

JOHN J. BURKE



Neal-Schuman Library Technology Companion

A BASIC GUIDE FOR LIBRARY STAFF



6th
EDITION

Nealschuman Library Technology Companion A Basic Guide For Library Staff

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professional looking to stay at the forefront of technological advancement This all in one guide helps readers contribute to improving institutional performance boost productivity and stay connected to the latest library technology topics and tools by offering incisive coverage of Library technology basics with a historical overview providing context suggested resources for staying up to date and a chapter on appraising and purchasing equipment and putting systems into operation Technology tools including computers of all kinds desktops laptops tablets and mobile devices office applications the wireless world the vast changes and potential of library catalogs and databases social media and much more How libraries put technology to work through adaptive assistive technology virtual reference blogs screencasting distance learning and other day to day workflow Building and maintaining technology offering guidance on spam spyware security strips and other dangers of the cyberworld plus troubleshooting tips for typical technology problems and advice on making technology environments comfortable for users The importance of long range technology planning and how to take steps to start the planning process

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Working with Library Collections Hali R. Keeler, 2025-09-04 Library support staff who work with collections assist with the processes that put library materials on the shelf or online this work requires knowledge and understanding of publishers vendors preparing items for use and caring for items in the collections *Working with Library Collections An Introduction to Technical Service for Support Staff* is a text for library support staff programs and an introductory reference manual for support staff who work in libraries This book will guide support staff to better 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 practices of cataloging materials Know the principles and basic practices regarding the preservation of library resources Apply appropriate methods and techniques for accurate preparation of library resources Can explain and apply policies regarding library collections The *Library Support Staff* series is aimed for staff that work in libraries and want to enhance their skills college professors who teach library support staff instruction and or students who seek academic credit Each book in the series addresses a specific course in an academic curriculum for library support staff Content of each book in the series is aligned with American Library Association competencies for accredited programs and learning for library support staff ALA LSSC The text is written in clear language with practical examples of how performance can contribute to exemplary library service *Guide to Reference in Essential*

General Reference and Library Science Sources Jo Bell Whitlatch, Susan E. Searing, 2014-08-06 Ideal for public school and academic libraries looking to freshen up their reference collection as well as for LIS students and instructors conducting research this resource collects the cream of the crop sources of general reference and library science information

Introduction to Public Librarianship, Third Edition Kathleen de la Pena McCook, Jenny S. Bossaller, Felton Thomas Jr., 2018-12-18 Put simply there is no text about public librarianship more rigorous or comprehensive than McCook's survey. Now the REFORMA Lifetime Achievement Award winning author has teamed up with noted public library scholar and advocate Bossaller to update and expand her work to incorporate the field's renewed emphasis on outcomes and transformation. This essential tool *Library Journal* remains the definitive handbook on this branch of the profession. It covers every aspect of the public library from its earliest history through its current incarnation on the cutting edge of the information environment including statistics, standards, planning, evaluations and results, legal issues, funding and politics, organization, administration and staffing, all aspects of library technology from structure and infrastructure to websites and makerspaces, adult services, youth services and children's services, associations, state library agencies and other professional organizations, global perspectives on public libraries, and advocacy, outreach and human rights. Exhaustively researched and expansive in its scope, this benchmark text continues to serve both LIS students and working professionals. *Library Technology Planning for Today and Tomorrow* Diana Silveira, 2018-10-15 Technology is a crucial part of libraries today. But when it comes to figuring out the most effective technologies for their library or to planning for future technology needs, many librarians don't know where to begin. *Library Technology Planning for Today and Tomorrow* is the place to start. This practical guide will be of special value to those in small and medium size libraries, especially those new to the planning process who have not previously implemented technology or who have had difficulty implementing strategic plans. By using this LITA guide, overwhelmed librarians can create a sound, realistic technology plan and implementing that plan by identifying each step necessary to accomplish the library's goals. As they follow this road map from beginning to end, library staff will be able to meet the technology needs of their communities and to achieve their library's technology goals. This step-by-step guide takes the reader through the process of successfully creating and implementing a library technology plan. Each chapter addresses an aspect of planning and implementation from conducting a technology audit and selecting appropriate devices to deploying new technologies and training staff and users. Further, this LITA guide will help librarians evaluate the success of their work in developing and implementing their technology plans. Public Library Administration Transformed Karen Starr, Patrick Ragains, 2018-09-18 Public libraries have historically faced challenges as viable units in local government. As society struggles with issues related to the scope and effectiveness of government, librarians must ask: How and why will communities support public libraries in the 21st century? *Public Library Administration Transformed* covers public library administration in a comprehensive and detailed manner. Chapters cover administrative functions of the library, public

