

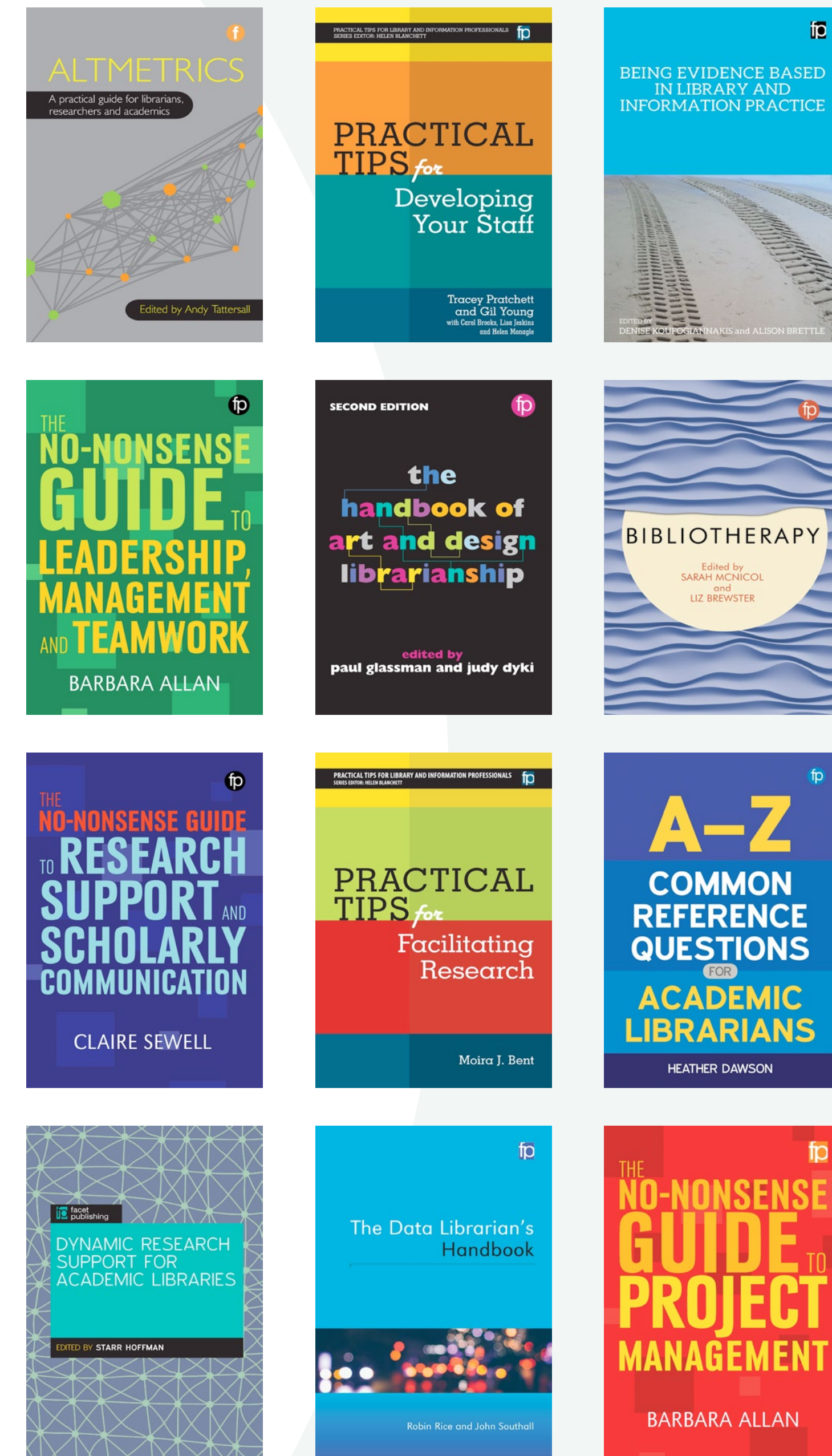
Professional development resources for librarians

Take stock of your skillset and boost your career prospects with Facet books

Facet Publishing is proud to present a range of resources written with librarians in mind.

Library science and services are constantly evolving and as a result, so is the role of the librarian. From marketing and leadership skills to understanding the new data-driven environment, our books help librarians improve their professional and technical skills.

However you want to develop in your career, we have the resources to support your goals.

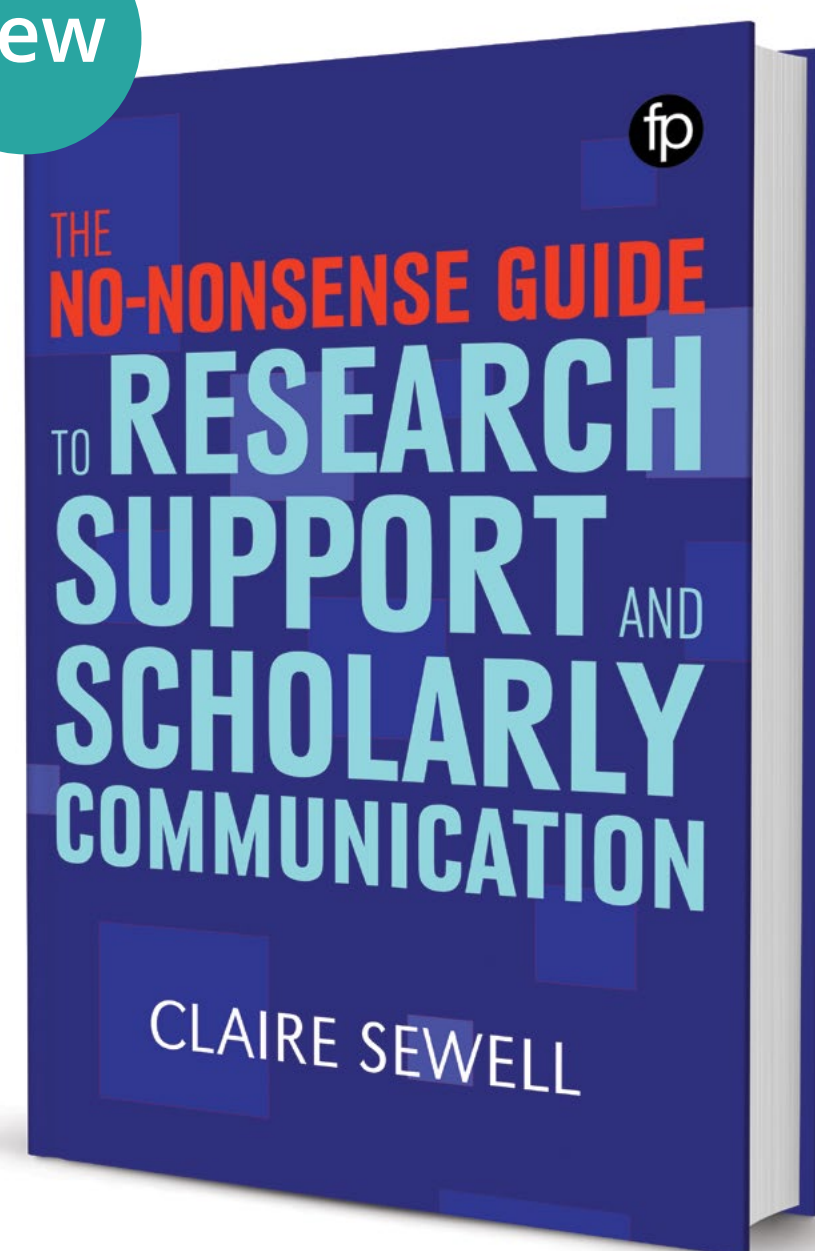




No-Nonsense Guides

No-nonsense Guides are a set of straightforward practical working tools offering expert advice on a wide-range of topics. Simple to understand, they provide pragmatic solutions to the many challenges facing library and information professionals today.

