

## Library of Memories 2008

Stacy Julian ■ Course Syllabus

This syllabus is an overview of the scope and organization of A Library of Memories. Please keep in mind that while this is a twelve-part course, there are intermittent breaks that extend the class through sixteen calendar weeks.

### **February 28th**

- Lesson One: Introduction to Class
- Welcome packet contents
- Class objectives and goals
- Discussion of changes to 2008 session
- Take the Scrapstrong pledge!
- Finish taking student survey
- Stacy's story: the good, the bad and the ugly
- Set up desktop folders
- Presentation: Organizational products and alternatives
- Gather printed photos and begin chronological filing
- Begin chronological sorting/sifting of digital images
- Begin printing digital pictures for filing

### **March 6th**

- Break Week (Daily Emails)
- Continue sorting, printing and chronological filing
- **Welcome Chat: Saturday, March 8th 8:00 am PST**

### **March 13th**

- Lesson Two: How are You Currently Scrapbooking?
- Sticky-note and 5 W's exercise

- Least common layout assignment
- Complete Personal Assessment and record goals
- The problem with “caught up” and what I learned from Peter Jennings
- Review how to use the Big Picture tagbook (optional)
- **Chat: Saturday, March 15th 8:00 am PST**

### **March 20th**

- Lesson Three: Stacy, the anti-chronologist
- Why category files work: an introduction to photo triage
- Presentation: Photo Triage
- Download category questions and lists
- Set up Us, People, Places and Things bins
- Pull and sort a minimum of 100 prints
- Photo-connection gallery post
- Select albums and customize Library colors
- **Chat: Saturday, March 22nd 8:00 am PST**
- **Bonus Chat: Saturday, March 22nd 9:30 a.m. PST for returning LOM students**

### **March 27th**

- Lesson Four: Where Do my Pictures Go, How Does it all Flow?
- FYI: Share student survey report
- Review organizational sketch (book and download)
- Library lists and bubble charts
- Pull and Sort 100 photos
- Cover main divider cards and begin labeling sub-categories
- Set up limited category folders/tags for digital images
- Presentation: Introduction of Supporting files and tools

**April 3rd**

- Lesson Five: Library Albums
- Review Stacy's categories and subcategories
- Thumbnail review of triaged photos
- Album organization (framework sections)
- Begin moving completed layouts (optional)
- Pull and sort 300 photos into category files (print or digital)
- Introduction to Lesson Six's projects (supply list posted)

**April 10th**

- Break Week
- Presentation: A Trip through Stacy's Library
- Continue sorting, printing and chronological filing
- Work on title and section pages and setting up albums

**April 17th**

- Lesson Six: Sliced Bread and Photo Albums
- It's not about the pictures
- Download overflow chart
- Photo-album Scrapbooking
- Alter an album
- Slip-n-share and gallery post
- **Chat: Saturday, April 19th, 8:00 am PST**

**April 24th**

- Lesson Seven: Memorabilia
- Collecting, sorting and storing the "other stuff"
- Toss and chant exercise
- Setting up a memorabilia notebook

- Cross-referencing memorabilia with the library system
- Memorabilia layout assignment and gallery post
- Bonus: The bits and pieces of life (introduction to cultural ephemera)
- Preview and prep Lesson Ten's project
- **Chat: Saturday, April 26th 8:00 am PST**

## **May 1st**

- Lesson Eight: Duplicates, Leftovers, Cold Storage, Square-punch Drawers and The Circular File
- Review on digital triage as prep for mini-library project
- Instructions for the two-week break
- Presentation: School of Life and Photos I Love
- Note: Join Stacy on Saturday, May 3rd for National Scrapbooking Day Activities at [simplescrapbooksmag.com](http://simplescrapbooksmag.com)

## **May 8th and May 15th**

- Break Weeks
- Continue triaging/printing annual highlights for mini-Library
- Create and assemble mini-Library
- Finish up Library of Memories set up, so we can SCRAPBOOK!

## **May 22nd**

- Lesson Nine: All About Us
- Review of universal categories
- Oversized photos, portraits
- Family Card File of quotes and quips
- Growing and adapting your Library albums
- Layout assignments and gallery post

**May 29th**

- Lesson Ten: People We Love
- Review of universal categories
- Christmas Card Photos and Refrigerator Finds
- Bonus Download: family information sheet
- Online album challenge with Shutterfly
- Layout assignments and gallery post

**June 5th**

- Lesson Eleven: Places We Go
- Review of universal categories
- Top ten places
- Optional cross-referencing to other projects
- Layout assignments and gallery post
- **Final Chat: Saturday, June 7th**

**June 12th**

- Lesson Twelve: Things We Do
- Review of universal categories
- Allowing “things” to become themes!
- Layout assignment and gallery post
- Student survey posted
- Presentation: Highlights of LOM 2008

***Note: Syllabus subject to minor changes and additions!***