

**FSCS PROFESSIONAL DEVELOPMENT CONFERENCE, 2003**

***DO IT BY THE NUMBERS***

**December 7-10, 2003**

**Westin Grand Hotel, Washington, DC**

**Sunday, December 7**

- 1:00 Registration of new State Data Coordinators
- 2:00 Welcome and Introductions Carolyn Ashcraft  
A Year in the Life of an SDC:  
job descriptions, conference packet, etc. Patience Frederiksen  
Role of NCES/NCLIS/ALA/COSLA/Census/IMLS Bob Molyneux  
History of FSCS Keith Lance
- 3:00 WinPLUS Training with review of manual and time for hands on Census Staff  
*for new SDCs and others seeking a refresher*
- 5:30 Reception, T-shirt extravaganza, meet your mentor

**Monday, December 8**

- 8:00 Registration
- 8:45 Welcome and introductions Carolyn Ashcraft  
New SDCs  
Partners:  
NCES Jeffrey Owings / Jeffrey Williams  
NCLIS  
Census Patricia O'Shea  
IMLS Mary Chute  
ALA  
COSLA J.D. Waggoner
- 9:15 Calling Dr. Data, or The 10 Commandments Bob Molyneux  
of Public Library Data
- 10:15 break

10:30 Concurrent session I: *What do I do with my data now that I have it?*

<p><b>Hands on with WinPLUS</b>          Census staff will offer practical hints for importing data, handling edit checks, and any other thorny situations you may have encountered.</p>	
<p><b>Data analysis and presentation</b>          Alan Zimmerman (WI) will offer tips and tricks for creating charts and graphs using MS Excel, and Cynthia Jo Ramsey (Census) will provide an overview of MS Access and discuss the most appropriate situations for using this software applicaton.</p>	
<p><b>Practical principles of web-based design</b>          Cheryl Kirkpatrick of the South Carolina State Library will discuss how to talk to your webmaster and make your data useful and meet various standards.</p>	

11:30 break

11:45 Awards ceremony – Keppel, Eckard.

FSCS Steering Committee

12:30 LUNCH on your own

2:00 Steering Committee candidates forum – Ann Reed (OR),  
 Gerry Rowland (IO), Dianne Carty (MA), and Lynn Shurden (MS)

2:45 Review of recently passed data elements

Keith Lance

3:45 break

4:00 Concurrent session II

<p><b>Hands on with WinPLUS</b>          Census staff will offer practical hints for importing data, handling edit checks, and any other thorny situations you may have encountered.</p>	
<p><b>Using the NCES redesigned web site and tools</b>          Martha Reifschneider (Sierra Systems/NCES) will provide informal help and demonstrate the redesigned web site and tools, and would like your feedback on how easy the site is to use.</p>	
<p><b>Practical principles of web-based design</b>          Cheryl Kirkpatrick of the South Carolina State Library will discuss how to talk to your webmaster and make your data useful and meet various standards.</p>	

5:00 Sign up for dinner

**Tuesday, December 9**

9:00 Introduction of proposed new data elements

Keith Lance

10:00 break, including time to endorse data element proposals

10:15 Concurrent session III: *What else can I do with the data?*

<b>Eckard Award Winning Websites</b> The Eckard Award winning websites will be reviewed and site development issues will be discussed.	
<b>I know it when I smell it</b> “Dr. Data” - Bob Molyneux (NCLIS) - will discuss how to recognize good and bad data.	
<b>GeoLib's new Public Library Geographic Database (PLGDB) --how to mine and map the data</b> Christie Koontz and Dean K. Jue of Florida State University will demonstrate their new PLGDB Web application. This program taps into census and library use data and includes features such as mapping, exporting data to your desktop, answering "what if" questions, and developing data sets for reports. CD ROMs with help material will be distributed. The presenters have requested SDC feedback to assist them in product refinement and future development.	

11:15 break

11:30 Data elements discussion, cont'd

Keith Lance

12:30 WORKING LUNCH

*The view from COSLA, or  
Peering into The Abyss*

J.D. Waggoner, State Librarian (WV)

2:00 Mentor discussion sessions - *Discussion questions attached*

<b>Mentor groups:</b>	
Keith Lance / Patience Frederiksen – AZ, MT, NE, NM, NV, WY, CA, HI, ID, OR, UT, WA	
Darla Cottrill / Fred Neighbors – DC, Territories, Puerto Rico, FL, GA, IN, KY, TN, WV	
Marianne Kotch / Alan Zimmerman – CT, MA, ME, NH, NY, RI, IA, IL, MI, MN, ND, SD	
Libby Law / Carolyn Ashcraft – DE, MD, NC, NJ, PA, VA, KS, LA, MO, MS, OK, TX	

3:00 Mentor session feedback

3:15 break

3:30 Concurrent session IV

<b>Eckard Award Winning Websites</b> The Eckard Award winning websites will be reviewed and site development issues will be discussed.	
<b>I know it when I smell it</b> “Dr. Data” - Bob Molyneux (NCLIS) - will discuss how to recognize good and bad data.	
<b>GeoLib's new Public Library Geographic Database (PLGDB) --how to mine and map the data</b> Christie Koontz and Dean K. Jue of Florida State University will demonstrate their new PLGDB Web application. This program taps into census and library use data and includes features such as mapping, exporting data to your desktop, answering "what if" questions, and developing data sets for reports. CD ROMs with help material will be distributed. The presenters have requested SDC feedback to assist them in product refinement and future development.	.

4:30 Sign up for dinner

### **Wednesday, December 10**

9:00 Closed caucus for SDCs

FSCS Steering Committee

9:30 SDC Business Meeting

FSCS Steering Committee

- Election results
- Final updates/reminders
- Pluses and minuses

11:30 Adjourn

*See you next year - December 5-8, 2004!*

noon FSCS Steering Committee lunch and transition meeting

1:30 FSCS Steering Comm. Subcommittee meetings I (Conference & Data Collection)

3:00 FSCS Steering Comm. Subcommittee meetings II (Data Elements & Data Use)

4:30 FSCS Steering Comm. Subcommittee reports and general discussion

5:00 Adjourn

## MENTOR SESSION DISCUSSION QUESTIONS

1. Are these tough economic times impacting your job and your agency? Are state and local budget cuts affecting your ability to collect and analyze data? What are you hearing from local libraries?
2. Have you collected any of the 2003 data elements? What are your experiences?
3. Do you anticipate any problems with the upcoming 2004 data submission? What kind of help do you think you'll need to get past those problems?
4. How did the 2003 data submission go? What software do you use? Will this change?
5. In 2005, we will be asked to identify each library's fiscal year. Do you already collect this data?
6. Is the mentor structure helpful to you? How can we make it more helpful?
7. Reminders:
  - If a library doesn't report any data, don't eliminate it if it hasn't closed. Use "-1" in all applicable fields
  - "-1" should be used in cases when the information exists but you don't know what it is
  - Use "-3" *only* for libraries with no phone or no web address, or when a books-by-mail or bookmobile-only library has no square footage
  - Run final edit checks through WinPLUS before submitting data, regardless of software such as Bibliostat
  - This year, due to the number of changes, everyone will have to download and install new WinPLUS software rather than simply upgrading it
  - Make sure to include vacant positions when counting staff FTEs
  - Review interlibrary relationship code definition if you're not sure