

ICA Workshop Running Sheet

Workshop:	Workshop 1 - Expect the Unexpected: Disaster Preparedness – Designed for Archival Institutions		
Date:	Monday 20 August		
Time:	9.00am to 4.00pm		
Registrations	30	Maximum	30
Location / Venue:	Queensland Maritime Museum		
Venue information	412 Stanley Street, South Brisbane Located at the Southern end of the South Bank Parklands, just at the base of the Goodwill Pedestrian Bridge. Delegates to make their own way to the venue.		

Name	Position	Organisation
Presenters		
Christine Ianna	Manager, Publications Reformatting	State Library of Queensland
Ian Batterham	Assistant Director, Preservation Services and Projects	National Archives of Australia
Ian Jempson	CEO	Qld Maritime Museum
Workshop assistant(s)		
Sponsor and other acknowledgements		
The Organising Committee of the International Council on Archives 2012 Congress would like to thank the Queensland Maritime Museum for providing the venue for today's workshop.		

Speaker profiles
Christine Ianna
Ian Batterham
Ian Jempson

Draft Running Sheet

Time	Activity	Notes
9.00am	Workshop commencement time	
9.05am	Workshop assistant invites presenter to speak	
10.30am	Break for morning tea	
10.45am	Workshop assistant calls participants back to the workshop room.	
12.30pm	Break for lunch	
1.15pm	Workshop assistant calls participants back to the workshop room.	
3.00pm	Break for afternoon tea	
3.15pm	Workshop assistant calls participants back to the workshop room.	
4.00pm	Workshop assistant thanks the presenters, and the Qld Maritime Museum for providing the venue, invites participants to tomorrow's opening ceremony, advises participants to collect certificates, and closes the workshop.	