

Guidelines for CE Postings to the WLA Calendar

Approved by the WLA Board, April 19, 2006

General Guidelines

The Washington Library Association supports Continuing Education (CE) programs and workshops, and encourages the use of the WLA Web site as an information and CE marketing tool. To make sure we are providing the most appropriate and relevant information with regards to CE opportunities for our members and all who access the WLA Web site, the following guidelines have been established when deciding whether or not to post to the calendar on the WLA website.

The primary focus of the calendar is to provide easy access to information on WLA sponsored meetings, conferences, workshops, etc., and as a planning tool for future events. Any CE events should be related to some aspect of library related work, and may include conferences, workshops, or other training events held in Washington state, or the Pacific Northwest. National conferences, workshops, and promo events (such as National Library Week), may be included if they are of interest to a broad library audience, such as those sponsored by ALA, SLA, or other national library associations. The calendar may also include any WLA sponsored meetings, such as Board meetings and Interest Group meetings.

Postings may be submitted by going to the Calendar and clicking on "Submit an Event." The message will be previewed by the CE Coordinator before going live. Any submittals that do not meet the guidelines will not be posted. The CE Coordinator will have administrative access to the Calendar.

Disclaimer: Postings on the WLA listserv or calendar do not imply that WLA is endorsing a particular workshop, but rather that WLA has agreed that the workshop may be of interest to its member, and has approved its posting.