finance administrative law library governance human resources leadership strategic planning program management and evaluation marketing and public relations intergovernmental relations cooperative government The discipline of public administration develops skills that are vital to successful libraries Grounded in the context of public administration this book provides a framework for future library services focusing on effective public sector skills organizational and service innovation information technology readers and the full range of library constituents Suitable for use in public library classes exam copies are available to qualified instructors of such courses upon request *Integrated Library Systems* Desiree Webber, Andrew Peters, 2010-08-19 This book offers everything you need to know about selecting and implementing the best integrated library system ILS for your library whether you purchase and install it yourself or hire a consultant to assist you This is the book you've been waiting for *Integrated Library Systems Planning Selecting and Implementing* is an all inclusive guide to acquiring a new ILS Detailed and practical the book covers every step of the process from cost benefit analysis to evaluating software writing the request for proposal and implementation and training You'll learn about different types of integrated library systems standalone turnkey hosted software as a service cloud computing and open source and how to assess your facility and staff to find the best fit The book also covers evaluation of software and hardware third party add ons such as RFID and writing successful budget proposals and justification statements There is even specific headache saving advice on working with sales reps such as the warning not to ever accept the statement The vendor will not be held accountable to the contents of the RFP Even if you're working with a consultant this book will help you understand the process and make informed decisions **Technology Handbook for School Librarians** William O. Scheeren, 2015-08-18 Stay current meet educational standards and keep your students coming back again and again by incorporating the latest technologies into your school library Both theoretical and practical this book will provide you with a strong introduction to a variety of technologies that will serve you and your patrons well Each chapter addresses a different aspect or kind of technology You'll learn essential skills planning and funding techniques and what hardware and software you'll need You'll find plenty of information on creating or maintaining your library's web presence through websites blogs and social networking as well as on various tools that you can use and apply to your curriculum Many state standards include technology components and this guide shows you how to meet them and stay up to date You'll also learn what you should watch for in the future so you remain essential to your school Technology for the School Librarian William O. Scheeren, 2010-01-22 The world of the school librarian has changed significantly over the past ten years with the proliferation of technology into all phases of education this book attempts to address these issues What does a school librarian need to know about technology *Technology for the School Librarian Theory and Practice* is an introduction to all aspects of technology in the school library and provides a starting point for further study of this wide ranging and critically important field The only book that addresses both the theoretical and the practical aspects of the subject *Technology for the*

School Librarian is organized into 13 chapters describing the most vital topics in technology for school librarians. Within these chapters, school librarians, whether practicing or prospective, will be introduced to the practical aspects of technology in the school library and presented with a theoretical framework that will allow them to continue their research and learning. Case studies facilitate understanding, as do the study questions included with each chapter.

The Handbook of Art and Design Librarianship Paul Glassman, Judy Dyki, 2017-10-24. The Handbook of Art and Design Librarianship integrates theory and practice to offer guidelines for information professionals working in art and design environments who need to support and anticipate the information needs of artists, designers, architects, and the historians who study those disciplines. Since the first edition of this title, the world of art and design libraries has been transformed by rapid advances in technology, an explosion in social media, and the release of new standards and guidelines. This new edition, offering mostly entirely new chapters, provides an accessible, fully updated guide to the world of academic art and design libraries from a range of international experts who reflect current practice at a global level. Coverage includes case studies and library profiles providing benchmarks for developing facilities, teaching and learning including the ACRL Framework, teaching with special collections, meta-literacies, instructional design, and cultural differences, developments in institutional repositories, digital humanities, and makerspaces, contemporary library design, spaces for collaboration and sustainability. This book will be useful reading for students taking library and information science courses in art librarianship, special collections, and archives, as well as practicing library and information professionals in art and design, school libraries, art museum libraries, and public libraries.

Change Management for Library Technologists Courtney McAllister, 2019-08-22. Technology has transformed how libraries, archives, and museums store and display their collections, engage with their users, and serve their communities. The pressure to implement new technologies is constant, but technology that isn't truly useful to users, staff, and stakeholders can represent a huge investment of time and money that yields little reward. In order to make meaningful technology changes in our libraries, archives, and museums, we need a flexible toolkit that will help information professionals become change leaders navigating the equally complex variables associated with system specs and human experience or perception. Change management incorporates these concerns into a comprehensive framework. Change management principles form the foundation for this book's approach to managing technology change. While change will inevitably elicit unexpected situations or complications, cultivating a change management repertoire can help information professionals better identify opportunities for valuable technology change, plan and execute those changes, assess the process, and translate the experience into enriched plans for the future. Whether you have been managing library systems for decades or are an MLIS student, this book is designed to introduce you to change management principles and practical skills that you can apply to your local organization's needs. Chapters on assessment, communication, and iterative change outline a wide range of skills that can facilitate changes like an ILS migration, makerspace launch, website re-design, or room reservation process overhaul. The

condensed case studies integrated throughout the book demonstrate the breadth of technology changes taking place in the field and give first hand accounts of triumphs and learning experiences There is universal template that guarantees successful technology change But a robust change management toolkit can cultivate organizational adaptability and responsiveness that empowers libraries archives and museums to make the most of current technology changes and positions them to embrace new ones Encyclopedia of Computer Science and Technology Harry Henderson,2009 Presents an illustrated A Z encyclopedia containing approximately 600 entries on computer and technology related topics **Keep It Simple** Ravonne A. Green,Vera Blair,2011-03-21 Simple straightforward guidance for the practitioner who wants to use assistive technologies to extend library access Keep it Simple A Guide to Assistive Technologies provides a basic tutorial on common assistive computer applications and commonly available inexpensive hardware and software to help librarians incorporate such aids into the library s current infrastructure Focusing on applications commonly available on Microsoft Office and other low cost technologies this book offers guidance for the practitioner that can help every library move toward universal access Librarians will find advice on planning accessible services selecting appropriate assistive technologies marketing disability services and assistive technology and training staff in disability services issues and the use of assistive technology Individual chapters cover print hearing speech and mobility disabilities offering resources and tutorials for each of these disability categories

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