

# INDIGENOUS LANGUAGES EVENTS

International Year of  
Indigenous Languages Events  
Promotional Resources for  
Libraries and Archives



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Canadian Federation of Library Association  
Fédération canadienne des associations de bibliothèques  
Indigenous Matters Committee

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# ABOUT THE INTERNATIONAL YEAR OF INDIGENOUS LANGUAGES

2019 is the [UNESCO International Year of Indigenous Languages](#) (IYIL2019). To celebrate this year, UNESCO has put together [a calendar](#) that will feature IYIL2019 events internationally. There will also be [an archive of IYIL2019 events](#). In order to celebrate and to acknowledge Indigenous Language events happening in libraries and archives across Canada, the Canadian Federation of Library Associations Indigenous Matters Committee (CFLA-FCAB IMC) is encouraging library and archives staff to submit their events and share resources on the UNESCO portal. This resource is meant as a guide on how these resources and events to the appropriate portal, as well as how to sign up for a UNESCO IYIL2019 Account.

## WHY POST YOUR RESOURCE OR EVENT ON THE IYIL2019 PAGE?

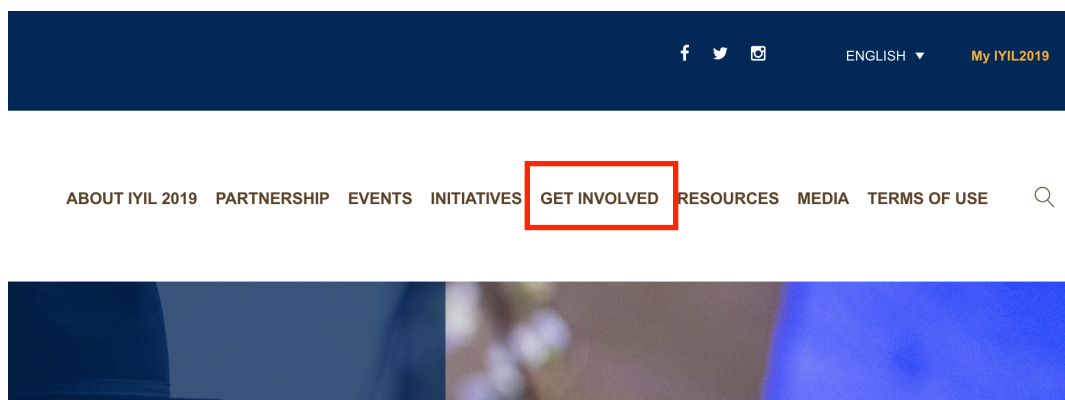
In order to highlight the variety of Indigenous Language Events happening in libraries and archives, as well as our partners, in Canada, it is important to represent this on a global platform. The IYIL2019 Platform is visited by thousands of people from around the world and will give your event or resource a larger audience.

In addition to this, adding your resource or event on the IYIL2019 Page will grant you access to use the IYIL2019 logo. For more information on this, please see the **Using the IYIL2019 Logo** section.

# SIGNING UP FOR AN ACCOUNT

In order to submit events, organizations or individuals must create an account with UNESCO and IYIL2019. To do so, follow these steps:

1. From the [IYIL 2019 Website](#), scroll over the *Get Involved* Tab on the top right corner of the page



2. From there, there are two options for registrations, [Organization Registration](#) and [Individual Registration](#)

An organization registration would be appropriate for libraries, archives or departments who wish to post events and resources on behalf of a group of people or an organization

An individual registration is appropriate for individuals such as Knowledge Keepers, Language Speakers, Languages teachers and other community members who may be independently organizing an event or creating a resource

3. Fill in the form and submit. Please allow for up to 24 hours for verification and activation of your IYIL2019 Account.

(Please note that having an account does not automatically grant you or your organization official partnership status with UNESCO or IYIL2019)

# SUBMITTING AN EVENT TO IYIL2019

Once you have been granted access through an organization or individual user account, you can now submit your events to the IYIL2019 portal.