new



The No-nonsense Guide to Research Support and Scholarly Communication

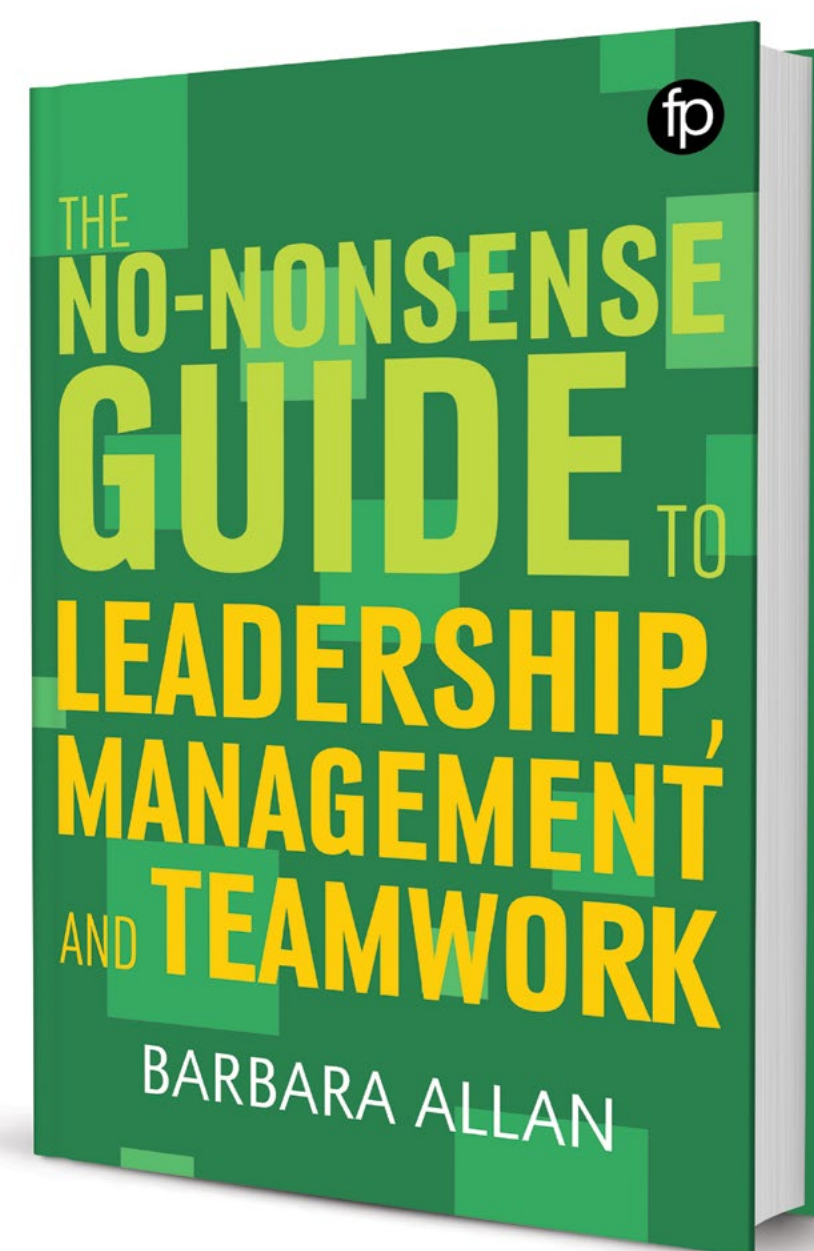
CLAIRE SEWELL, *Research Support Librarian, Cambridge University Library*

Outlining the reasons why library staff need to develop a knowledge of research support and guiding them through the key information on each topic, *The No-nonsense Guide to Research Support and Scholarly Communication* provides an ideal primer for those who seek to work in this area or those who have acquired these responsibilities as part of a wider role. The practical nature of the book means readers can dip into it or read it from cover to cover as needed. It includes practical checklists of knowledge and skills, international case studies by practitioners from around the globe, end of chapter references, how-to sections, activities and links to freely available online training materials.

Coverage Includes:

- scholarly communication, open research and the research lifecycle
- research data management
- open access
- disseminating research
- metrics and measuring impact including the Journal Impact Factor, H-Index and Altmetrics
- career paths in research support
- why and how library staff at all levels can get involved in the process of doing research and sharing their outputs

December 2019 | 208pp
eBook: 9781783303953



The No-nonsense Guide to Leadership, Management and Team Working

BARBARA ALLAN, *Consultant, Barbara Allan Associates*

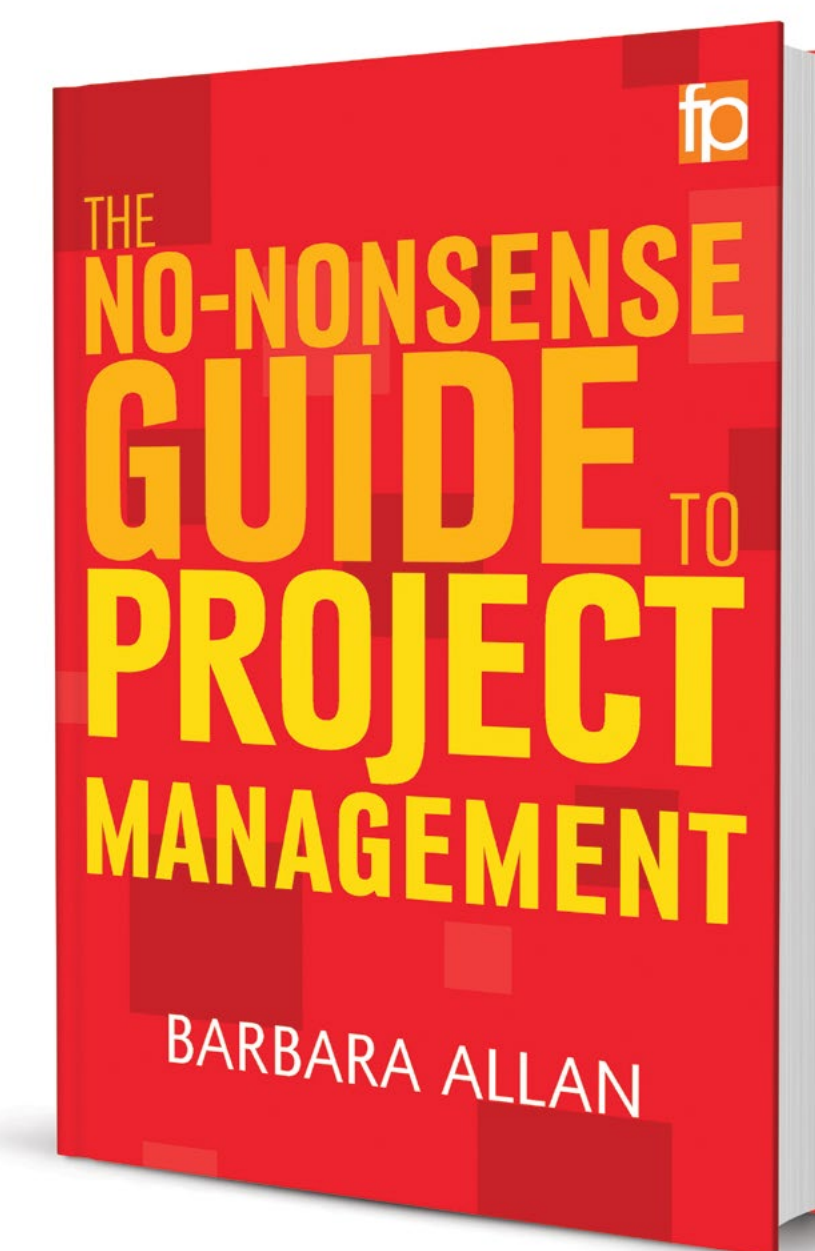
This book provides a straightforward and pragmatic guide to leadership, management and teamwork in contemporary library and information services.

Contemporary managers and leaders in library and information services are working in a challenging context; dealing with multiple demands on their time, expertise and resources. This book translates theories in teamwork, management and leadership into practical guidance backed up with examples and case studies from current library and information workers globally. The book places particular emphasis on attitudes, values and practices that make for good leadership and management.

