Getting to Know You!

Rate Your Expertise	What is your role?	What is your library type?
This is new to me	Library Staff	City
I'm familiar, but want to know more	Library Director/Administrator	County
I need a refresher	Trustee	Joint City-County
I could teach this topic	Other	Multi-jurisdictional Service District
		Independent Library District
		School/Public

ASPeN: CE and Pro Tips!

INSTITUTE of Museum and Library SERVICES

Pathfinder Federation
September 2024

Today's Agenda

What are your CE goals?

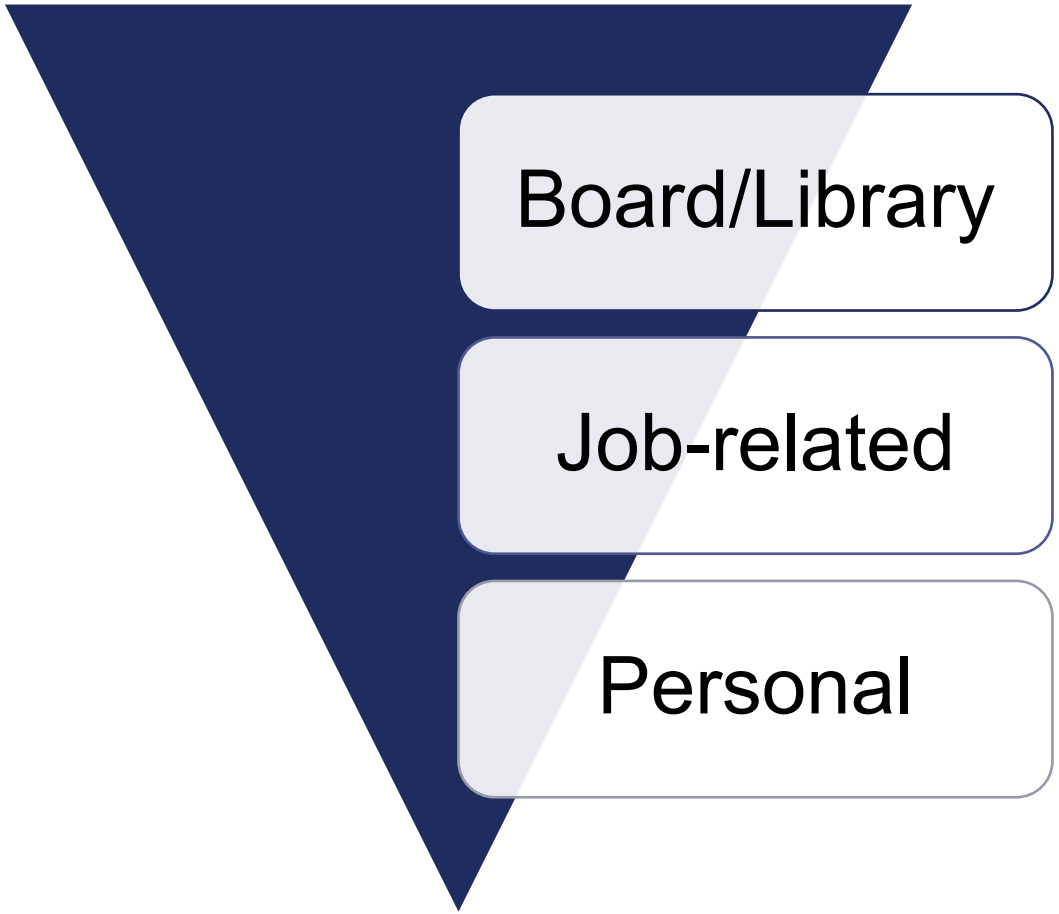
ASPeN Scavenger Hunt

Q&A

What are your continuing education goals?

Motivation

- Who benefits from your learning?



