



LIBRARY AND INFORMATION SCIENCE TEXT SERIES



SEVENTH EDITION

COLLECTION MANAGEMENT BASICS

Margaret Zamosky Saponaro and G. Edward Evans

Collection Management For School Libraries

Holly Hibner, Mary Kelly



Collection Management For School Libraries:

Collection Management for School Libraries Joy McGregor, Ken Dillon, James Henri, 2003 Co published with Charles Sturt University Centre for Information Studies **Collection Management for Youth** Sandra Hughes-Hassell, Ph.D., Jacqueline C. Mancall, 2005-01-31 Connecting to the guidelines of Information Power Collection Management for Youth is grounded in educational theory to help relate the whys with the hows Using educational theory and research it describes a plan to build and maintain a solid collection in the midst of flux while meeting students information needs in a holistic context

Collection Assessment and Management for School Libraries Debra E. Kachel, 1997-06-25 A leader in cooperative collection development for the school library presents a framework for developing school library collections in today's era of access vs ownership and cooperative resource sharing This guide provides new tools and techniques for analyzing collections including ready to use collection data gathering forms and collection assessment and analysis worksheets Also included are examples of a written collection development policy a selection policy a copyright policy and procedures and an Internet use policy It shows how to map the school curriculum represent library collections using automated circulation data and document priorities for the collection The guide is based on the premise that school library media specialists must have a clear understanding of their collection strengths and needs before participating in cooperative collection development in order to think globally but act locally The author provides more than 30 collection assessment tools worksheets and exemplary written sample collection policies that have proven effective in school library media centers and can be adapted for use in grades K through 12 Kachel provides both qualitative and quantitative techniques to analyze existing collections based on the conspectus approach Cooperative collection development activities are detailed including the financial technical and human resources needed for success Methodologies for providing a rich base of resources matching curricular and student needs in a cost effective and user relevant fashion enhance the managerial and leadership role of the school library media specialist For all school library media specialists who plan to analyze and assess their collection and participate in cooperative collection development this guide provides all the tools necessary to accurately and successfully manage this activity in a cost effective manner **Collection Management for School Library Media Centers** Brenda White, 1986 Solve the nitty gritty problems of developing and maintaining collections in elementary and secondary schools with this highly practical volume A diverse group of experts has provided stimulating and creative approaches to such problems as identifying needs establishing priorities among conflicting needs and responding effectively to those established priorities

Collection Management Basics Margaret Zarnosky Saponaro, John Novak, G. Edward Evans, 2025-09-04 This eighth edition offers students and working professionals the tools to manage the complex process of creating appropriate collections of resources for all types of libraries Managing collections in today's environment is a challenging process This eighth edition of the classic text on collection management covers all aspects of the management cycle from selection through deselection and

preservation The text also includes discussions of intellectual freedom legal issues in collection development and collaborative collection development Timely topics such as diversity open access AI digital preservation local history creation spaces and libraries of things bring this comprehensive overview up to date Engagingly written and easy to understand chapters rely on feedback from experts working in the field and include many sidebars with practical examples and resources Designed primarily for students in LIS programs the text is also a valuable resource for all library workers responsible for collection management

Fundamentals of Collection Development and Management Peggy Johnson, 2014-03-21 In this sweeping revision of a text that has become an authoritative standard expert instructor and librarian Peggy Johnson addresses the art of controlling and updating library collections whether located locally or accessed remotely Each chapter offers complete coverage of one aspect of collection development and management including numerous suggestions for further reading and narrative case studies exploring the issues