Coverage includes:

- confident leadership and management, decision making, problem solving and managing crises
- leading, managing and supervising your team, establishing working practices and conflict management
- delegation, dealing with overload and evaluating outcomes
- innovation and management of the change process
- communications, managing e-mails and text messages and effective use of social media
- recruitment and selection and performance management
- budgeting, managing finances, tendering, crowdfunding and taking part in audits
- managing work/life balance, coaching and mentoring, emotional intelligence, resilience and mindfulness

March 2019 | 208pp
eBook: 9781783303984



The No-nonsense Guide to Project Management

BARBARA ALLAN, *Consultant, Barbara Allan Associates*

This book provides a 'no-nonsense' guide to project management which will enable library and information professionals to lead or take part in a wide range of projects from large-scale multi-organization complex projects through to relatively simple local ones.

Fully revised and updated, the book features practical case studies drawn from a wide range of LIS organizations at local, regional, national and international levels. These examples provide an insight into good practice for the practitioner, from an individual working in a voluntary organization on an extremely limited budget, to someone involved in an international project.

'...now that I have this book to refer to, I feel more confident in my ability to plan and lead a larger project should the opportunity arise...I do not think my copy of this book will be getting dusty anytime soon.'

- Journal of the Canadian Health Libraries Association

'This book is apt for all LIS professionals at any level who are involved in projects (which is extremely likely) as it can be used for big or small projects alike. However, I feel that this book can be picked up by anyone really as some of the tips in there are useful for general project management too since it features similar cradle-to-grave techniques.'

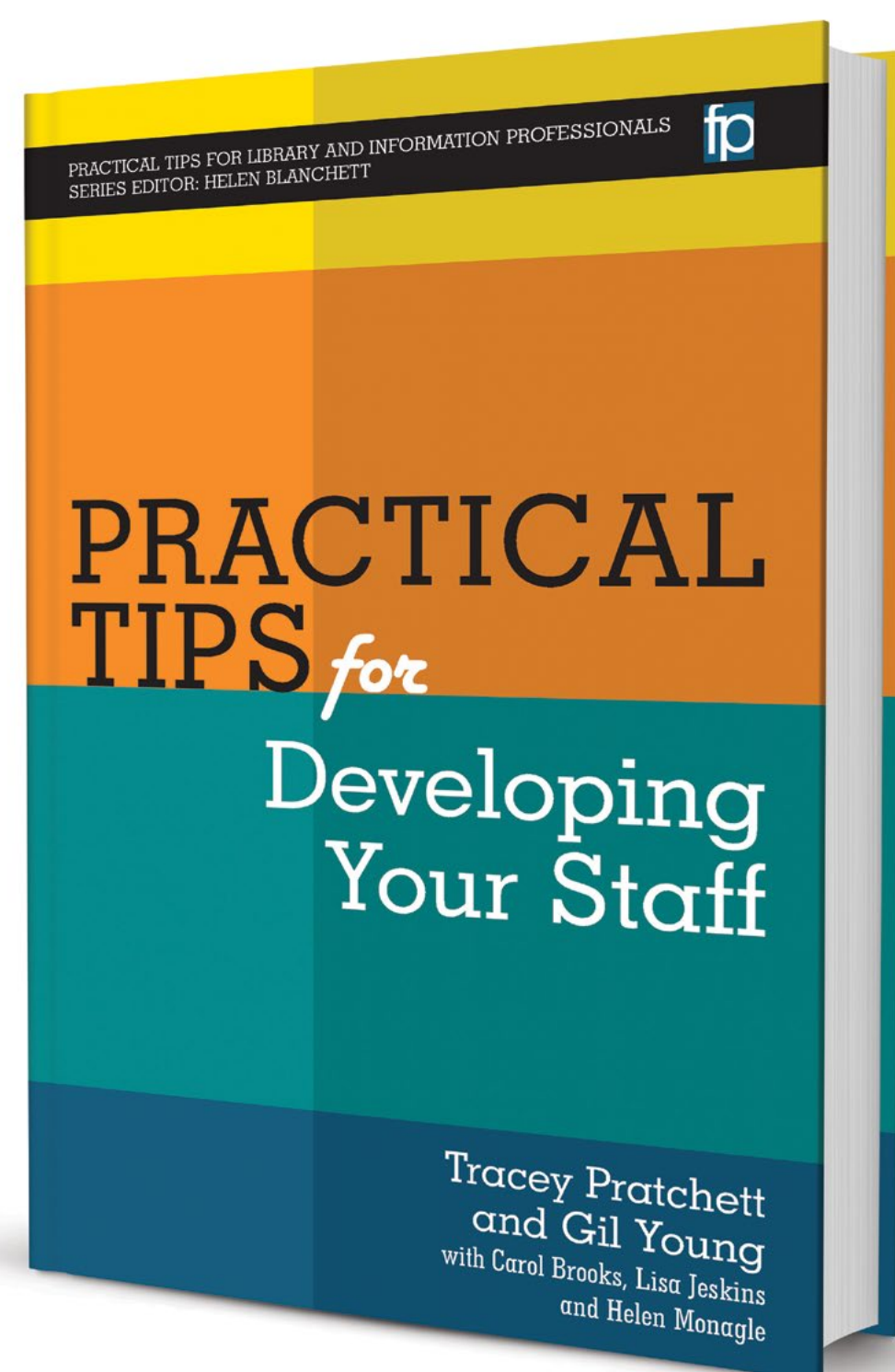
- Sadie-Jane Nunis, Good Reads

July 2017 | 240pp
eBook: 9781783302055



Practical Tips for Library and Information Professionals

Written by experienced library and information practitioners, grounded in theory, yet not overwhelmed by it, the information in these guides will tell you what you need to know to make a quick impact in a range of topical areas of professional interest.



Practical Tips for Developing Your Staff

TRACEY PRATCHETT, *Knowledge and Library Services Manager, Lancashire Teaching Hospitals* and **GIL YOUNG**, *NHS Library Knowledge Services Development Manager - North West North* with **CAROL BROOKS**, *Coach and Trainer, Chrysalis Coaching & Development*, **LISA JESKINS**, *Trainer, Lisa Jeskins Training* and **HELEN MONAGLE**, *Senior Assistant Librarian, Serials, Manchester Metropolitan University*

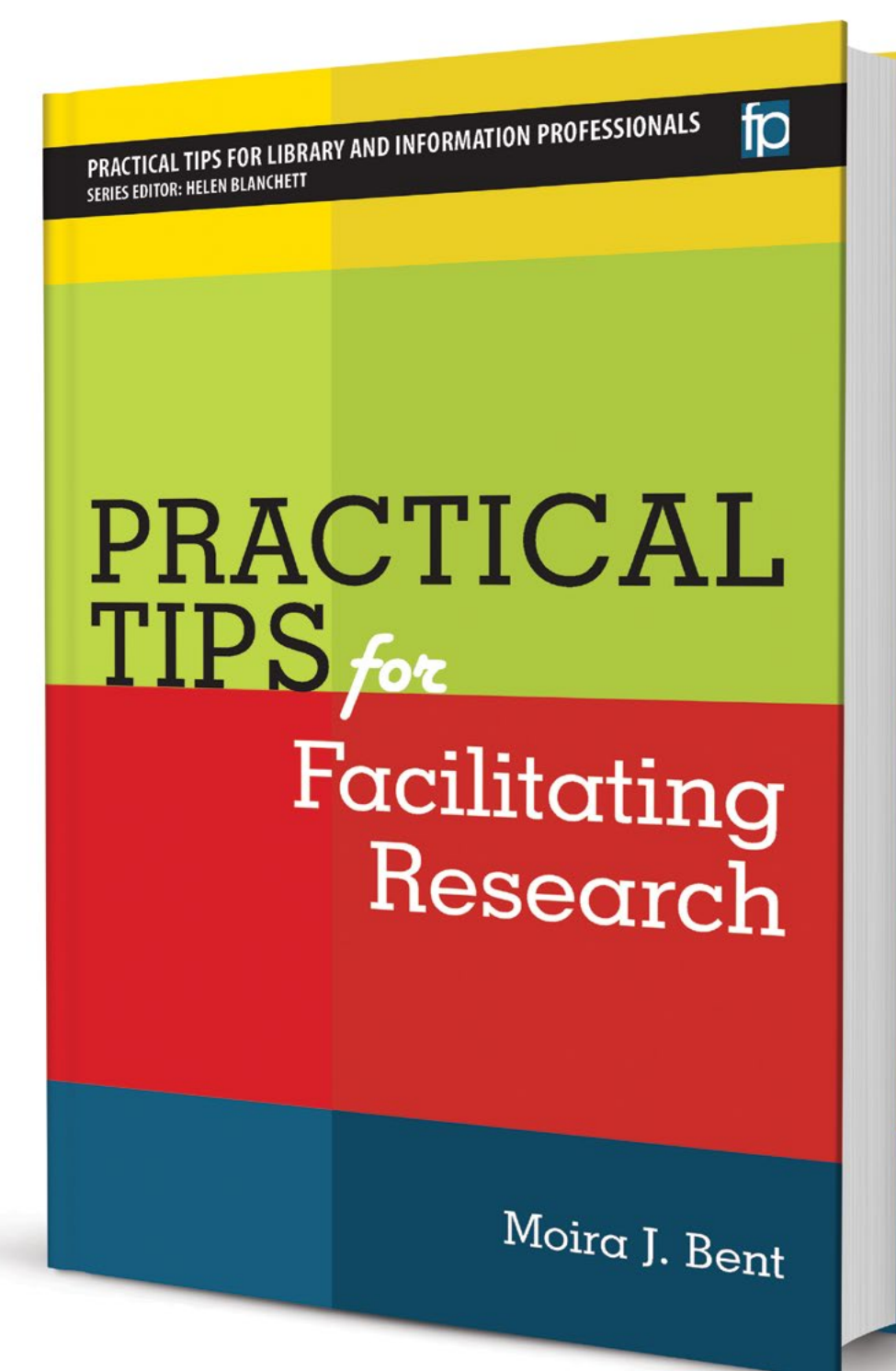
This book offers innovative tips and tried-and-tested best practice to enable library and knowledge workers to take control of professional development regardless of the budget and time available to them.

