



## American Corners - Quick Info for Partners

### Resources

- American Corners Website: For AC Coordinators & Staff. Calendar of commemorative events & holidays; IIP thematic packages; Program- and collection-development resources  
<http://americancorners.state.gov>  
ID: american  
Password: corners
- US Department of State Website: <http://www.state.gov/>
- Embassy Website in your country

### Discussion Lists

- Listserv for American Corners local staff, and American officers and FSNs working with American Corners, ACSTAFF-L:  
<http://statelists.state.gov/archives/acstaff-l.html>
- **Facebook Group for American Corners Coordinators (closed group; you must request to join):**  
<http://www.facebook.com/#!/groups/168243303244642/>

### American Corners: Core Characteristics

- Current Memorandum of Understanding (MOU), drafted and signed by the Embassy and the host institution; outlines the shared commitment and respective responsibilities of each institution
- Corner provides space sufficient for hosting collections and programs
- Collections of information on the U.S. such as books, U.S. documents & reports, periodicals, films, and posters, which are publicly accessible (recommended minimum of 800 titles)
- Supervised Internet access provided in locations where available
- Corner serves as a platform which offers programs on, or information about: the US, cultural programs, study in the US, English language learning, alumni programs
- Corner hosts a minimum of twelve programs per year
- Reference desk modeled on American public library service
- AC staff assigned by host institution are conversant in English
- Regular reporting on Corner programs and activities

## Sample American Corner Monthly Report

<b>Statistical Record</b>	
Number of Visitors	
Number of Programs Held	
Total attendance at programs	

<b>List of Programs Held</b>					
Title	Presenter	Date	Audience Level	Attendance	Comments

Send American Corner photos to this site, and/or include them in your reports to your embassy contact: [americanspaces@yahoo.com](mailto:americanspaces@yahoo.com)

Tips for good photographs:

### **Good photographs of events:**

- Are well-lighted
- Show patrons enjoying themselves
- Are taken at close range and clearly show the faces of those being photographed
- Are “action shots.” Persons in the photograph are doing something (speaking to a group, working together on a project, engaged in a discussion)
- Include a caption that identifies who is in the photograph and what is happening

### **The most common reasons for less effective photographs:**

- Participants are looking down and their faces are not visible; no one is smiling
- The photo is too dark
- Tables and desks in foreground have plastic water bottles and other objects in the way
- The photographer was too far away from the subjects of the photograph
- The photo is “static” and simply shows people sitting passively or staring at the camera
- It is unclear who the people in the photo are or what they are doing

### **Contacts for assistance with American Corners issues:**

- Your regional PD Officers
- Your regional Information Resources Officer (IRO)
- IIP/IR American Corners Coordinator, Anne Johnson  
[JohnsonAJ7@state.gov]
- IIP/IR American Corners Program Analyst, Eileen Deegan  
[Deeganeg@state.gov]