School Library Management 7th Edition

This book is an essential overview of what it means to be a library and information professional. Hirsh provides a broad overview of the transformation of libraries as information organizations, why these organizations are more important today than ever before, and the various career opportunities available for information professionals.

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. Provides faculty and students with a thorough, up-to-date overview of all aspects of the collection development process Helps collection development librarians to address new challenges such as online resources, how to use new tools for assessing your library's collection, developing a budget, and negotiating with vendors Engages readers and is easy to read, with real-life examples to clarify principles and concepts May be used as a text for LIS courses on collection development as well as a resource for training and personal or professional enrichment

School Library ManagementLinworth Publishing, Incorporated

This essential, single-volume textbook supplies a comprehensive introduction to library management that addresses all the functions of management, specifically within the ever-evolving modern library environment. • The latest edition of a best-selling core management text—now in its ninth edition—covering all the management functions of libraries and information centers • Supplies new discussion topics, examples of management challenges, and case studies • Provides a global perspective on library management • Contains new discussion topics and case studies and offers supplementary online materials • Includes "Chapter Takeaways," a list of topics that the reader should understand after reading the chapter; "Management on the Job" sections referencing a specific journal article that demonstrates the chapter topic; and "Talk about It" and "Practice Your Skills" segments that offer readers a chance to demonstrate what they are learning

Effective administration of libraries is a crucial part of delivering library services to the public. To develop and implement best practices, librarians must be aware and informed of the recent advances in library administration. Library Science and Administration: Concepts, Methodologies, Tools, and Applications is a comprehensive reference source for the latest scholarly material on trends, techniques, and management of libraries and examines the benefits and challenges of library administration. Highlighting a range of pertinent topics such as digital libraries, information sciences, and academic libraries, this multi-volume book is ideally designed for academicians, researchers, practitioners, and librarians seeking current research on library science and administration.

This unique annotated bibliography is a complete, up-to-date guide to sources of information on library science, covering recent books, monographs, periodicals and websites, and selected works of historical importance.

Technical Services Quarterly declared that the third edition "must now be considered the essential textbook for collection development and management … the first place to go for reliable and informative advice." For the fourth edition expert instructor and librarian Johnson has revised and freshened this resource to ensure its timeliness and continued excellence. 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. Thorough consideration is given to traditional management topics such as organization of the collection, weeding, staffing, and policymaking;cooperative collection development and management;licenses, negotiation, contracts, maintaining productive relationships with vendors and publishers, and other important purchasing and budgeting topics;important issues such as the ways that changes in information delivery and access technologies continue to reshape the discipline, the evolving needs and expectations of library users, and new roles for subject specialists, all illustrated using updated examples and data; andmarketing, liaison activities, and outreach. As a comprehensive introduction for LIS students, a primer for experienced librarians with new collection development and management responsibilities, and a handy reference resource for practitioners as they go about their day-to-day work, the value and usefulness of this book remain unequaled.

This sixth edition of Library Unlimited's classic school library management text describes new approaches to management and addresses the realities that school librarians face in today's quickly evolving information-based world. • Provides information that progresses logically from preparing for the profession, to seeking a job, and to acting and managing in the role of the school librarian • Newly updated to offer additional insight into the challenges of leadership in changing school environments and specific information for school administration • Addresses and emphasizes the value of school librarians in education and student achievement—information to be shared with school administration in an advocacy appeal • Provides several appendixes of additional information

Updated to reflect the latest trends in reference services and the newest sources commonly used for reference work, this long-awaited book offers you a state-of-the-art view of the concepts, theories, and practicalities of reference work today. A host of specialists have contributed to the collection. This new edition includes more detailed discussion of a wider range of reference-related services including interlibrary loan, document delivery, and readers' advisory services. There is also increased attention to ethical issues and a stronger focus on user-centered services, both face-to-face and mediated by technology. In addition, the authors discuss Web sites of significant value to reference services and the impact of the Internet and World Wide Web on reference services. This carefully designed and readable text explains the essential theory and provides the practical knowledge necessary for an initial reference course. Its broad scope and

organizational clarity will benefit students and practitioners.