Continuing professional development (CPD) is a key component of a successful and satisfying career. This book offers a wide range of ideas and methods for all library and information professionals to manage the development of those who work for and with them.

You will find flexible tips and implementation advice on topics including:

- enabling others to plan, reflect on and evaluate their personal development
- appraisals and goal setting: linking personal objectives to organizational objectives
- performance management
- sourcing funding to attend and run events
- planning formal development activities such as courses and conferences
- using social media as a development tool
- role of professional bodies and networks
- mentoring, buddying and coaching
- networking

November 2016 | 224pp
eBook | 9781783301812



Practical Tips for Facilitating Research

MOIRA J BENT, *Chairman of the Board of Directors, InformAll*

This practical guide offers innovative tips and reliable best practice to enable new and experienced library and information professionals to evaluate their current provision and develop their service to meet the evolving needs of the research community.

Interacting effectively with information is at the heart of all research, consequently information professionals have a key role to play in facilitating the development of researchers who are able to operate confidently and successfully in the information world.

Grounded in current theory and informed by practitioners from around the world, this practical book offers a wide range of ideas and methods to assist library and information professionals in developing and managing their role in the research environment.

'Benefitting from Bent's exhaustive research and robust content, this volume will be very useful for academic librarians, particularly subject and faculty liaisons and instruction librarians.'

- Library Journal

'... a book that offers a variety of approaches, insight, and real-world examples that work - exactly what you need whether you are searching for a simple solution to quickly improve services, or ideas to help inform and shape a more fundamental or strategic change.'

- Michelle Dalton, Libfocus

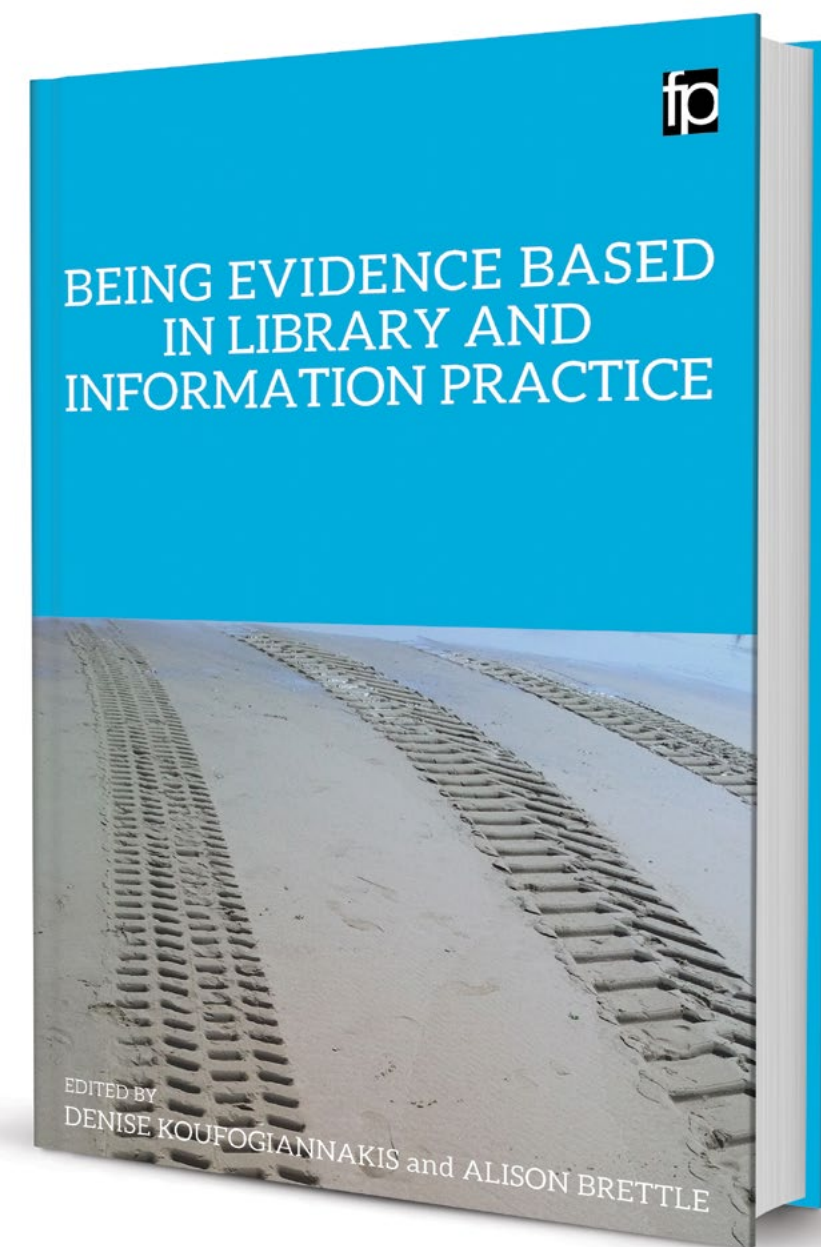
'Practical Tips for Facilitating Research is an excellent tool for librarians who want to be a resource for the research groups within their facilities.'