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Managing and Analyzing Your Collection Carol A. Doll, Pamela Petrick Barron, 2001-12-31 Calculations and formulas are presented to help librarians gather statistics for analysis and management of the collection Using measures of timeliness relevancy use percentages user profiles and comparisons librarians can determine in quantitative ways the quality of a library's collection Step by step directions show how to analyze data produced by automated systems conduct random sampling evaluate all types of information

formats and estimate the cost of updating the collection Doll teaches in the Graduate School of Library and Information Science at Wayne University Barron teaches in the Department of Library and Information Studies at the University of North Carolina There is no subject index Annotation copyrighted by Book News Inc Portland OR **Collection Management for Youth** Sandra Hughes-Hassell,2020-12-08 With a renewed emphasis on facilitating learning supporting multiple literacies and advancing equity and inclusion the thoroughly updated and revised second edition of this trusted text provides models and tools that will enable library staff who serve youth to create and maintain collections that provide equitable access to all youth And as Hughes Hassell demonstrates the only way to do this is for collection managers to be learner centered confidently acting as information guides change agents and leaders Based on the latest educational theory and research this book presents the argument for why collection management decisions and practices should focus on equity exploring systemic inequities educational paradigm shifts developments in the information environment and other key factors lays out the theoretical foundation for developing and managing a library collection that facilitates learning supports the development of multiple literacies and provides equitable access to an increasingly diverse group of young learners touches upon current competencies and standards by AASL YALSA and ALSC uses a learner centered and equity perspective to cover core issues and criteria such as selection and removal of materials budgeting and cooperation among libraries shows how a business viewpoint can assist the learner centered collector in articulating the central significance of the collection to learning discusses how library staff can work collaboratively to create policy and negotiate budgets and includes customizable tools and templates including a Stakeholder Contact SWOT Analysis Decision Making Model for Selecting Resources and Access Points that Support Learning and Advance Equity and Collection Development Analysis Worksheet This resource will be as useful to current school librarians and supervisors youth librarians in public libraries and educators as it will to LIS students

Collection Management Basics Margaret Zarnosky Saponaro,G. Edward Evans,2019-05-24 If the heart of the library is its collection this textbook provides the keys to the heart of your library Alongside standards of basic principles and processes you ll find practical guidance on everything from acquisitions to preservation Managing collections in today s libraries is more complicated and challenging than ever Electronic formats new options for collaboration and sharing and the drive to use data for evaluation purposes are just a few of the changes now driving collection management This updated edition of a classic text addresses changes in the field and provides a thorough overview of what collection development specialists now need to know to effectively and efficiently manage processes that range from selection and assessment to sharing resources handling challenges weeding and preservation Readers will find increased coverage of technical services intellectual freedom and censorship and collection policy development as well as budget development and tracking joint purchasing and negotiating with vendors Updates on e resources user needs assessment including data visualization and disaster management along with suggestions for further reading are also included Engagingly written and easy to understand this is a

valuable text for students preparing for careers in public academic school and special libraries It will additionally serve as a training resource and professional refresher for practitioners

Making a Collection Count Holly Hibner, Mary Kelly, 2010-09-01 Making a Collection Count connects the various pieces of library collection management such as selection cataloguing shelving circulation and weeding and teaches readers how to gather and analyze data from each point in a collection s life cycle Relationships between collections and other library services such as reference programming and technology are also explored The result is a quality collection that is clean current relevant and useful and which connects and highlights various library services Offers practical applications for collection librarians and managers who are practitioners in the field It is more than just a theoretical discussion of collection quality and collection management because useful realistic advice is offered This is not a book about collection development It is unique in that the focus is on collection quality making the most of a library collection budget performing physical inventory and gathering using data and statistics about collections Broad international appeal to various library types public academic school and special

Providing More with Less Ken Dillon, James Henri, 1998

Collection Management Charles B. Osburn, Ross Atkinson, 1991

The Collection Program in Schools Marcia A. Mardis, 2016-02-25 This thorough treatment of collection development will serve school library educators and students as well as practicing school librarians providing quick access to information that is both immediately useful and helpful as unforeseen situations arise Our digitally rich world changes quickly and contains more information resources than ever before as a result school librarians are tasked with the enormous challenge of curating a diverse high quality and up to date collection for teachers students and administrators to use This new edition of The Collection Program in Schools gives school librarians the tools to develop and maintain a collection in a constantly changing environment often with reduced budgets and to ensure that students can use virtual libraries and have access to all modern media and learning resources The book logically progresses in its coverage of national and state policy concerns to community needs to the process of collection building and maintenance Topics covered include key education trends affecting collections such as digital textbooks and other non print resources instructional improvement systems STEM priorities and open education resources the use of school libraries as makerspaces media type considerations for a range of users Common Core State Standards and Next Generation Science Standards and the principles of curation acquisition description organization promotion evaluation and maintenance This guide is ideal for use in many graduate level school librarian preparation courses including classes on school library collection development and school library management

