About the Learning Resource Library

The Massachusetts ISPI Chapter's Learning Resource Library is a volunteer-operated lending library. Members may borrow any circulating materials for one month free of charge. Borrowing privileges are free as the library is a benefit of chapter membership. Materials are picked up and returned at chapter meetings.

Since the library's inception in 1997, all materials have been generously donated by book publishers, software vendors, authors, corporations, and individuals who support the goals of professional development for our members.

The library contains approximately 100 items, mostly in the form of nationally published books. For a complete listing of all library items, see the Library Catalog listed below. This catalog is periodically updated and made available at chapter meetings.

How To Use the Library

- Review Library Catalog and select an item.
- To request an item for loan, send an email to Wendi_Braun@msn.com. Note your name, item title, and the meeting you will attend to pick up the item.
- If items are currently borrowed by another member, you will be notified as such and went the time will be available for loan.
- All borrowed items are due at the next chapter meeting, unless other arrangements are made with ISPI librarian. If you can't make it to the meeting, you might ask a colleague who is attending to return your borrowed materials for you.
- You can also return by mail, insuring any item worth more than $20.00. Mail should be addressed to:

  ISPI of Massachusetts
  Learning Resource Library
  P.O. Box 3112
  Woburn, MA 01888

- Library materials may be renewed once, and possibly a second time, if there is no waiting list. Email Wendi_Braun@msn.com with request.

- Currently, there are no overdue fees. With your cooperation, we can keep it this way. If you have an overdue item, please give us a call and make arrangements to return it. This will help us to keep track of circulating materials and ensure that borrowed items haven't been forgotten or lost.

The Small Print

When you borrow library materials, you are responsible for returning them in good condition, in a timely way.

- If you lose a library item or do not return it within 3 months of its due date, you may be required to pay the replacement cost of the library material.
- If the library item is damaged, you may be required to pay the replacement cost of the library material.
- Until the costs of damaged or lost library items are paid, borrowing privileges are suspended.

Help The Library Grow

As a volunteer-run program, the Learning Resource Library welcomes the involvement of all interested chapter members. There are many ways that you can help. For example:

- Help oversee the library table at a chapter meeting,
- Solicit a book, video, and/or software donation,
- Write an article for the chapter newsletter's Library Update column,
- Perform an administrative activity,
- Donate a book or DVD, audio tape, etc.

*We also welcome your ideas and feedback on how the library might better serve our chapter members' needs.*
The following is a list of all library materials available for loan by Massachusetts ISPI chapter members.