Certification Can Get You There

Become a library director

Provide new or innovative programming to our patrons

Help my co-workers learn new things

Learn new things that could help me advance to a new position

Learn new things that will help me in my current role

Certification Tracks

Staff Track	Optional	
	60 credits	5 credits in each category 40 elective credits
	4 years to complete	
Trustee Track	Optional	
	15 Credits	10 credits in Library Administration 5 elective credits
	4 years to complete	
Initial Library Administrator	Required for Library Directors	
	60 Credits	30 credits in Library Administration 30 elective credits
	4 years to complete after initial hire date	
Library Administrator Renewal	Required for Library Directors	
	60 Elective Credits	
	4 years to complete after initial certificate	

MSL Certification

Continuing Education Categories

Library Administration

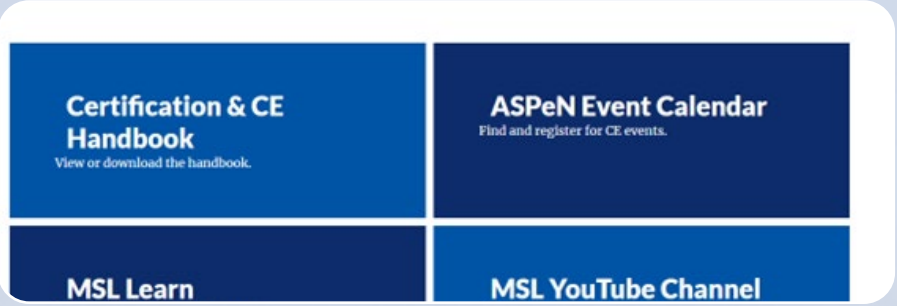
Collection Management and Technical Services

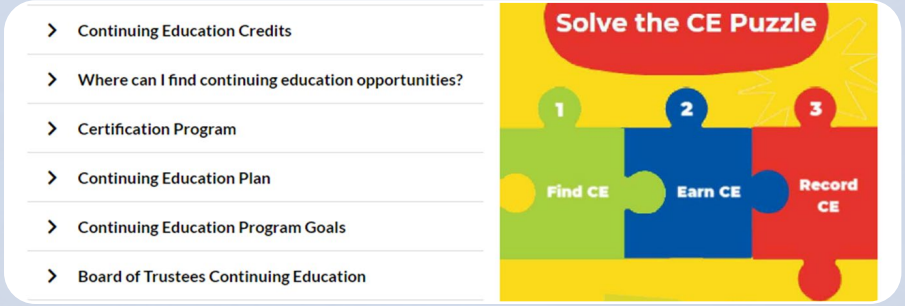
Library Services to the Public

Technology

MSL Certification

Make a Plan

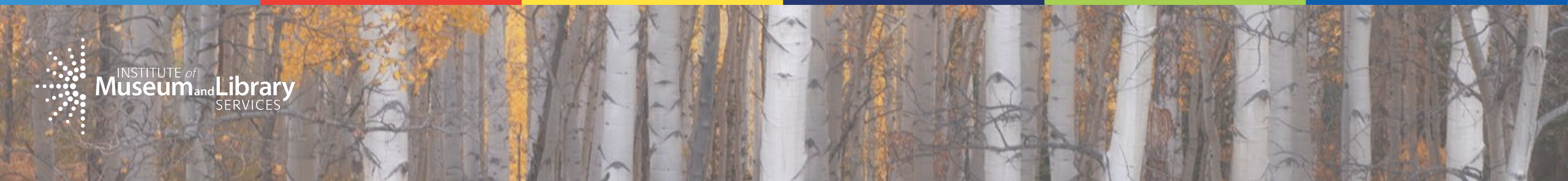




Planning Template

Resources and Help

ASPeN



INSTITUTE of Museum and Library SERVICES

Update Overview

Some subtle but important changes!

