Who should attend?
+ Library Directors
+ Library Trustees
+ Librarians
+ Friends of Libraries
+ Administrators
+ Support Staff

What type of ethical situations concern libraries?
+ The ethics of meeting room policies
+ The ethics of accepting gifts
+ The ethics of making recommendations for employees
+ The ethics of being a library trustee
+ How to respond to students who cheat
+ The ethics of measuring quality in libraries
+ The ethics of confidentiality

Participants will receive 0.45 CE Units for each full day workshop.

Call us today @ 1-800-252-6952 or go to: www.nyla.org
NYLA’s popular Information Ethics workshops are offered as one or two day events at locations across New York State. These workshops are also available on demand for your library or library system. Ethics I is a complete course which can stand alone. You must attend the Ethics I workshop to register for the Ethics II session.

**Ethics I**
Ethics I is a full day workshop in which participants learn to recognize and analyze ethical situations in their libraries and systems. They learn ethical responses to each situation and practice developing their responses in relation to a set of ethical structures. Ethical dilemmas encountered in libraries are identified and discussed.

**Ethics II**
Ethics II is a full day workshop for those who have completed Ethics I in the past three years and want more. Ethics II participants quickly review the structures used to recognize and analyze ethical situations in libraries. They then concentrate their efforts on sharing ethical dilemmas they have encountered and develop appropriate responses to them. Making ethical responses in different settings is addressed, including responding to the media, to patrons, and to boards of trustees.

**Typical schedule for each Ethics Workshop**
- 9:30am - 10:00am - Coffee and registration
- 10:00am - 12:30pm - Session A
- 12:30pm - 1:30pm - Lunch (on your own)
- 1:30pm - 3:30pm - Session B

**About the presenter:**
Susan Lehman Keitel is the retired Executive Director and lobbyist for the New York Library Association. She is certified by the Institute of Global Ethics as a trainer in ethical fitness, a broad approach to addressing the skills of thinking and acting ethically in our personal and professional lives.

“My training through IGE has qualified me to lead groups in developing the skills necessary to become ethically fit. The structure of identifying ethical dilemmas and resolving them is the substance of my workshops.”

She believes that libraries must begin the dialogue about the ethical use of information that will accompany patrons throughout this electronic information age and develop the expertise and policies to make librarians experts and leaders in this field.

For a current schedule or to request this program on demand, call us today @ 1-800-252-6952 or go to: www.nyla.org