This thorough treatment of collection development for school library educators, students, and practicing school librarians provides quick access to information. This seventh edition of The Collection Program in Schools is updated in several key areas. It provides an overview of key education trends affecting school library collections, such as digital textbooks, instructional improvement systems, STEM priorities, and open educational resources (OER) use and reuse. Topics of discussion include the new AASL standards as they relate to the collection; the idea of crowdsourcing in collection development; and current trends in the school library profession, such as Future Ready Librarians and new standards from the National Board for Professional Teaching Standards. Each chapter has been updated and revised with new material, and particular emphasis is placed on disaster preparedness and response as they pertain to policies, circulation, preservation, and moving or closing a collection. This edition also includes updates to review of curation and community analysis principles as they affect the development of the library collection. Serves as a complete guide to collection management for students as well as practitioners Addresses current educational initiatives and new AASL standards Provides creative strategies for working in a climate of change and uncertainty Looks in depth at disaster recovery policies and procedures needed for collection

Addresses the art of controlling and updating your library's collection. Discussions of the importance and logistics of electronic resources are integrated throughout the book.

The seventh edition of this frequently adopted textbook features new or expanded sections on social justice research, data analysis software, scholarly identity research, social networking, data science, and data visualization, among other topics. It continues to include discipline experts' voices. The revised seventh edition of this popular text provides instruction and guidance for professionals and students in library and information science who want to conduct research and publish findings, as well as for practicing professionals who want a broad overview of the current literature. Providing a broad introduction to research design, the authors include principles, data collection techniques, and analyses of quantitative and qualitative methods, as well as advantages and limitations of each method and updated bibliographies. Chapters cover the scientific method, sampling, validity, reliability, and ethical concerns along with quantitative and qualitative methods. LIS students and professionals will consult this text not only for instruction on conducting research but also for guidance in critically reading and evaluating research publications, proposals, and reports. As in the previous edition, discipline experts provide advice, tips, and strategies for completing research projects, dissertations, and theses; writing grants; overcoming writer's block; collaborating with colleagues; and working with outside consultants. Journal and book editors discuss how to publish and identify best practices and understudied topics, as well as what they look for in submissions. Features new or expanded sections on social justice research; virtual collaboration, data collection, and dissemination; scholarly communication; computer-assisted qualitative and quantitative data analysis; scholarly identity research and guidelines; data science; and visualization of quantitative and qualitative data Provides a broad and comprehensive overview and update, especially of research published over the past five years Highlights school, public, and academic research findings Relies on the coauthors' expertise in research design, securing grant funding, and using the latest technology and data analysis software

This professional primer provides the blueprint to help you create a school library program, covering all aspects of library management such as budgeting, eBook use, purchasing, and teacher collaboration. Advice and strategies from experts in the field will help you master collection development, library administration, recruitment, and staffing. • Covers all aspects of library administration, including operations, technology, and resource management • Helps new or experienced school librarians find ways to launch or elevate their programs • Provides valuable resources for implementing a quality library program • Features lesson plans using Common Core State Standards • Includes short sidebar articles from noted experts in the school library field and tips from experienced librarians

Cyber environments have become a fundamental part of educational institutions, causing a need for understanding the impact and general principles of ethical computer use in academia. With the rapid increase in the use of digital technologies in classrooms and workplaces worldwide, it is important that part of the training that takes place for students is how to be good cyber citizens, who are ethical in the decisions that they make and in their interactions with others across digital platforms. Emerging Trends in Cyber Ethics and Education is a pivotal reference source that provides vital research on the application of ethics and education within online environments. While highlighting topics such as computer simulation, corporate e-learning, and plagiarism detection, this publication explores effective ways of utilizing digital landscapes for online education, as well as the methods of improving cyber security frameworks. This book is ideally designed for educators, IT developers, education professionals, education administrators, researchers, and upper-level graduate students seeking current research on secure and educational interactions in digital landscapes.

As the digital world assumes an ever-increasing role in the daily lives of the public, opportunities to engage in crimes increase as well. The prevention of cyber aggression is an ongoing challenge due to its multifaceted nature and the difficulties in realizing effective interventions. The consequences of cyber aggression can range from emotional and psychological distress to death by suicide or homicide. Enduring prevention programs need to be defined and take into consideration that the digital revolution changes the way and the meaning of interpersonal relationships. Developing Safer Online Environments for Children: Tools and Policies for Combatting Cyber Aggression explores the effects of cyberbullying and cyberstalking on children and examines solutions that can identify and prevent online harassment through both policy and legislation reform and technological tools. Highlighting a range of topics such as cyberbullying, fake profile identification, and victimization, this publication is an ideal reference source for policymakers, educators, principals, school counsellors, therapists, government officials, politicians, lawmakers, academicians, administrators, and researchers.

A handbook for school librarians discusses such issues as library organization, policies, scheduling, staffing, arranging materials, standards, promoting the library, collection development, budgeting, and cataloging.