Login/Authentication

- OKTA

Accessibility

- Colors
- Contrast
- Menus
- Calendar Format

Support

- Tickets
- Knowledge Base

Scavenger Hunt

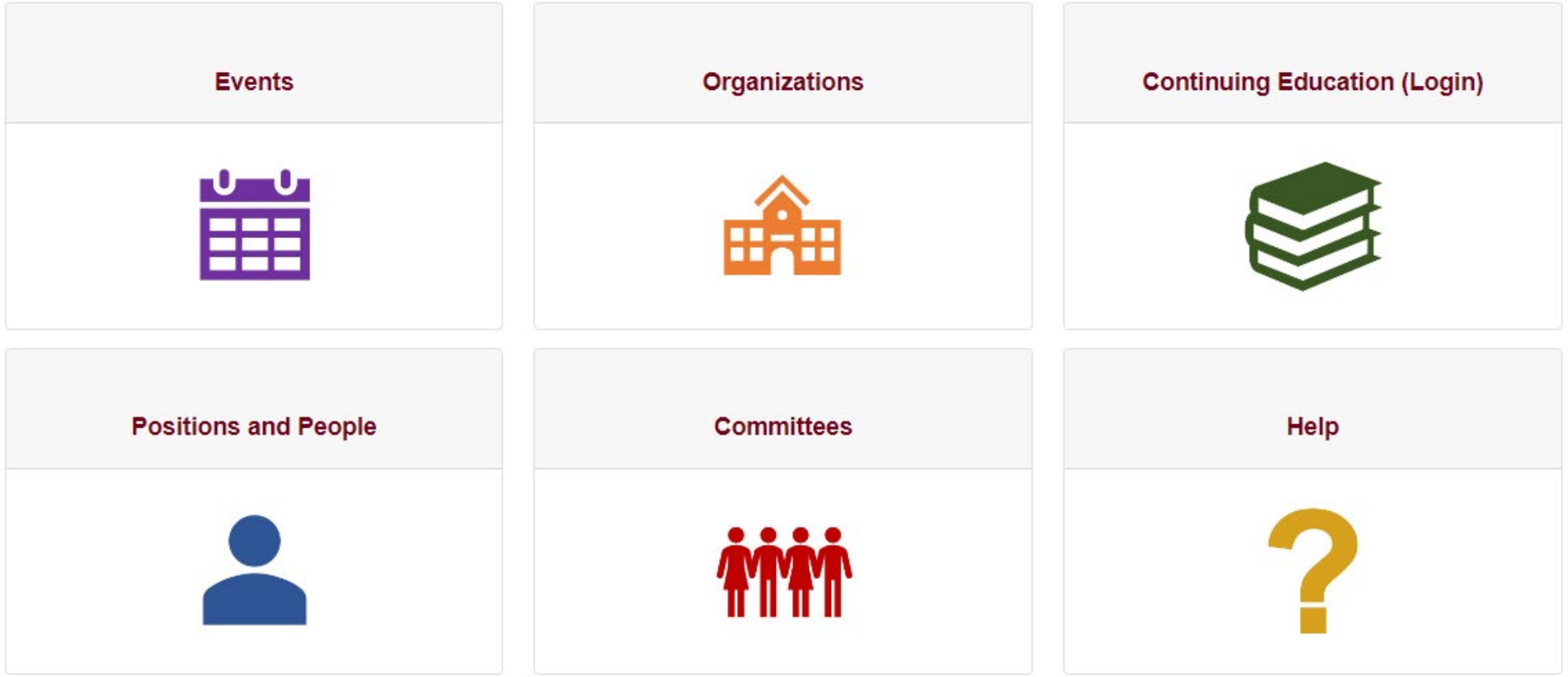
Find ASPeN from the MSL Webpage
Search for a library that isn't yours
Find your library
Find the event calendar
Find an event in the future
Register for an upcoming webinar
Find an event in the past
View a resource from a past event
Find yourself
Check your certification track and continuing education credits
Download a spreadsheet of your CE credits
Find a library director
Download a spreadsheet of library directors

