

Laura E Anderson Brack

11229 N. Sashing Way, Monrovia IN 46157 * Phone: (317) 513-1566 * Email: LauraEBrack@gmail.com

TEACHING & INSTRUCTION

Plainfield Guilford-Township Public Library, Plainfield, IN

May 2007 - current

Public Instruction

- Introductory Computer Skills, including:
 - Introduction to Computers & Windows (2003 & 2010)
 - Introduction to the Internet
 - Introduction to Email (Yahoo, Gmail, GMX, general skills & etiquette)
 - Introduction to Microsoft Word (2003 & 2010)
 - Introductory Computer Skills for Senior Citizens
- Job-Seeker Assistance/skills, including:
 - Creating a Resume in Microsoft Word 2003 and 2010
 - Creating a Resume Using Cypress Resume Software
 - Job-Hunting Online
 - Using Reference USA Database
- Various one-on-one technology assistance with children, teens, and adults, as needed

Staff Instruction

- Library Software & Services Skills, including:
 - Basic Evergreen Indiana skills
 - Evanced Events Calendar event creation and registration skills
 - OverDrive basics (TLEU-approved by the Indiana State Library)
 - OverDrive advanced topics
 - Freegal basics (TLEU-approved by the Indiana State Library)
 - Gmail basic & advanced skills for library staff (TLEU-approved by the Indiana State Library)
- Various one-on-one technology assistance, as needed

Indianapolis Urban League, Indianapolis, IN

May 2006-Nov 2006

Public Instruction

- Provided technology assistance to 15-25 teens during a summer technology program for minority girls
- Provided technology/job-searching assistance to visitors to the Urban League

Conference Presentations

“Phones, Pads, eReaders, & Tablets: Keeping Kids Connected to the Library” at the 2012 ALSC National Institute. *September, 2012.*

“Phones, Pads, eReaders & Players: Touring Technology by the Tips of Your Fingers” at the 2011 ILF Annual Conference. *November, 2011.*

“Phones, Pads, and Players: What Can Libraries Put on Them?” at the IOLUG Spring 2011 Conference. *May, 2011.*

EMPLOYMENT HISTORY

Plainfield Guilford-Township Public Library, Plainfield, IN

Jan 2014-current

Innovative Technology Manager

- Manage all library technology
- Research, purchase, and implement all technology within the library
- Maintain the library’s web presence in the form of the website and social media networks
- Provide public and staff technology training ranging from introductory technology skills to library technology resources
- Design, create, and maintain digital signage within the library
- Design and create digital images and videos for the library’s web presence
- Assist with library programming, marketing and advocacy

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Innovative Technology Coordinator

Oct 2011-Dec 2013

- Provide technology training to library staff and public of varying ages ranging from introductory technology skills to library technology resources
- Maintain the library's website and social media networks
- Assist with the maintenance of some of the library's technology resources (i.e. Evanced products, FireSign, PCReservation, Print Release, OverDrive, etc.)
- Design and create some graphics and publications
- Assist with community awareness and outreach endeavors
- Man the information/circulation desk to fulfill patron requests and queries

Webmaster & Information Services Assistant Librarian

July 2009-Oct 2011

- Redesign the library's website
- Maintain the existing website
- Keep up with technical, Web 2.0 and Library 2.0 trends
- Provide technical training and assistance to staff and patrons
- Man information and reference desks to fulfill patron requests and questions

Information Services Assistant Librarian

Jan 2009-Jul 2009

- Provide basic computer training to public and staff
- Keep up with technical, Web2.0 and Library 2.0 trends
- Man information and reference desks to fulfill patron requests and questions

Adult/Young Adult Services

Aug 2008-Dec 2008

Assistant Librarian, Adult Programmer

- Provide programs for Plainfield adults
- Assist with teen programs as needed
- Man reference desk to fulfill patron requests and questions

Adult/Young Adult Services

May 2007-Aug 2008

Library Assistant III, Interlibrary Loan Specialist

- Process all interlibrary loan requests, both incoming and outgoing
- Upkeep of periodicals to increase circulation
- Man reference desk to fulfill patron requests and questions

Adult/Young Adult Services

May 2002-Oct 2005

Library Assistant/Substitute

- Man reference desk to fulfill patron requests and questions
- Substitute for and assist employees in AYAS and Children's departments
- Assist with teen programs as needed

Adult/Young Adult Services Page

June 1999-May 2002

- Shelve books and other non-fiction and reference materials

Various Locations

Library Technology Consultant & Instructor

July 2013-current

- Assist in making technology decisions that best suit libraries' circumstances
- Provide consultation with website design, graphic design, and technology implementation
- Perform TLEU-approved public and staff technology training on location

Buffalo Wild Wings, Plainfield, IN

May 2004-Aug 2009

Indianapolis Urban League, Indianapolis, IN

May 2006-Nov 2006

IT Assistant/Intern

- Assist Urban League patrons and employees with computer and technical issues
- Assistant teacher for girls' summer technology camp
- Assist in teaching computer and work-placement classes
- Produce and edit various publications

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ACADEMIC TRAINING

- Indiana University, School of Library & Information Science, Indpls, IN – currently enrolled
 - Master of Library Science & Technology Management
- Indiana University, School of Informatics, Indpls, IN – May 2006
 - Bachelor of Science in Informatics, New Media cognate
 - Dean's List, GPA 3.79/4.00

AWARDS, HONORS AND ACTIVITIES

Indiana State approved Technology Library Education Unit Instructor	Fall 2011
Winner of the Evanced Solutions “We Love Evanced” video competition	Spring 2010
Informatics Women’s Organization (Charter member, treasurer)	May 2003-May 2005
Logo design winner for Informatics Women’s Organization	
School of Informatics Dean’s List	Fall 2002-May 2006
IUPUI Outstanding Student Nomination	Spring 2006
Indianapolis Business Journal profiled student	Spring 2006
Informatics League of Excellence (Charter member)	Spring 2006