part one offers basic principles for better speech preparation and delivery discussing such topics as the importance of good listening skills to being a good speaker doing the necessary research beforehand applying organizational skills to a presentation engaging an audience practicing a presentation before actually giving it and putting oneself at ease among others Part Two discusses the specific situations in which librarians often have to communicate including interviews interpersonal communication library instruction meetings and presentations to large groups

Public speaking handbook for librarians and information professionals, 2003 *The LITA Guide to No- or Low-Cost Technology Tools for Libraries* Breanne A. Kirsch, 2018-02-13 The LITA Guide to No or Low Cost Technology Tools for Libraries provides a practical guide on how to find and use technology tools for a variety of purposes in libraries and more broadly in education Each topic showcases two technology tools in detail and discusses additional tools and provides examples of how librarians or educators are using them in libraries and schools Types of tools covered are Video creation tools such as PowToon and Animaker can be used to create animated videos to tell patrons about a new service or teach students about search strategies Screencasts includes tools like Jing or Screencast O Matic which can be used to show how to use a new library database or service Collaboration tools including tools such as Padlet or Lino It can be used for student collaboration or teamwork with colleagues and sharing project ideas quickly and easily Assessment tools such as Quizizz and Kahoot allow for gamified assessment of student or patron knowledge

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