Scavenger Hunt Results

Login Required	No Login Required

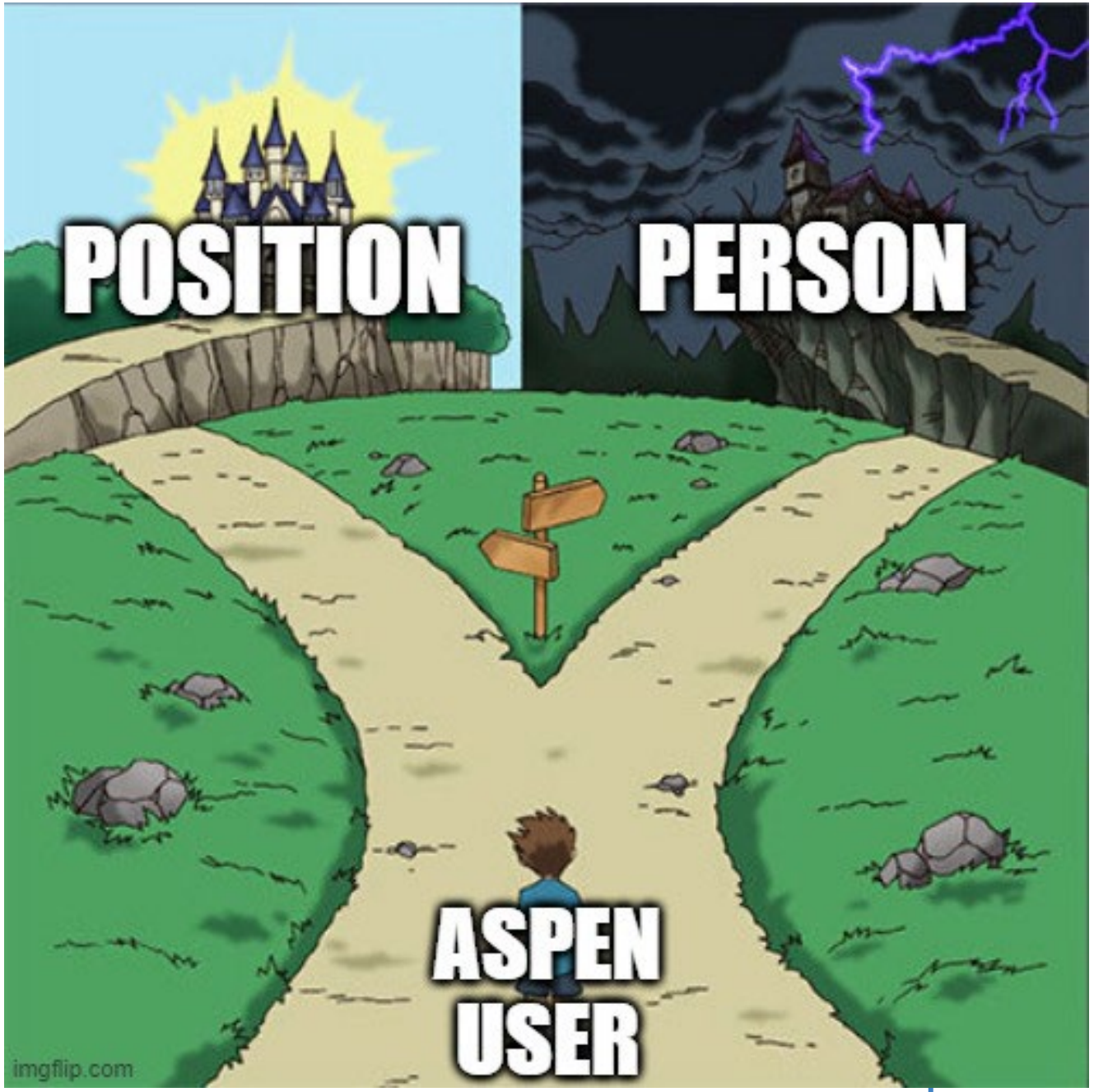
Pro Tip #1

Most actions within ASPeN do *not* require a login.