This very readable text is updated to encompass the new role of school librarians in managing the digital world in libraries.

This book uses case studies gleaned from today's library world to help students take analytical approaches to library problems. Case studies are often used in business, law, and medical schools; this text will enable library management instructors to help their students apply what they've learned to real world situations

A must-have guide of professional development resources for library staff at every phase of their career—from those just entering the field, to paraprofessionals building a career trajectory, to seasoned librarians looking to explore additional career options. * A career lifecycle approach to building a career in the library and information sciences field * Practical guidance and resources for every stage of a career * Resource annotations detail the importance of a particular source * A comprehensive list of resources for further reading

Complement efforts in the classroom to work on social-emotional learning, and understand the affective needs of young people in library settings. Given the national climate of anxiety and fear, climbing diagnoses of neurological difference, and overall sensitivity, fewer young people come to school able to self-soothe. Building on the work of Nel Noddings, Lynne Evarts, and Meghan Harper, this book focuses on the deliberation, quiet, and reflection sometimes described collectively as mindfulness. From breathing exercises to meditation, mindfulness exercises can be a coping mechanism for at-risk students, and librarians can create an environment, away from the classroom, in which students can explore their abilities to regulate and control their social and emotional responses, skills that underpin information retrieval and analysis. The role of school libraries in promoting mindfulness in the twenty-first century could parallel the quest for intellectual stimulation and self-improvement that informed the public libraries movement in the late nineteenth century. Providing practical suggestions for working in concert with classroom teachers, school counseling staff, and community partners, this guide will inform librarians' practice by increasing awareness of how to create space for students in the school library. Highlights how mindfulness strategies have been successfully implemented in classroom and library spaces Recommends a range of easy-to-implement, no- or low-cost adjustments to space and services that can make the library experience more inclusive and positive Harnesses the increasing interest in social-emotional learning and how that undergirds student readiness to learn and confidence as a learner

This internationally acclaimed text serves as the basic management text in programs of library & information studies throughout the world. It is also used as a ready-reference & for workshop discussions in all types of libraries & information centers. As with previous editions, the authors present the principles of library & information center management in a conceptual framework as it examines the dynamics of organizational missions, goals, policies & programs, & people, as well as in relation to external forces (e.g., users & funding authorities) that encourage change. This current edition features expanded sections on the change process, strategic planning & management, & managing conflict through Total Quality Management (TQM) in a technology intense environment. Charts, diagrams, & appendixes of library policies, procedures, organograms, & other forms are included.

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. • Provides a complete guide to collection management for students as well as practitioners • Addresses current educational initiatives and new standards • Introduces key principles of curation such as acquisition, description, organization, promotion, evaluation, and maintenance • Supplies an overview of school funding models and their effects on school library resourcing as well as a discussion on grant writing and federal sources of assistance • Outlines creative strategies for working in a climate of change and uncertainty

This guide helps librarians improve service with easy-to-follow strategies and techniques to make physical changes in library space and streamline procedures. This librarian's guide provides recommendations for quick and easy implementation of space-improving, time-saving practices. It also discusses the fundamentals of business and engineering management, public health, and other disciplines as they directly relate to the improvement of library service and management. Detailing free and affordable adjustments to the library environment as well as information for those who will participate in a renovation or new construction project, the book features tips for creating functional, efficient, and productive spaces; procedures for streamlining routine tasks; methods for arranging materials in high demand; and ways of reconfiguring or planning spaces. It will provide librarians with a working knowledge of process management that will help them to strengthen their competence and build confidence to address and troubleshoot problems, freeing them to engage in more meaningful interactions and activities that benefit the community. Provides simple and inconspicuous actions librarians can take to start to increase efficiency in library management and operations Explains how to save time on routine, mundane tasks and reallocate it to programming, instruction, or innovation, which may lead to increased job satisfaction Proposes safety and health considerations as reasons to improve tasks in the library, which may contribute to a long and healthy career Shows how to create a more inviting and welcoming environment through attention to accessibility and organization Empowers librarians to make or influence changes that impact their well-being

This volume emphasizes the changes wrought by technology. Chapters are arranged by type of service - reference services and sources, bibliographic instruction, interlibrary loan, circulation, reserve services, special collections, serials, media services and government documents.