1. In order to access the IYIL2019 portal, once you have created an account, login via the [MYIYIL2019 link](#) in the top right corner of the page



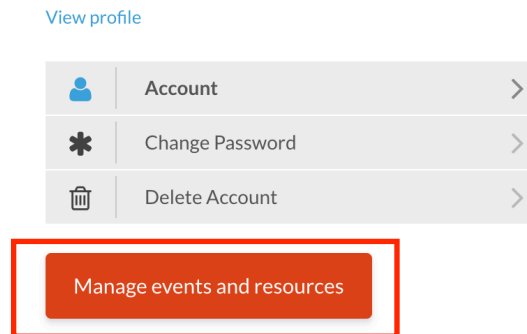
VED RESOURCES MEDIA TERMS OF USE



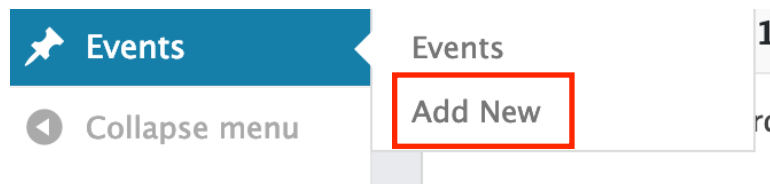
2. From there, you will be prompted to enter your username and password

A login form with a light gray background. At the top left is a circular logo with stylized human figures in blue and orange. To the right of the logo, the text "2019 | INTERNATIONAL YEAR OF Indigenous Languages" is displayed, with "Indigenous Languages" in a larger, bold font. Below the header is a white rounded rectangle containing two input fields: "Username or Email Address" and "Password". Below these fields is a red button with the text "LOG IN" in white. At the bottom of the form, there is a link that says "Lost your password?".

3. Once you have logged in, click on the *Manage events and resources* button on the left side of the screen



4. You will be redirected to the IYIL2019 Dashboard. In the top left corner, choose the pinned *Events* tab and select *Add New*



5. From there, you will be directed to a form that asks for the following criteria:

## IYIL2019 EVENT FORM

Form Category	Explanation
Title of the Event*	The Name of the Event
Event Category*	The options are: Capacity building, Conferences/Advisory, Cultural events, Media, Others
Where*	For CFLA-FCAB members, the geographical scope will largely be within the option <i>Europe and North America</i>
Country*	The country of the event
Set a marker in the map (Enter Address)	This will create a pin in the eventual map for IYIL2019
Venue*	The location of the event

Language	The main language this event will be conducted in (Please note that the options are United Nations operating languages, leaving Indigenous Languages in the <i>Other</i> category)
Date and time	The start and end date and time of the event
Description*	A long description of the event is a mandatory field
Major Objective*	This is a check boxed list of the IYIL2019 objectives
Thematic Areas*	The options are: Access, Promotion, Support
Main areas of intervention*	This is a check boxed list of the IYIL2019 interventions
Web resources	Social Media links, websites
Organizer Logo	The logo of the organization, library, archives or individual
Organizer in Charge*	The name of the organizer(s)
Organizer Email*	The library or archives staff organizer e-mail
Organizer Web resources*	A space to add social media links or websites. Please note that an organizer's website is a mandatory field*
Organizer address*	The organization, library , archives or individual's address
Type of organizer	Please note that libraries and archives will mostly fall under the categories of Academia, Government, NGOs/Civil Society, and some individuals may fall under Indigenous Peoples' Organization
Partner	Any partnered Indigenous Nations, organizations
Request for IYIL 2019 logo	For more information on this, please see the <b>Using the IYIL2019 Logo</b> section
Annexes	A space to add additional information such as programmes, images, materials and reports

\* denotes a mandatory field

# SUBMITTING A RESOURCE TO IYIL2019

For IYIL2019, UNESCO is also collecting a portal of resources for Indigenous Languages. These may include, but are not limited to, articles, best practices, documents, and reports.