- Vicki Harden, Journal of Electronic Resources in Medical Libraries

March 2016 | 288pp
eBook | 9781783301218



Also available from Facet Publishing



Being Evidence Based in Library and Information Practice

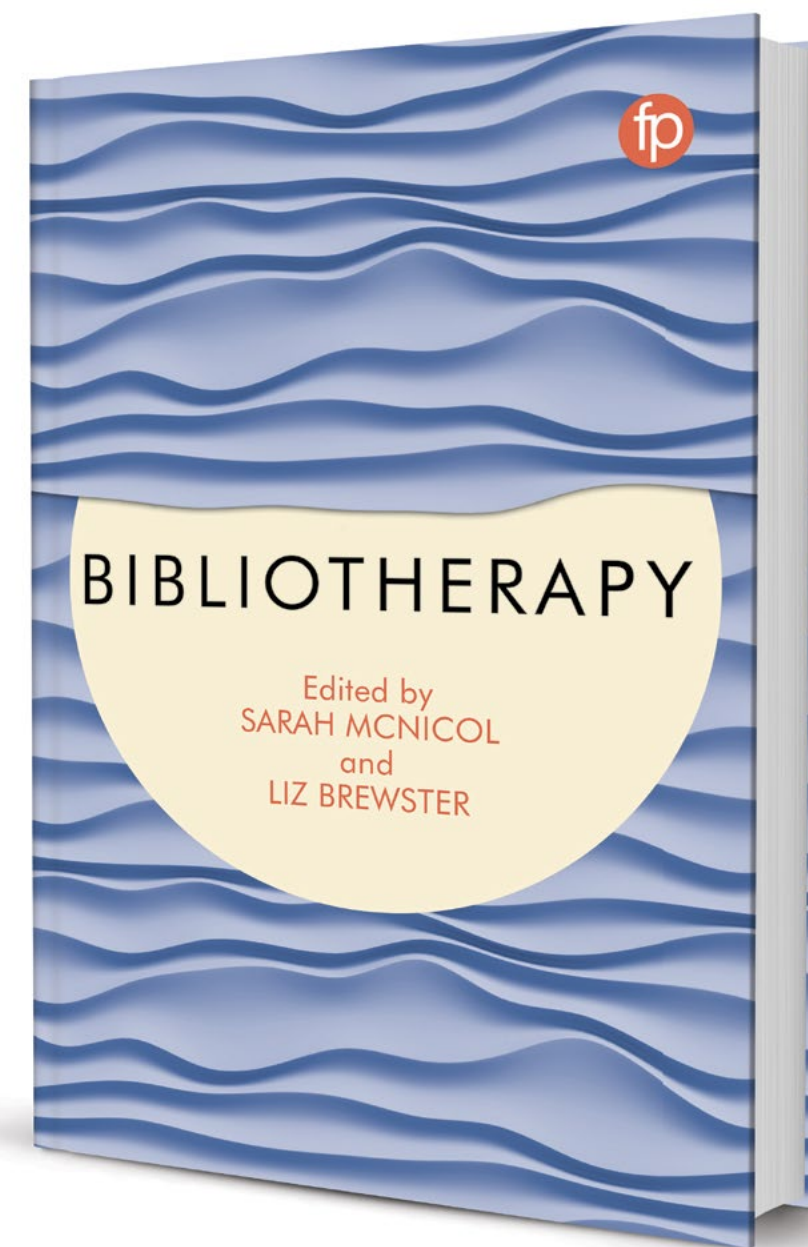
Edited by DENISE KOUFOGIANNAKIS, Associate University Librarian, University of Alberta and ALISON BRETTELE, Professor in Health Information and Evidence Based Practice, University of Salford

This book builds a research-grounded, theoretical foundation for evidence based library and information practice and illustrates how librarians can incorporate the principles to make more informed decisions in the workplace. The book takes an open and encompassing approach to exploring evidence based library and information practice (EBLIP) and the ways it can improve the practice of librarianship. Bringing together recent theory, research, and case studies, the book provides librarians with a new reference point for how they can use and create evidence within their practice, in order to better meet the needs of their communities.

'Koufogiannakis and Brettle have written and edited one of the most essential books on librarianship in the last several years. They present a clear and strong case for why librarians of all settings need to integrate EBP into their workflow...The reader can gather some great ideas on starting to use EBLIP in their own practice. This book is highly recommended reading for all experience levels and types of librarianship.'

- Journal of Electronic Resources in Medical Libraries

August 2016 | 224pp
eBook | 9781783301454



Bibliotherapy

Edited by SARAH MCNICOL, Research Associate, Manchester Metropolitan University and LIZ BREWSTER, Lecturer, Lancaster University

This book will draw on the latest international practical and theoretical developments in bibliotherapy to explore how libraries can best support the health and wellbeing of their communities. Case studies include a range of settings (public library, academic library, outpatient, inpatient); populations (including young people, ESOL speakers, psychiatric patients, homeless people, people with dementia/carers); and countries that include the UK, North America, South America and Australia.

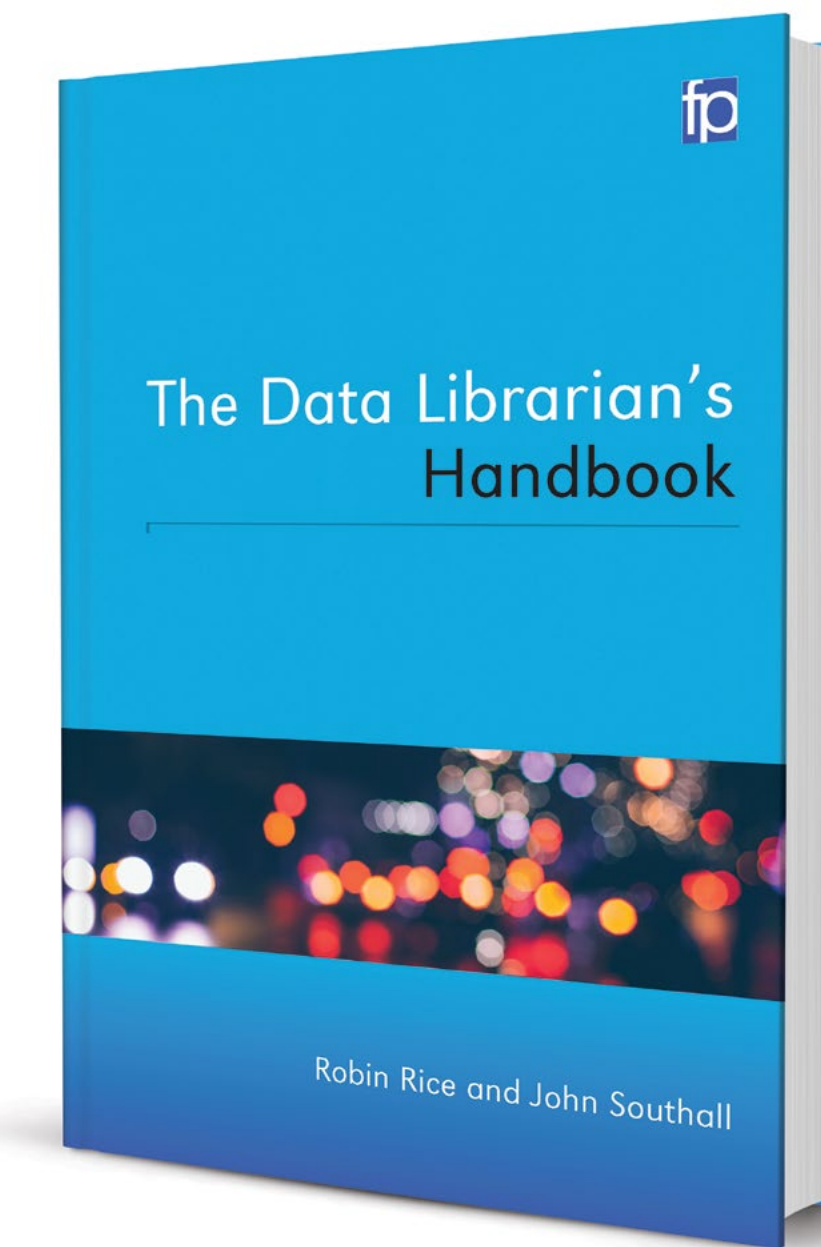
'Sarah McNicol and Liz Brewster clearly appreciate and articulate the importance of theory, the significance of research and the value of books and reading. They, and international contributors, demonstrate compassion, creativity and illustrate how research can be translated into policy and practice. This life-affirming text is essential reading not only for those concerned with bibliotherapy but for all who believe in the value and potential of library services in the modern world. Library Task Force members please note!'

- Bob Usherwood, Professor Emeritus, The University of Sheffield

'The book is well referenced and appears on reading to be an authoritative text on the topic. It accomplishes its aim of educating the reader about bibliotherapy as a concept and provides useful examples of how it can be used in a practical context. Given the current interest in mental health and wellbeing amongst the public and healthcare community this is a timely book.'

- Sarah Rudd, Clinical Librarian, North Bristol NHS Trust

August 2018 | 208pp
eBook | 9781783303434



The Data Librarian's Handbook

ROBIN RICE, Data Librarian and Head, Research Data Support, University of Edinburgh and JOHN SOUTHALL, Bodleian Data Librarian, University of Oxford

Interest in data has grown exponentially in recent years. Support for this peculiar class of digital information – its use, preservation and curation, and how to support researchers' production and consumption of it in ever greater volumes to create new knowledge, is needed more than ever.