1. The 1999 Training and Performance Sourcebook by Mel Silberman (Patricia Philips)
2. The 2001 Team and Organization Development Sourcebook by Mel Silberman (Patricia Philips)
3. The 2001 Training and Performance Sourcebook by Mel Silberman (Partricia Philips)
4. The 2003 Team and Organization Development Sourcebook by Mel Silberman (Patricia Philips)
5. The 2003 Training and Performance Sourcebook by Mel Silberman (Patricia Philips)
6. 7 Habits of Effective People By S. Covey
7. 7 Smarts, Games To Explore Multiple Intelligences by Thiagi and Raja Thiagarajan
8. Achieving a Leadership Role for Training by Judith Hale and Odin Westgaard
10. Advanced Web – Based Training; Strategies by Margaret Driscoll and Saul Carliner
11. Analyzing Performance Problems by Robert F. Mager
13. Beyond Keystrokes: Discovering Your Computer Learning Style by Sally M. Trussell
14. Building Business Acumen for Trainers by Terrence L. Gargiulo
15. Building Expertise: Cognitive Methods for Training and Performance Improvement by Ruth Clark
16. Business Blogs: A Practical Guide by Bill Ives PhD, Amanda G. Watlington, PhD, A.P.R.
17. Coaching Yourself to Leadership by Ginny O’Brien
19. Creating the Ergonomically Sound Workplace Setting; Designing the Work Environment for Optimum Performance by Lee T, Ostrom
21. The Deming Management Method by Mary Walton
23. Designing and Managing Computer Mediated Learning: An Interactive Toolkit, 3rd edition by Diane M. Gayeski, Ph.D.
24. Designing Training Programs: The Critical Events Model by Leonard Nadler
25. Designing Web-Based Training by William Horton
26. Designing Work Groups, Jobs, and Work Flow by Toni Hupp, Craig Polak, and Odin Westgaard
27. Developing Attitude Toward Learning by Robert F. Mager
28. Developing the Foundation for Change by Mary V. Gelinas and Roger G. James
29. Developing Technical Training by Ruth Colvin Clark.
30. Developing Vocational Instruction by Robert F. Mager and Kenneth M. Beach, Jr.
31. The Direction of Performance Improvement by ISPI Publications
32. Discovering the Future: The Business of Paradigms by Joel Arthur Barker
33. E-Learning Strategies for Delivering Knowledge in the Digital Age by Marc J. Rosenberg
34. *Effective Learning Environments: Creating a Successful Strategy for Your Organization* by Reza Sisakhti
36. *The Fifth Discipline; The Art and Practice of the Learning Organization* by Peter M. Senge
38. *First Things First* by Stephen R. Covey, A. Roger Merrill, and Rebecca R. Merrill
40. *Games That Drive Change* by Carolyn Nilson
41. *Games Trainers Play* by Edward E. Scannell
42. *Graphics for Learning; Proven Guidelines for Planning, Designing and Evaluating Visuals in Training Materials* by Ruth Colvin Clark and Chopeta Lyons
43. *The Handbook of Human Resource Development* by Leonard Nadler
46. *Human Competence: Engineering Worthy Performance* by Thomas F. Gilbert
47. *Human Resource Development in Transition: Defining the Cutting Edge* by Hallie Preskill and Robert L. Dilworth (editors)
48. *Improving Your Memory, Third Edition* by Ron Fry
49. *Improving Performance: How to Manage the White Space on the Organization Chart* by Geary A. Rummler and Alan P. Brache
50. *Intelligence Reframed* by Howard Gardner
51. *Interactive Experiential Training* by Sivasilam Thiagarajan with Raja Thiagarajan
52. *Interactive Experiential Training: 10 Breakthrough Strategies* by Sivasilam Thiagarajan with Raja Thiagarajan
53. *Intervention Resource Guide: 50 Performance Improvement Tools* by Danny G. Langdon, Kathleen S. Whiteside, and Monica M. McKenna, editors
54. *Introduction to Performance Technology* by Robert Mager, Allison Rossett, Roger Kaufman et al.
55. *Just Resumes: 200 Powerful and Proven Successful Resumes to Get That Job* by Kim Marino
58. *Managing Interactive Video/Multimedia Projects* by Robert E. Bergman and Thomas V. Moore
59. *Managing Performance Improvement Projects* by Jim Fuller
60. *Management of the Absurd; Paradoxes in Leadership* by Richard Farson
61. *Measuring Instructional Intent* by Robert F. Mager
62. *Motivating and Rewarding Employees: New and Better Ways to Inspire Your People* by Alexander Hiam
63. *Multimedia: Making It Work* by Macromedia (CD included)
64. *The New Basics: Education and the Future of Work in the Telematic Age* by David Thornburg
65. *New Drug Development: A Regulatory Overview* by Mark Mathieu
66. Performance Improvement Pathfinders: Models for Organizational Learning Systems, Volume 1, by Peter J. Dean and David E. Ripley
67. Performance Improvement Interventions: Instructional Design and Training, Volume 2, by Peter J. Dean and David E. Ripley
68. Performance Improvement Interventions: Performance Technologies in the Workplace, Volume 3, by Peter J. Dean and David E. Ripley
69. Performance Improvement Interventions: Culture and Systems Change, Volume 4, by Peter J. Dean and David E. Ripley
70. Performance-Based Certification: How to Design Valid Defensible Cost-Effective Program by Judith Hale
71. Performance-Based Evaluation By Judith Hale (1 CD included)
72. Performance-Based Instruction: Linking Training to Business Results by Dale Brethower and Karolyn Smalley. (Contains 1 Windows floppy disk with job aids)
73. Performance-Based Management: What Every Manager Should Do To Get Results by Judith Hale
74. Performance Intervention Maps, 36 Strategies For Solving Your Organizations Problems by Ethan Sanders and Thiagi
75. The Performance Technologist by ISPI Publications
76. The Power of Mindful Learning by Ellen J. Langer
77. A Practical Guide to Needs Assessment by Kavita Gupta
79. Principle-Centered Leadership by Stephen R. Covey
80. The Quick & Easy Way to Effective Speaking by Dale Carnegie
81. Simulation Games, 6th Edition by Thiagi
83. T&D Systems View: Learning by Design Versus Learning by Chance by Guy W. Wallace
84. Team and Organization Development Sourcebook by Mel Silberman (Patricia Philips)
86. Tests that Work: Designing & Delivering Fair & Practical Measurement Tools in the Workplace by Odin Westgaard
87. Training Games for Career Development by James J. Kink & Lynne D. Kirk
88. Training to Imagine: Practical Improvisational Theatre Techniques To Enhance Creativity, Teamwork, Leadership And Learning by Kat Koppett
89. Web Learning Fieldbook; Using the World Wide Web to Build Workplace Learning Environment by Valone Beer
90. Web-Based Training: Using Technology to Design Adult Learning Experiences by Margaret Driscoll