



Association of
Canadian Archivists
Association canadienne
des archivistes

email aca@archivists.ca www.archivists.ca

2017 Workshop Registration

This form can be completed onscreen, printed and sent to the ACA office

Name: _____ Institution: _____

Mailing Address: _____

City: _____ Prov: _____ Code: _____

Phone: _____ Fax: _____ E-mail: _____

Workshop Information: See <http://archivists.ca/content/workshops-institutes> for more detailed workshop descriptions. The fee includes session materials, while participant travel, hotel and meals are not included.

Protecting What Needs to Be Protected, Releasing What Should be Released: Principles and Guidelines for Access and Protection of Privacy in Canadian Archives

(Wednesday, June 7, 8:30 am – 4:30 pm); max 25 persons

Early Fee \$175+ HST; Regular \$200+ HST

- **Location:** Ottawa Marriott
- **Presenter:** Daniel German & Paulette Dozois, Library and Archives Canada

The purpose of this workshop is to provide information on legislation and suggest ways in which access can be increased at an archival institution. Handouts and practice block reviewing will be part of the workshop.

Digital Preservation and Access with the Archives Canada Digital Preservation Service

(Wednesday, June 7, 8:30 am – 4:30 pm); max 25 persons

Early Fee \$175+ HST; Regular \$200+ HST

- **Location:** University of Ottawa
- **Presenters:** Sara Allain & Dan Gilleen

One-day workshop: This hands-on workshop will introduce participants to the Archives Canada Digital Preservation Service and the open-source tools that it's built on: Archivematica and AtoM (Access to Memory).

Career Disrupted! Considering Records and Archives Consulting as a Job Option

(Wednesday, June 7, 8:30 am – 4:30 pm); max 25 persons

Early Fee \$175+ HST; Regular \$200+ HST

- **Location:** Ottawa Marriott
- **Presenter:** Laura Millar

One-day workshop: This workshop provides an overview of some of the issues associated with establishing and maintaining a freelance career in records and archives management.

Cause and Effect: A Hands-on workshop with Sound and Moving Image Materials

(Wednesday, June 7, 8:30 am – 4:30 pm); max 25 persons

Early Fee \$175+ HST; Regular \$200+ HST

- **Location:** hosted at the Canadian Museum of History
- **Presenter:** Jonathan Wise, Krista Jamieson, Christina Stewart, Kristy Waller & Rachel Beattie

One-day workshop: This hands-on workshop aims to empower archivists to assess SMI materials; from film to video, audio tapes and reels with confidence and be able to work out a plan to triage the damage.

Workshop Fee	HST	Total

Payment Method: (HST Registration #106732688)

Please select your preferred method of payment: _____

- a. Click Print and mail the completed form with your Cheque or Money Order payable to
Association of Canadian Archivists
- b. Enter your credit card information, click Print, then sign and fax this form to ACA to pay by credit card:

Name on card: _____ Card Number: _____

Signature: _____ Card Expiry Date: ____/____ (MM/YY)

Receipt to be issued in Name of: _____

**Register by April 7, 2017 to obtain the Early Fee;
registrations must be received at ACA by May 5th, 2017**

Refunds: *Requests must be received in writing; requests received after April 7th will only be honoured if the minimum registration for the workshop in question is maintained after an individual's cancellation; a cancellation penalty of \$50.00 will apply. If a workshop is cancelled by the ACA due to a low number of registrants or other factors, individuals registered for that event will receive a full refund.*

¹ ACA reserves the right to cancel an event with less than the minimum required participants enrolled as of April 8/16.