Managing School Libraries in Elementary & Secondary Schools Jerry L. Evans, Rudy Leverett, Darrell Loosle, Jerry Pelton, 1998-05 Playing a vital role in the total instructional program at all grade levels the school library has long been recognized as an integral part of any school system This manual addresses the management of school libraries beginning with an overview of the school library program Includes chapters on the district coordinator and the processing center the

library budget teaching information finding and evaluating skills suggestions for facility planners materials selection weeding and inventorying copyright law media programs and using teacher aides Appendices include accreditation standards and job descriptions

Health Sciences Collection Management for the Twenty-First Century Susan K. Kendall, 2018-01-15 Selected as a 2025 Doody's Core Title Health Sciences Collection Management for the Twenty-First Century is intended for those with any level of experience in health sciences collection management This book from the authoritative Medical Library Association starts with the context of health sciences publishing and covers the foundations of selection budgeting and management It won't tell new librarians what to buy but will give them background and criteria that should go into their selections However the focus of this book is not only on best practices but also on the big picture and the deeper changes in the field that affect decision making Subjects not always covered in many collection development textbooks such as marketing or accessibility are included because they are part of the larger collections landscape Chapter contributors bring their own perspectives to the topics Stories of different libraries experiences bring interesting topics to the forefront in practical specific and timely detail While whole books have been written that go into some of these topics more in depth on their own the treatment of each topic here focuses on the unique perspective and concerns of the collection manager

Working with Library Collections Hali R. Keeler, 2017-01-05 Working with Collections An Introduction for Support Staff deals with the technical service aspect of library work the processes that put a book on the shelf or online It provides an introduction to publishers vendors preparing items for use and caring for items in the collections and is both a text for professors who teach in library support staff programs and their students and an introductory manual for support staff who work in libraries This material is written in clear language with practical examples of how performance can contribute to exemplary library service It is aligned with the ALA support staff standards and prepares library support staff to know how to use an integrated library system and other appropriate online tools Know the basic principles of collection development and management Assist with decisions regarding selection de-selection retention and replacement of all types of library resources Know the basic principles and can apply the appropriate procedures to the processes that provide users with access to a wide variety of content Know the various ways in which content in multiple formats is produced and distributed to libraries Understand the value of resource sharing agreements and apply them to collection decisions Know and use the recognized standard evaluative sources to assist with collection development Know the principles and basic practices regarding the preservation of library resources Apply appropriate methods and techniques for accurate preparation of library resources Explain and apply policies regarding library collections

Library of Congress Subject Headings Library of Congress. Cataloging Policy and Support Office, 2013

Library of Congress Subject Headings Library of Congress, 2012

School Library Collection Development Claire Gatrell Stephens, Patricia Franklin, 2012-09-11 This practical manual demystifies the process of creating and maintaining a quality school library collection an invaluable resource for anyone working in a library media center Today

s school librarians have many different responsibilities but arguably the most important aspect of their job is developing and maintaining a collection that their library customers love School Library Collection Development Just the Basics is an accessible practical manual that explains the fundamentals of purchasing developing and managing a collection Containing information useful to anyone from a paraprofessional working under the guidance of a certified school librarian to a newcomer to the field to a certified media specialist this book covers all of the basics through best practices The authors provide much needed advice on how to add to an existing collection how to weed books no longer needed and how to process and inventory that collection This book is a must have resource for staff members who are new to school libraries and need an easy to read guide to help them quickly learn the job

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