

# training news



The University of Tennessee, Knoxville Libraries' *Training News* has been an effective tool for our library staff, School of Information Science and others for many years, and it is still one of the best ways to inform and motivate library staff. Desktop publishing has provided tremendous possibilities for shaping and packaging our training newsletter. There has always been a wide range of news articles featured in this publication. We now have the ability to digitalize pictures in-house, especially of staff and their work areas. We have added a personalized touch to introduce staff to one another.

*Training News* is published bi-monthly and is a collaborative effort of the Training Librarian, Thura Mack, and the Systems Librarian/Coordinator, David Ratledge. This joint commitment provides balanced coverage of technical and other issues facing libraries.

Goals of the training newsletter:

- provide news that is relevant to all University Libraries staff
- include staff in the creation of the newsletter by inviting them to submit articles
- identify and provide information on training needs

The Newsletter provides tips, how-to articles, expert advice, and staff training and program details. Staff achievements and kudos help to keep the newsletter a popular communication tool. Because not all staff members have a desktop computer, a printed copy of the newsletter is sent to everyone. The Training Librarian keeps an archive of back issues.

More information about Library Training and Staff Development is available on the Training web site at: [www.lib.utk.edu/~training/LibraryTraining/Training.html](http://www.lib.utk.edu/~training/LibraryTraining/Training.html) .