The Data Librarian's Handbook, written by two data librarians with over 30 years' combined experience, unpicks the everyday role of the data librarian and offers practical guidance on how to collect, curate and crunch data for economic, social and scientific purposes. With case studies from a range of institutions and disciplines, tips for best practice, study aids and links to key resources, this book is a must-read for all new entrants to the field, library and information students and working professionals.

The Data Librarian's Handbook covers a large amount of interesting terrain in thoughtful and accessible ways. It is both essential for any information professional interested in data and their management, and is also indicative of the increasing – and increasingly varied – role that data and data management play in libraries and more broadly across academia.'

- LSE Review of Books

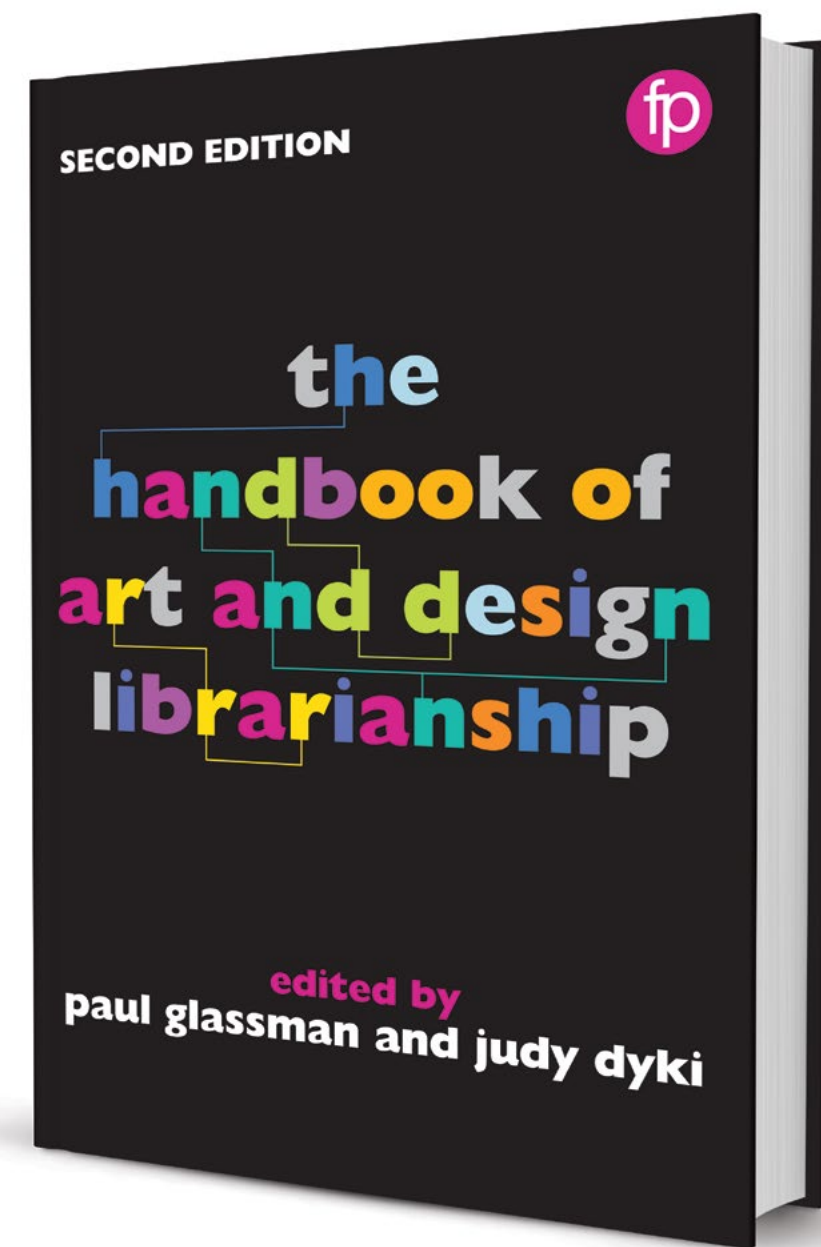
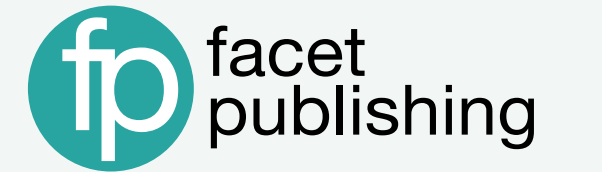
'Included are examples and case studies along with takeaways and reflective questions at the end of each chapter. Because of these features, this work would make for a helpful teaching tool for lecturers at information schools...Highly recommended for anyone just getting started in working with data.'

- Nathalie Reid, University of California, Library Journal

December 2017 | 192pp
eBook | 9781783301836



Also available from Facet Publishing



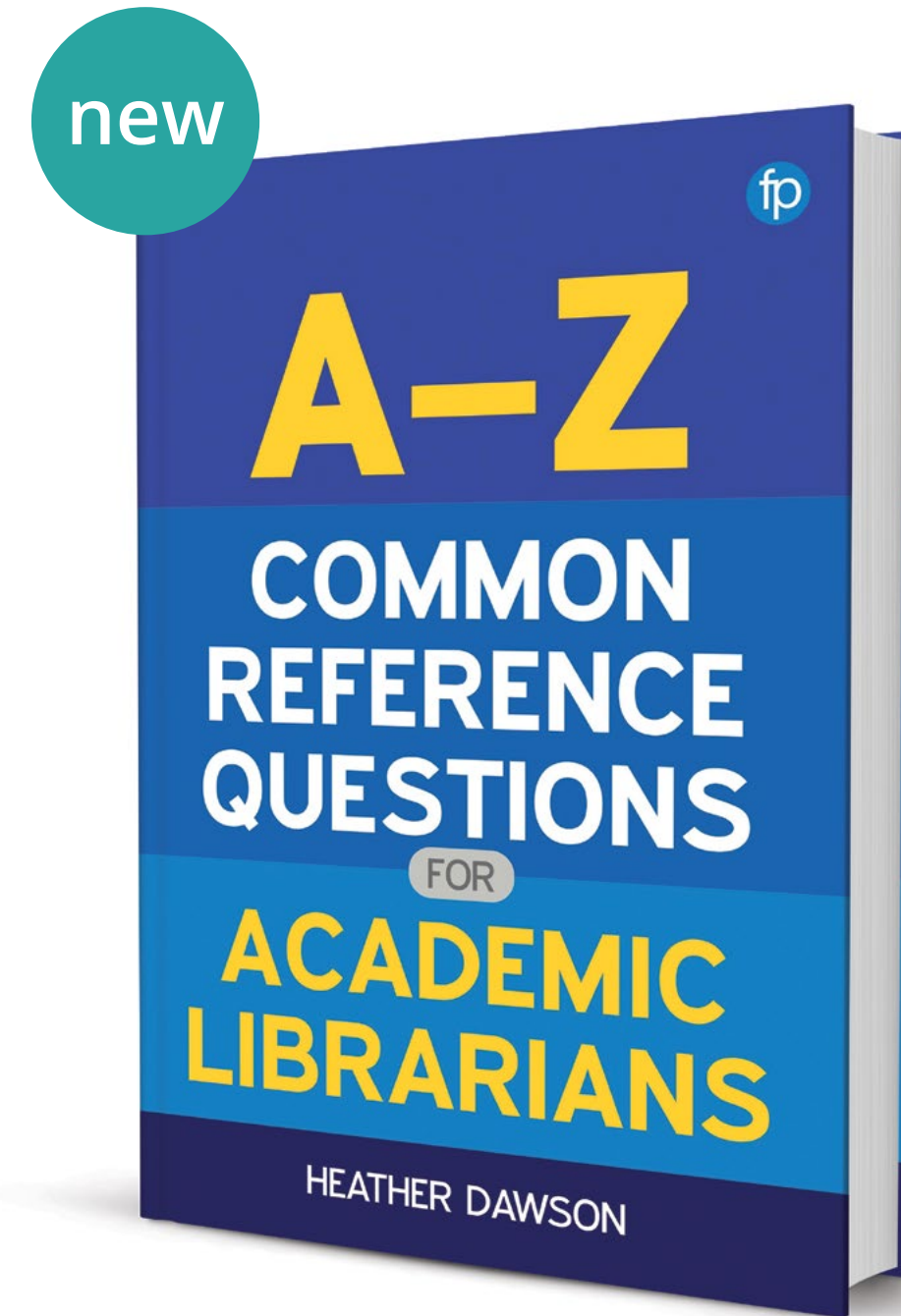
The Handbook of Art and Design Librarianship

Edited by **PAUL GLASSMAN**, Director of University Libraries and Adjunct Instructor of Architectural History and Design, Yeshiva University and **JUDY DYKI**, Director of Library and Academic Resources, Cranbrook Academy of Art

The Handbook of Art and Design Librarianship integrates theory and practice to offer guidelines for information professionals working in art and design environments who need to support and anticipate the information needs of artists, designers, architects and the historians who study those disciplines. Since the first edition of this title, the world of art and design libraries has been transformed by rapid advances in technology, an explosion in social media and the release of new standards and guidelines. This new edition, offering mostly entirely new chapters, provides an accessible, fully updated, guide to the world of academic art and design libraries from a range of international experts who reflect current practice at a global level.

