



**Département des services à la recherche
Service commun de la documentation**

1st Erasmus European Library and Documentation Staff Week on support and training for researchers, training staff, Master and PhD students in Europe

Hosting Higher Education Institution :

Toulouse Capitole University, Libraries and Documentation Service, Research Support Department
Toulouse, France

Language :

English

(other languages spoken in our staff : French, Spanish)

Dates :

16th – 20th October 2017

Maximum number of participants :

16

Deadline for applying :

20th July 2017

Accommodation :

Accommodation not provided (assistance on demand)

Registration Form :

<https://framaforms.org/library-staff-week-ut1-capitole-1491830410>

Contact person details :

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*UT1 Capitole – Direction des bibliothèques / Département des services à la recherche –
Library Staff Week –
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Description and programme

It is our pleasure to invite Library Staff to the 1st International Library Staff Week at Toulouse Capitole University (France), which will take place from 16th to 20th October 2017.

This event, organized by the University Libraries Research Support Department, aims to bring together library staff from our university and partner institutions in order to share experience and good practices in Library training and support for researchers, teaching staff, Master and PhD students.

The programme will include :

- 1/ A welcome meeting to Toulouse Capitole University
- 2/ Visits and presentations of Toulouse Capitole University Libraries and services
- 3/ Presentations and collaborative workshops on topics related to Library training and support for researchers, teaching staff and Master and PhD students.
- 4/ Extra activities for our guests such as a touristic guided tour of Toulouse city and a gourmet dinner in one of the city's best restaurants.

Participants will be invited to indicate their favourite topics (a list will be proposed to them in the registration form) and to prepare concise presentations of their institution's activities and lessons learnt.

Preliminary Programme

Monday 16th October 2017

9h00-10h30: Arrival and Welcome to Toulouse Capitole University / Registration / Coffee
10h30-12h30: Welcome & Icebreaking Session : hosting department staff and group members presentations / Toulouse Capitole University and Libraries international strategy presentation
12h30-14h00: Welcome Buffet
14h00-16h00: University Libraries and Research Support Department presentation
16h00-17h00: Manufacture Library tour

Tuesday 17th October 2017

9h30-10h45: workshop 1 – session 1
10h45 – 11h15: Coffee break
11h45-12h30: workshop 1 – session 2
12h30-14h00: lunch at Brasserie Riquet
14h00-17h00: Arsenal Library and Garrigou Library tour

Wednesday 18th October 2017

9h30-10h45: Library Services Overview (Digital Library & Services)
10h45 – 11h15: Coffee break
11h15-12h30: Library Services Overview (Digital Library & Services)
12h30-14h00: free time for lunch

14h00-17h00: Toulouse City guided tour

Thursday 19th October 2017

9h30-10h45: workshop 2 – session 1

10h45 – 11h15: Coffee break

11h15-12h30: workshop 2 – session 2

12h30-14h00: free time for lunch

14h00-17h00: Library Services Overview (Services and Training for Students)

19h30: gourmet dinner

Friday 20th October 2017

9h00-10h15: workshop 3 – session 1

10h15 - 10h45 : Coffee break

10h45 -12h00 : workshop 3 – session 2

12h00 -12h30 : closing session of the workshops & staff week . Panel discussion on Legislation and Open Access to Information in Europe.

12h30-14h00: farewell buffet / end of the staff week