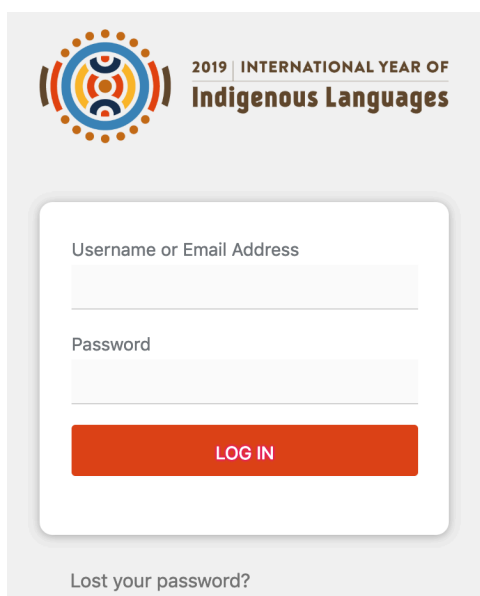
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VED RESOURCES MEDIA TERMS OF USE

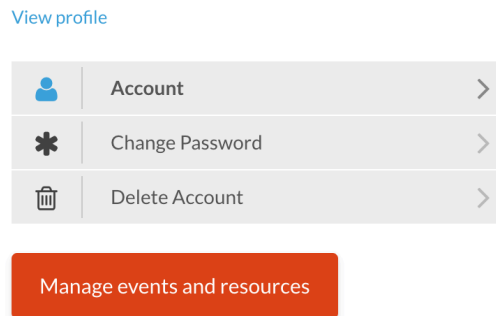


2. From there, you will be prompted to enter your username and password

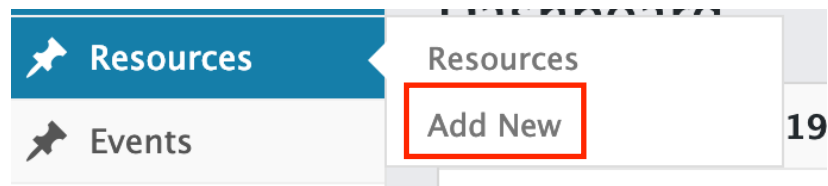




3. Once you have logged in, click on the *Manage events and resources* button on the left side of the screen



4. You will be redirected to the IYIL2019 Dashboard. In the top left corner, choose the pinned *Resources* tab and select *Add New*



5. From there, you will be directed to a form that asks for the following criteria:

## IYIL 2019 RESOURCE FORM

Form Category	Explanation
Resource Title*	Title of the resource
Cover*	A covering image for the resource
Description	A description of the resource
Resources Categories*	A drop down menu to add category metadata for the resource (e.g. Aboriginal language, academic papers, etc.)
Thematic Areas*	A drop down menu to add thematic metadata for the resource (e.g. Capacity-building, Access, Cultural and Linguistic Continuity, etc.)

Call Topics*	A drop down menu of calls to action included in the resource (e.g. Environmental and language activism, Gender equality, Intergenerational transmission, etc.)
Major Objectives*	A drop down menu of the Major Objectives outlined by UNESCO for IYIL2019
Main areas of intervention*	A drop down menu of the Main Areas of intervention outlined by UNESCO for IYIL2019
Resource type*	Select one of the following options: Document, Gallery, Link, Video

# MARKETING AND COMMUNICATIONS

Beyond adding your event or resource into the IYIL2019 Portal, it is a good practice to include events and resources on Social Media. Please use the official UNESCO IYIL2019 hashtag when creating content on various platforms. The official hashtag is **#IYIL2019**.

Please also consider sending your event to the Indigenous Matters Committee Communications Team so that it can be posted to the Indigenous Matters Committee [Facebook](#) and [Twitter](#) Pages.

If your event or resource includes Indigenous Language collections, consider sending that information to the [@WeHaveYourLanguages Twitter account](#). This account is focused on re-connecting Indigenous communities with libraries and archives that contain Indigenous Language materials within their collections. Emails can be sent to [wehaveyourlanguage@gmail.com](mailto:wehaveyourlanguage@gmail.com).

# USING THE IYIL2019 LOGO

Registered organization and individual users can use the IYIL2019 standalone logo. Users may request the use of the IYIL2019 Standalone logo while entering their Event into the portal. There are three levels of logo usage: In partnership with UNESCO, IYIL2019 Standalone logo, Under UNESCO patronage.

It is recommended that libraries and archives wishing to pursue this option use the IYIL2019 Standalone Logo, and request permission during the process of adding a new event.

For more information on permitted uses, legal uses and logo options, please see [the UNESCO IYIL2019 Use of Logos Page](#) and [the Visual Guidelines Document](#).



International Year of Indigenous Languages Standalone Logos