'...the chapters discuss topics such as governance and administration, the liaison model, accreditation, visual resources from collection to preservation, artists' books, teaching within the ACRL Framework, metaliteracy, art history research, cultural differences, art librarianship and scholarly communication, creating and renovating library spaces, marketing, and social media, to name a few...This book is essential for any librarian whose duties include these subject areas.'

- ARBA



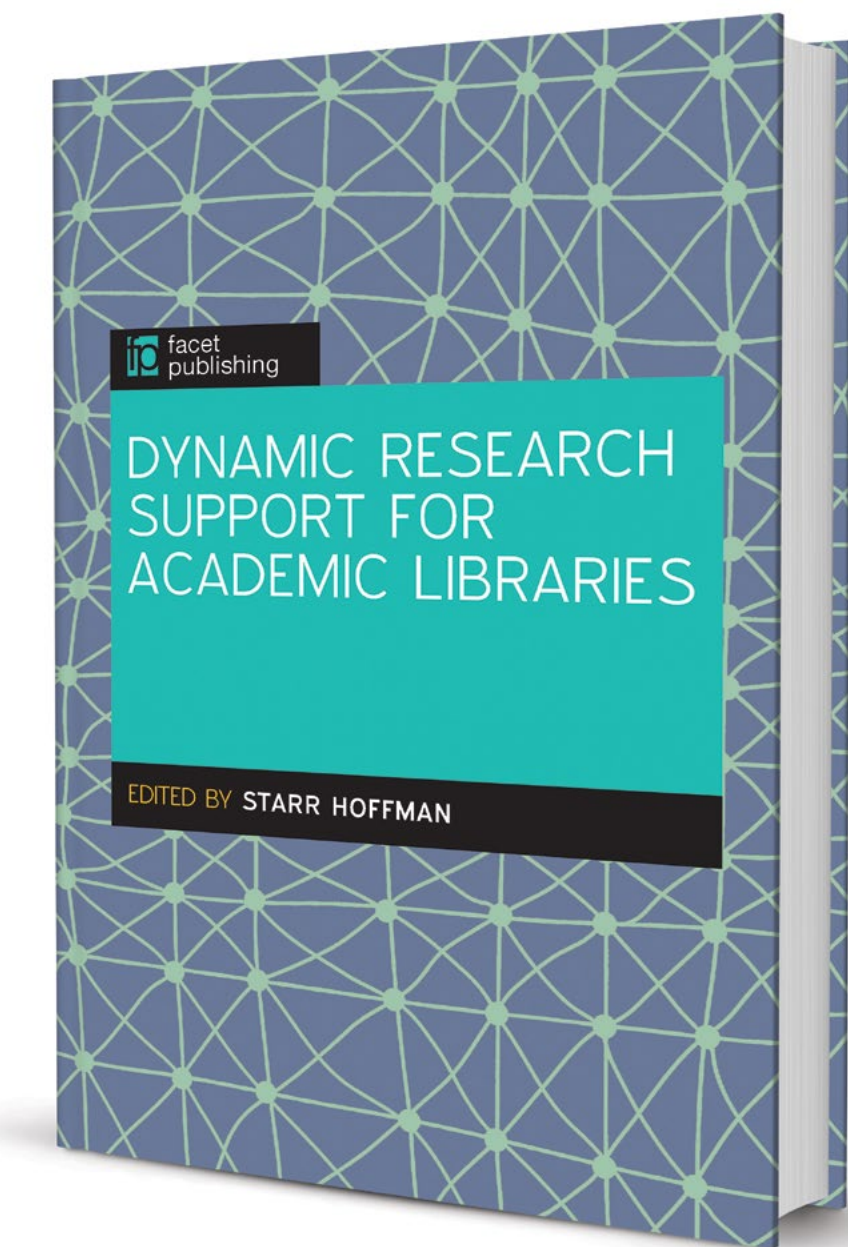
A-Z Common Reference Questions for Academic Librarians

HEATHER DAWSON, Academic Support Librarian, LSE Library

A-Z Common Reference Questions for Academic Librarians is a survival guide for frontline library staff to help them find appropriate information quickly, whether they are answering questions at a physical help desk or remotely by telephone, email or instant messaging service. The book will help academic librarians tackle the questions most commonly asked by students, academics and researchers. A broad cross-disciplinary A-Z of themes including topics such as literature searching, plagiarism and using online resources are covered helping you to address an query confidently and quickly.

Coverage includes:

- text and data mining and data visualization
- assistive technology resources
- early career researchers
- impact measurement including bibliometrics; citation analysis and journal rankings
- open access
- research data management
- study skills
- systematic reviews



Dynamic Research Support for Academic Libraries

Edited by **STARR HOFFMAN**, Director of Planning and Assessment, University of Nevada-Las Vegas Libraries

This inspiring book will enable academic librarians to develop excellent research and instructional services and create a library culture that encompasses exploration, learning and collaboration.

Higher education and academic libraries are in a period of rapid evolution. Technology, pedagogical shifts, and programmatic changes in education mean that libraries must continually evaluate and adjust their services to meet new needs. Research and learning across institutions is becoming more team-based, crossing disciplines and dependent on increasingly sophisticated and varied data. To provide valuable services in this shifting, diverse environment, libraries must think about new ways to support research on their campuses, including collaborating across library and departmental boundaries.

'... showcases how we can add long-term value for our users by focusing on going "deeper" and delivering comprehensive specialist services which tap into a very real need.'

- Libfocus

'...strongly recommended for college and university Library Science instructional reference collections and supplemental studies reading lists.'

