

The Tennessee State Library and Archives presents the 10th Annual

# Tennessee Archives Institute

OCTOBER 21-23, 2009  
FALL CREEK FALLS STATE PARK  
PIKEVILLE, TENNESSEE

The **Tennessee Archives Institute (TAI)** is a training program on archives and records management conducted by the Archives Development Program of the **Tennessee State Library and Archives (TSLA)**. This two and one-half day series of workshops provides participants with an opportunity to interact and exchange ideas with archival staff from around the state. The **TAI** is designed to be an introduction to some of the issues most essential to basic archival management.

Topics for the 10th annual Tennessee Archives Institute will focus on techniques for managing, preserving, and providing access to historical records. Workshops will include information on web site design, arrangement and description, disaster planning and response, creating and managing volunteer programs, and advocacy/outreach. All courses are taught by qualified archivists from TSLA and other institutions.

Participants who complete the three-year cycle of courses will receive the certification of Archives Manager from the Department of State and the Tennessee State Library and Archives.

For more information, please view our web site at:  
<http://tennessee.gov/tsla/aps/archivesinstitute.htm>

## Reservations are due September 30th

Please return the registration information below, along with your **\$85 registration fee (made payable to TSLA)** to:  
Jami Awalt, Archives Development Program, 403 Seventh Avenue North, Nashville, TN 37243.

Questions? Contact Jami Awalt at 615-253-3470. or [jami.awalt@tn.gov](mailto:jami.awalt@tn.gov)

Name \_\_\_\_\_

Organization \_\_\_\_\_

Address \_\_\_\_\_  
\_\_\_\_\_

Phone \_\_\_\_\_

Email \_\_\_\_\_

The \$85 registration fee includes instructional materials and single room accommodations (if needed) for two nights at the Fall Creek Falls Inn. **We will handle room reservations. Please indicate your preference below.**

- I **will** need lodging reservations.
- I would like to share a double room with:  
\_\_\_\_\_
- I **will not** need lodging reservations.