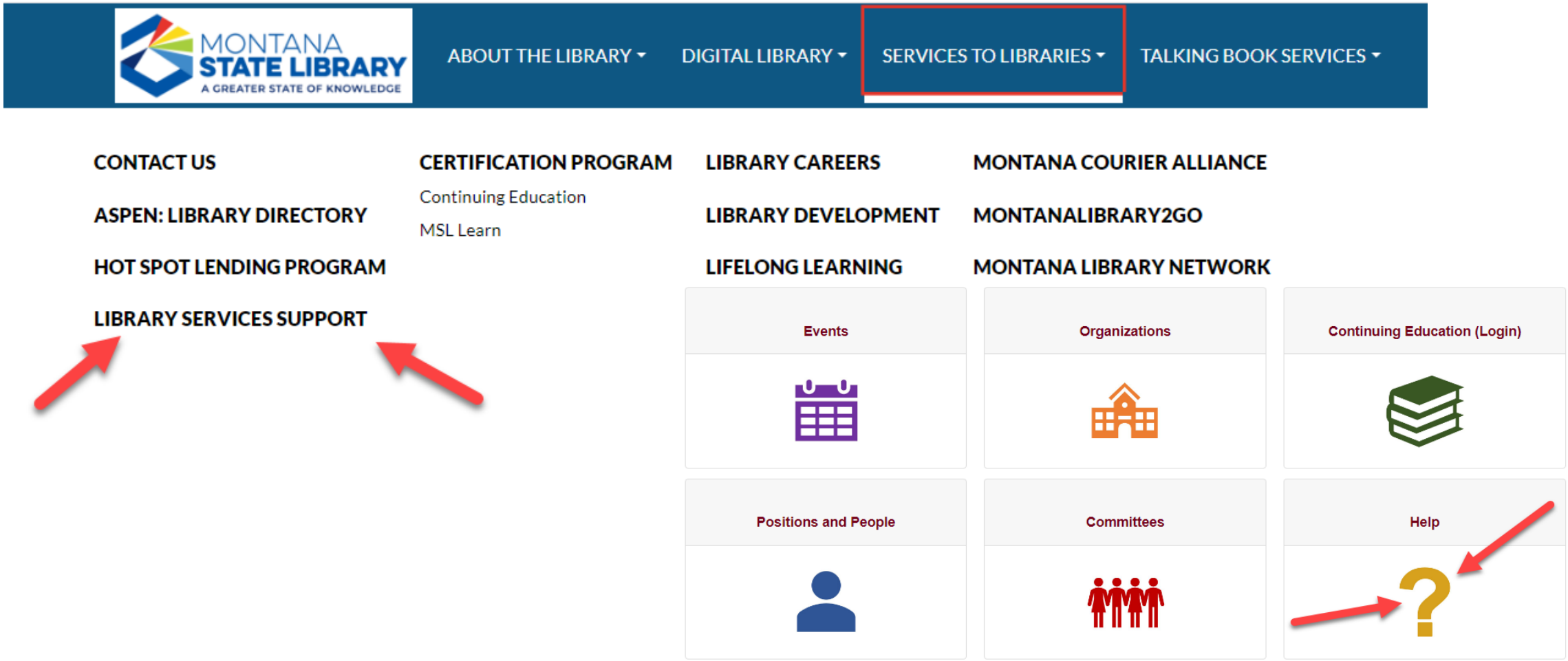


Pro Tip #2

- Know the difference between Position and Person.



Help Tickets



Questions?

MSL Evaluation Survey

https://forms.office.com/g/ffUuzbA8gn

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MONTANA STATE LIBRARY
A GREATER STATE OF KNOWLEDGE

"This project was made possible in part by the Institute of Museum and Library Services."