- Midwest Book Review

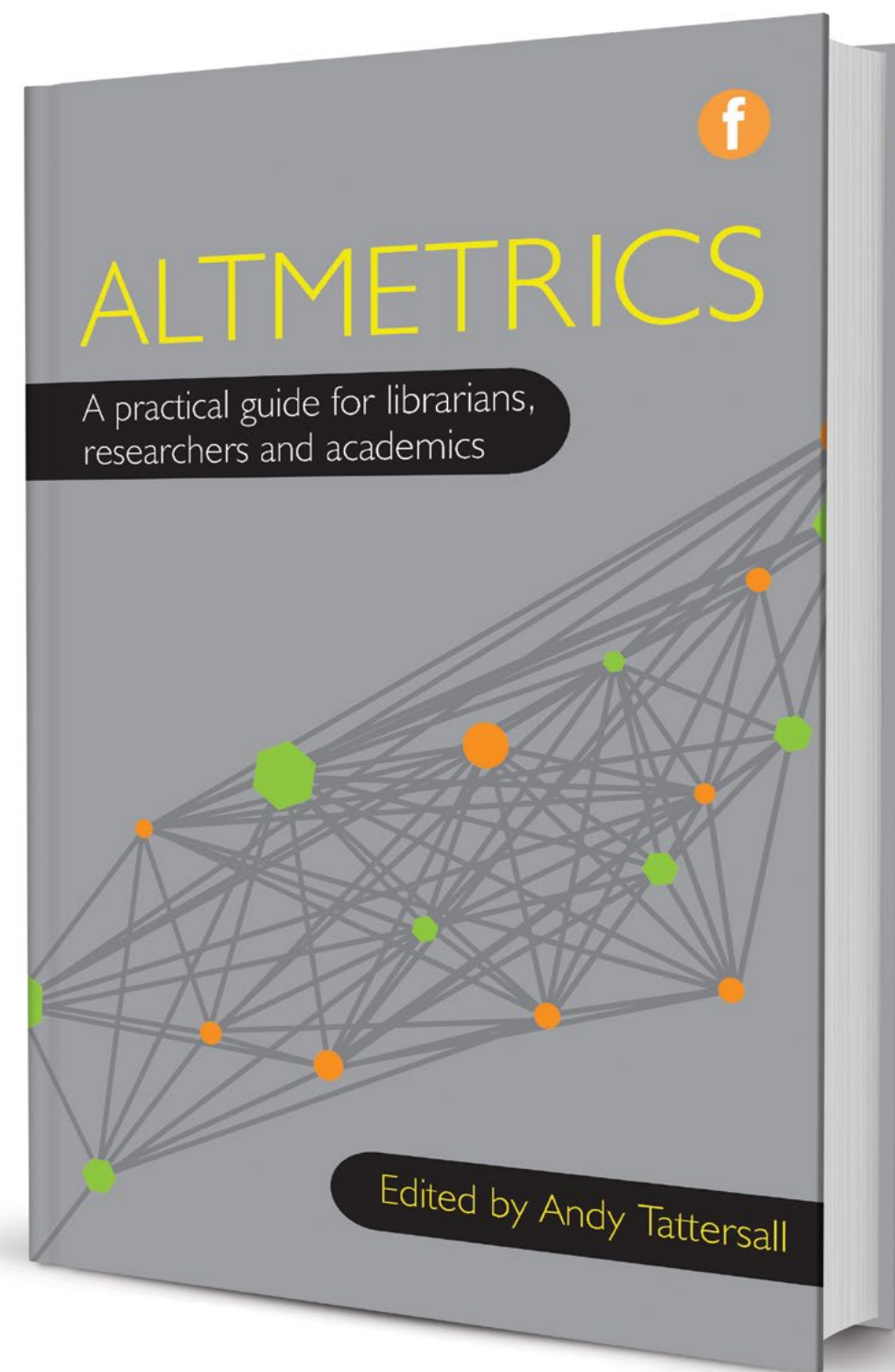
October 2017 | 368pp
eBook | 9781783302024

November 2019 | 240pp
eBook | 9781783304134

March 2016 | 176pp
eBook | 9781783301225



Also available from Facet Publishing



Altmetrics

A practical guide for librarians, researchers and academics

Edited by **ANDY TATTERSALL**, Information Specialist, University of Sheffield

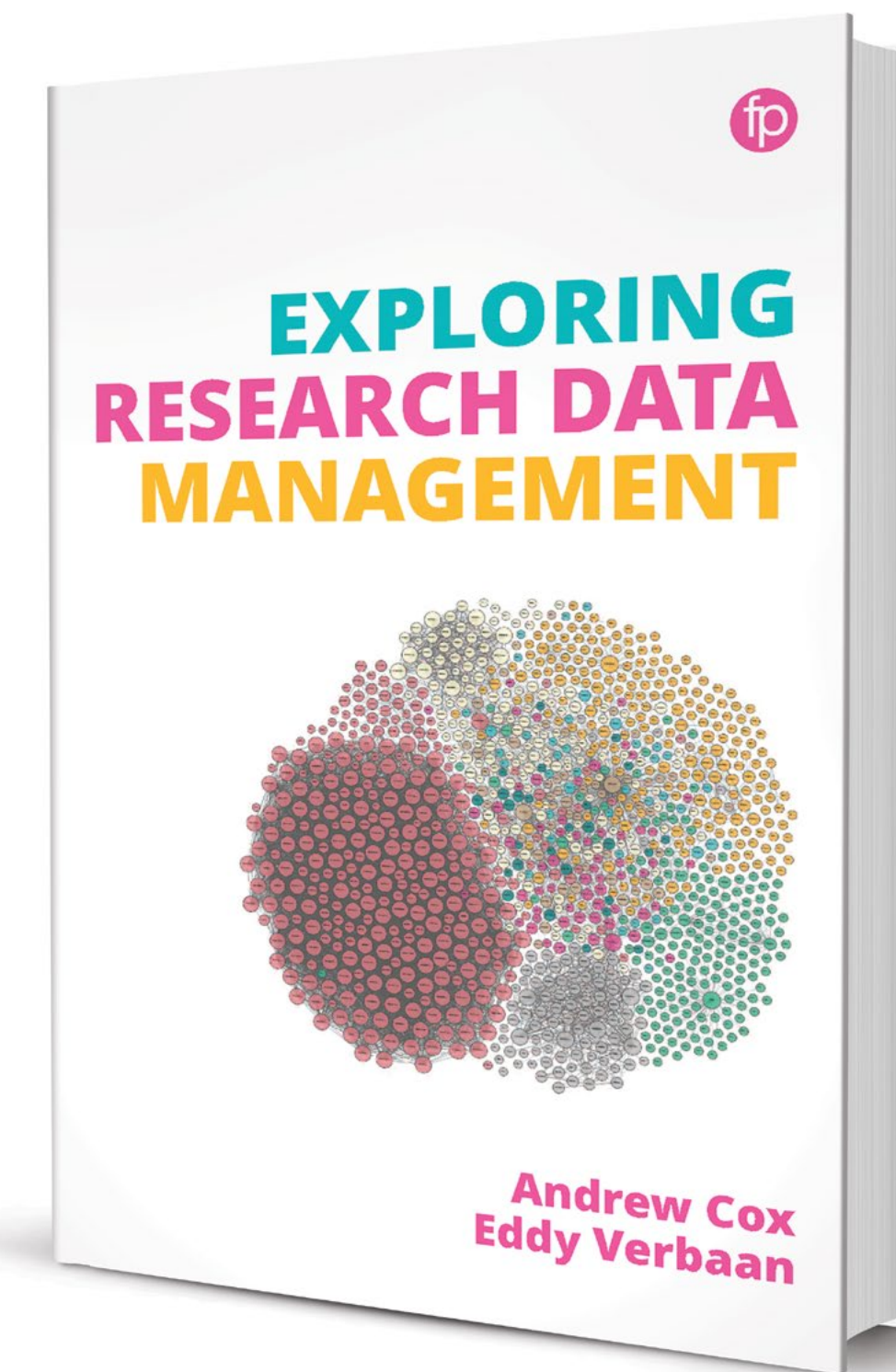
New methods of scholarly communication and dissemination of information are having a huge impact on how academics and researchers build profiles and share research. This groundbreaking and highly practical guide looks at the role that library and information professionals can play in facilitating these new ways of working and demonstrating impact and influence.

Altmetrics focuses on research artefact level metrics that are not exclusive to traditional journal papers but also extend to book chapters, posters and data sets, among other items. This book explains the theory behind altmetrics, including how it came about, why it can help academics and where it sits amongst current measurements of impact.

'...one of very few textbooks revisiting the theory behind the growth of altmetrics, providing a comprehensive snapshot of what they look like today and demonstrating their value if applied in a meaningful manner...a worthwhile read'

- LSE Review of Books

June 2016 | 224pp
eBook | 9781783301515



Exploring Research Data Management

ANDREW COX, Senior Lecturer, University of Sheffield and **EDDY VERBAAN**, Head of Library Research Support, Sheffield Hallam University

Exploring Research Data Management provides an accessible introduction and guide to RDM with engaging tasks for the reader to follow and develop their knowledge. Starting by exploring the world of research and the importance and complexity of data in the research process, the book considers how a multi-professional support service can be created then examines the decisions that need to be made in designing different types of research data service from local policy creation, training, through to creating a data repository.

'...they have produced a complete course of instruction in research data management, and one that is especially and unreservedly recommended for librarian in-service training curriculums, as well as college and university Library Science collections in general, and Data Management supplemental studies reading lists in particular.'

- MBR Bookwatch

May 2018 | 224pp
eBook | 9781783302802