

**UNIVERSITY OF PITTSBURGH
SCHOOL OF INFORMATION SCIENCES**

**PROFESSIONAL DEVELOPMENT OPPORTUNITIES
SUMMER 2002 WORKSHOP SERIES**

**SIS is an Approved Pennsylvania Department
of Education Act 48 Provider**

**Cataloging Electronic Resources Nancy
Olson July 29-30-31 Cost: \$299**

A 3-day workshop on cataloging electronic resources, both direct (1-day) and remote access (2-day) items. Remote access serials and monographs, as well as the "in-between" items will be covered. Participants are invited to bring problems and/or printouts of items to be cataloged. Participants must have some cataloging experience, and each must bring a copy of AACR2 (1998 edition) and its Amendments 2001.

HTML Essentials

**Amanda Mottorn - Palinet
Available On-line: July 17-31
Cost: \$125**

Learn HTML introduction tags: required tags, headings, paragraphs, lists, preformatted text, physical styles, forced line breaks, and horizontal rules. Learn how to link text and images. Learn how to use color for text and backgrounds. Use various web forms for creating surveys and create menus, check boxes and radio buttons to enhance your library's website. Each section will include practice exercises as well as creating a web page incorporating all techniques.

I wish to register for:

_____ Cataloging Electronic Resources (\$299)

_____ HTML Essentials (Online Only) (\$125)

(OVER)

To register, please return the Enrollment Form with full payment or VISA/MASTERCARD information. Please make check/money order payable to the "**University of Pittsburgh**." The University reserves the right to cancel any program that lacks sufficient enrollment and all payments will be returned.

Name _____

Street _____

City/State/Zip Code _____

Agency _____

Social Security Number _____

Home Phone () _____

Office Phone () _____

e-mail address _____

No. of Workshops _____ Amount Enclosed \$ _____

_____ CHECK/MONEY ORDER (MAKE PAYABLE TO "**THE UNIVERSITY OF PITTSBURGH**")

_____ AGENCY BILLING (PLEASE SEND PURCHASE ORDER OR LETTER OF AUTHORIZATION WITH YOUR REGISTRATION)

_____ Personal VISA/MASTERCARD (Phone, Fax or mail registration)

_____ Agency VISA/MASTERCARD (Phone, Fax or mail registration)

Account Number: _____

Expiration Date: _____

Signature: _____

Deadlines for registration and payment is three weeks before start of each workshop. **Register early; space is limited.**

Mail Enrollment Form and Payment to:

Joyce Mitchell
School of Information Sciences
University of Pittsburgh
505 IS Building
135 N. Bellefield Avenue
Pittsburgh, PA 15260

For further information, contact Joyce Mitchell at (412) 624-9460 or via e-mail at mitchell@mail.sis.pitt.edu

TRANSPORTATION AND HOUSING

Pittsburgh, served by major airlines (USAIRWAYS hub), Greyhound Bus Lines and Amtrak, is 10 miles from the Pennsylvania Turnpike, and is convenient to Interstates 70 and 79. Shuttle service is available from the airport and takes approximately 30 minutes. Local bus service, taxis, and car rentals are available.

ADA COMPLIANCE

Do you have a disability that will require accommodation under the terms of ADA/50-4? Please request these accommodations three weeks before workshop.

Housing:

See web site:

CANCELLATION POLICY:

To change a class or cancel and receive a refund, you must notify us in writing at least five business days before your scheduled class. With notice of fewer than five business days, the fee is due in full. Another person may take your place at any time before the class begins. Please call to notify us of substitutions. Refunds are subject to a \$20 processing fee. If we have to cancel a class, you will receive a full refund.

