



**NATIONAL CONTINUING
EDUCATION PROGRAM
NOTICE FOR NSW MEMBERS**

Reminder

TIME MANAGEMENT

1 JULY 1983

SCHOOL OF LIBRARIANSHIP
UNIVERSITY OF NSW, KENSINGTON

This course has been designed to demonstrate how individuals can use their work time more productively and less stressfully by adopting and applying the principles and techniques of time management.

It will assist participants to analyse, plan and monitor the way that they use their work time; and introduce techniques for dealing with specific time management problems.

It will be useful to all those who consider that they have too much to do in too little time.

For further information, enquiries about late registration

Contact: Marilyn Bryce,
LAA Office
(02) 692 9233



**NATIONAL CONTINUING
EDUCATION PROGRAM
NOTICE FOR VICTORIAN
MEMBERS
MANAGING PEOPLE AT WORK**

5-6 AUGUST 1983

CARRINGBUSH REGIONAL LIBRARY
415 CHURCH STREET, RICHMOND VIC

This course concentrates on aspects of work which involve personal contact between managers or supervisors and other staff. It examines the managerial skills needed in training, evaluating, counselling and disciplining staff; and demonstrates techniques for handling these responsibilities.

The course will be useful to anyone who:

- spends a significant amount of time directly supervising other people at work.
- is interested in management styles and their impact on staff.

For further information, programs, registration forms,

Contact: Jim Badger, Footscray
College of TAFE.
(03) 688 3400

Register by 25th July 1983

LAA-NZLA Conference 1984

27-31 August.
BRISBANE, AUSTRALIA

A royal beginning

HRH the Princess of Wales is unveiling a plaque at ACT's first joint-use library, the Erindale Centre Library. The library was officially opened by the Prince and Princess of Wales on 25 March 1983. The City Librarian, David Barron, is seen on the right of the Princess.



LAA Publications

To obtain an up-to-date list and order form for LAA publications, contact Gordon Bain on (02) 692 9233. All LAA publications are available through Bennetts and Mannings.

Seminar on effective management

EFFECTIVE MANAGEMENT: Positive Communications, Human Relations and Career Planning is the theme of a national two-day seminar to be held in Canberra on July 7 and 8, and conducted by Susan McPhee and Graham Andrewartha of Impact Communications Consultants, Adelaide.

Ms McPhee is well-known for the Women in Organisations workshops she has conducted for the South Australian Technical and Further Education Department, and she was a speaker at the Biennial Conference of the Library Association of Australia.

The aim of the July seminar is much broader, however, and is intended for both men and women. Techniques for effective management to be stressed include problem-solving models, maximising motivational potential, subtle level communication, self-enhancement, and presenting with positive persuasion. Career planning as part of a total life perspective will also be emphasised.

Susan McPhee is a registered teacher and psychologist in South Australia, and has worked as a communications and learning consultant to numerous agencies, including the Department of Education and the Depart-

ment of Community Welfare. Graham Andrewartha is a registered psychologist and qualified social worker. Both are members of the Institute of Private Practising Psychologists and the International Transactional Analysis Association. They have worked as a team in developing staff training programmes for Myer Department Stores and Coca-Cola.

Enrolment fee for the Conference is \$100, which includes lunch and morning and afternoon tea. LAA members may enrol at the discounted fee of \$75, as the seminar is sponsored by the University and College Library Section and the Special Libraries Section of the Library Association of Australia, ACT Branch.

Information and enrolment forms are available from Ms Dagmar Parer, (062) 52 2972, Centre for Library and Information Studies, Canberra College of Advanced Education P.O. Box 1, Belconnen, ACT 2616. Deadline for enrolments is Monday, June 27.

For more information, contact: Dr Nancy D. Lane, Centre for Library & Information Studies, Canberra College of Advanced Education. Ph. (062) 52 2647.

**US Visiting
Scholar Program**

AUSTRALIAN LIBRARIANS and information scientists have been invited to apply for the Visiting Scholar Program of the Rosary College of River Forest, Illinois.

It is an extended international professional education program offered by the Graduate School of Library and Information Science.

No more than two visiting scholars will be accepted each academic year and the program is for one or two semesters. The visiting scholar will be provided with study space, will have free use of the library, a/v laboratory and computer facilities and may attend any class at the Graduate School.

Applicants must be librarians or information scientists with a professional degree and employed in a professional position. They must be recommended by an institution or professional organisation.

To obtain further information contact Dr Richard Tze-chung Li, Dean, Graduate School of Library & Information Science, Rosary College, 7900 W. Division Street, River Forest, Illinois 60305, USA.

Award to Rodney Hall

RODNEY HALL was announced winner of the 1982 Miles Franklin Award at a function held in the Galleries, State Library of New South Wales, on Tuesday, May 17 1983.

The 48-year-old writer's novel, *Just Relations*, was the judges' unanimous choice for the Award, presented annually for 'the novel of the highest literary merit and showing Australian life in all its phases'.

The Miles Franklin Award was established under the terms of Miles Franklin's will following her death in 1954. First presented in 1957 to Patrick White for the novel *Voss*, it has become Australia's most prestigious literary award. Other winners have included David Ireland, Thea Astley, Xavier Herbert, Jessica Anderson and Thomas Keneally.

The prize-winning novel and other entries for 1982 are on display in the vestibule, State Library of New South Wales, Macquarie Street, Sydney. Upstairs in the Galleries, previous years' winning novels may be seen along with an exhibition of letters, diaries, manuscripts and photographs documenting the life and work of Miles Franklin.

Anne Wilson
Publicity Officer
State Library of NSW