



**Network of African Medical Librarians  
Workshop  
3<sup>rd</sup> - 5<sup>th</sup> September, 2013**

**Theme: *Creating Institutional Repositories for  
African Research***

**PROGRAM**

**DAY 0: 1<sup>st</sup> & 2<sup>nd</sup> September, 2013**

<b>TIME</b>	<b>ACTIVITY</b>	<b>FACILITATOR</b>
5.00 a. m - 9.00 p.m	Arrival & Airport pick ups	Frederick Gravenir

**DAY 1: 3<sup>rd</sup> September, 2013**

TIME	ACTIVITY	FACILITATOR
8.30 a.m. - 9.00 a.m.	Welcome Remarks Introductions Agenda Review	Grace Ajuwon Julia Royal Julia Royall/Becky Lyon
9.00 a.m. - 10,00 a.m	<p><b>Individual Reports on where each Librarian/Institution is with development of the IR.</b></p> <p>The following items will be discussed one by one with each librarian contributing his/her responses in turn for each item on the list:</p> <ul style="list-style-type: none"> <li>-What you have done since last workshop - how you have moved on your work plan?</li> <li>What internal discussions have taken place regarding the IR?</li> <li>Has staffing for the IR been identified?</li> <li>Who will be in charge of your IR?</li> <li>Who is going to do scanning?</li> <li>Who is going to do quality assurance?</li> <li>Who is going to enter metadata?</li> <li>Does staff have training or experience in their role?</li> <li>What will your role be?</li> <li>Has a training plan been discussed or developed?</li> <li>What is your training plan?</li> <li>Has any training taken place?</li> <li>If so, who has conducted the training?</li> </ul>	Christine Kanyengo

	<p>Who will be on your advisory committee and what they will do?</p> <p>What are the feedback loops?</p> <p>Do you have committed mentees?</p> <p>Do you have a clear vision of what the end product looks like?</p>	
10.00 am - 10.30 am	Tea Break	
10.30 a.m - 1.00 pm	<p><b>Individual Reports on where each Librarian/Institution is with development of the IR continued.</b></p> <p>(Joseph Mucheru, Google Africa expected at workshop).</p>	NAML Librarians
1.00 p.m - 2.00 p.m	Lunch	
2.00 p.m - 3.30 p.m	<b>Organization/basics of building an IR</b>	Cristina Horta Abda Anne
3.30 p.m - 4.00 p.m	Tea Break	
4.00 p.m - 5.00 pm	<b>Organization/basics of building an IR continued</b>	
5.00 p.m	Housekeeping Matters	Frederick Gravenir
6.00 p.m - 7.00 p. m	Dinner	

## DAY 2: 4<sup>th</sup> September, 2013

TIME	ACTIVITY	FACILITATOR
8.30 a.m - 10.00 a.m	<p><b>Individual timelines vis-à-vis project timelines (each member should review their institution's timeline with overall project timeline)</b></p> <p>What assumptions are you making?</p>	Grace Ajuwon

	What if the reality is different?	
10.00 a.m - 10.30 a.m	Tea Break	
10.30 a.m - 11.30 a.m	<b>Individual timelines vis-à-vis project timelines continued</b>	
10.30 a.m - 1.00 p.m	<b>Metadata</b>	Christine Kanyengo Alison Kinengyere Cristina Horta
1.00 p.m. - 2.00 p.m	Lunch	
2.00 p.m - 3.30 p.m	<b>Metadata continued</b>	
3.30 p.m - 4.00 p.m	Tea Break	
4.00 p.m - 6.00 p.m	<b>Scanning Equipment Specifications, Set up &amp; training</b>	Masimba Muziringa
6.00 p.m	Housekeeping Matters	Frederick Gravenir
6.00 p.m - 7.00 p.m	Dinner (Awino Maureiq, student at University of Nairobi with interest in bioinformatics and cancer to join group)	
7.00 p.m onwards	<b>How can librarians advance the centrality of the library and its services vis a vis MEPI PIs?</b>	Alison Kinengyere

### DAY 3: 5<sup>th</sup> September, 2013

TIME	ACTIVITY	FACILITATOR
5.00 a.m	Departure of MEPI Librarians	NAML Secretariat
8.30 a.m - 10.30 a.m	<b>Planning Big Meeting with Decision Makers &amp; IT Staff</b>  Who is going to come? What is the agenda? Who are the trainers?	Nancy Kamau

	Dates?	
10.30 a.m - 11.00 a.m	Tea Break	
11.00 a.m - 1.00 p.m	<p><b>Succession Planning and Mentoring</b></p> <p>What is each librarian doing to bring along others at all levels of the profession?</p> <p>How will you grow your library through this activity?</p> <p>Do you have committed mentees?</p>	<p>Nancy Kamau</p> <p>Christine Kanyengo</p>
1.00 p.m. - 2.00 p.m	<p>Lunch</p> <p>(Meghan Bruce, health financing and policy consultant expected to join group)</p>	
2.00 p.m - 3.30 p.m	<b>Social Media</b>	<p>Alison Kinengyere</p> <p>Abda Anne</p> <p>Julia Royall</p>
3.30 p.m - 4.00 p.m	Tea Break	
4.00 p.m - 5.00 p.m	<p>Reports by those who have attended these meetings,</p> <p>MLA, IFLA, others</p>	
5.00 p.m - 6.00 p.m	<b>NAML - Moving Forward</b>	Grace Ajuwon
6.00 p.m	House Keeping Matters	Frederick Gravenir
6.15 p.m - 7.15 p.m	Dinner	

**DAYS 4: 6<sup>th</sup> September, 2013**

<b>TIME</b>	<b>ACTIVITY</b>	<b>FACILITATOR</b>
4.30 a.m - 3.00 p.m	Departures	Secretariat