This volume of collected articles from the archives of School Library Connection provides school librarians and LIS professors with a one-stop source of information for supporting the core library principle of intellectual freedom. School librarians continue to advocate and champion for student privacy and the right to read and have unfettered access to needed information. Updated and current information concerning these issues is critical to school librarians working daily with students, parents, and faculty to manage library programs, services, and print and digital collections. This volume is an invaluable resource as school librarians revisit collection development, scheduling, access and other policies. Library Science professors will find this updated volume useful for information and discussion with students. Drawing on the archives of School Library Connection, Library Media Connection, and School Library Monthly magazines—and with comprehensive updates throughout—chapters tackle privacy, the right to read, censorship, equal access to information, and other intellectual freedom issues. New laws and legal and ethical opinions continue to appear and help inform the daily response school librarians have to current issues. This volume updates all included articles with current legal

thought and opinion. Intellectual freedom expert April Dawkins, PhD and editor, offers practical advice and commentary throughout. Includes up-to-date coverage of a wide range of intellectual freedom topics Looks at current and applicable laws Features important topics for discussion in LIS classes Immediately usable in schools, and for school district staff development on these important and relevant topics

The Whole Library Handbook, now in its fifth edition, is an encyclopedia filled with facts, tips, lists, and resources essential for library professionals and information workers of all kinds, all carefully handpicked to reflect the most informative, practical, up-to-date, and entertaining examples of library literature. Organized in easy-to-find categories, this unique compendium covers all areas of librarianship from academic libraries to teen services, from cataloging to copyright, and from gaming to social media. Selections include Facts and figures on library workers Bookmobile guidelines 100 great libraries of the world Job search and recruitment techniques, and advice on how to deal with tough economic times Tips on writing articles and book reviews Fun with cataloging rules Famous librarians' favorite books Covering a huge spectrum of librariana, this one-of-a-kind volume is both educational and entertaining.

Presents a collection of articles on such topics as planning, budgets, collection development, facilities, circulation, and technology.

School librarians are called upon to provide leadership in many and varied areas. This book shows them how. Reflecting changes—professional, theoretical, legal, and political—in both the library field and education, this new edition of a groundbreaking school library text will equip readers to be leaders at their schools and in their communities.

Knowing the principles of general management is both useful and necessary for LIS students, but learning management techniques specific to the world of libraries is no less important. Created to fill a surprising educational void, this edited volume focuses on best practices from library management experts teaching in LIS programs across the country. Among the many topics discussed are Classic and contemporary theories of management, and how they apply to the library Human resource planning Marketing and public relations Negotiations, mediation, and financial management of the library Facilities management Information technology management and future trends Change management and organizational culture Ethics and confidentiality In addition to providing students with a solid foundation in library management, experienced managers will also benefit from the structured, practical knowledge included in this impressive volume.

This fully revised seventh edition of Property Development has been completely updated to reflect ongoing changes in the property field and maintain the direct relevance of the text to all stakeholders involved in studying the property development process. This text has been in high demand since the first edition was published over 40 years ago. The successful style and proven format of the highly popular text has been retained to assist the readership to understand this complex discipline. The readership typically includes anyone with an interest in property including aspiring property developers, established property developers, property stakeholders involved in the property development process, as well as any interested parties. In addition this new edition of the standard text is ideally suited for all property development and real estate students and will also be of interest to early career professionals and those pursuing similar professional degrees in the industry and in wider built environment courses. This new edition includes new content discussing the rise and significance of PropTech with all chapters updated and enhanced to also assist lecturers and students in their teaching, reading and studying. The book focuses specifically on development and outlines the entire comprehensive process from inception, financing, planning and development stages within the context of sustainability and urban global challenges. The chapters include introductions with chapter objectives, discussion points, reflective summaries and case studies.

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.

This book compiles selected articles from Library Media Connection to help school librarians and pre-service librarians learn about how to implement best practices for school library management. • An outstanding LIS textbook that addresses the latest standards, guidelines, and technologeis for the field and offers a blueprint for developing a strong school library program • A comprehensive listing of resources that includes websites, blogs, videos, and books • Articles written by distinguished practitioners and industry icons • Suggestions for using new technologies to achieve learning outcomes • A compilation of the most useful articles from Library Media Connection

Now thoroughly revised for today's 21st-century library environment, this title provides a complete update of the classic Developing Library and Information Center Collections—the standard text and authority on collection development for all types of libraries and library school students since 1979.

An essential resource for LIS master's and doctoral students, new LIS faculty, and academic librarians, this book provides expert guidance and practical examples based on current research about quantitative and qualitative research methods and design. Conducting research and successfully publishing the findings is a goal of many professionals and students in library and information science (LIS). Using the best methodology maximizes the likelihood of a successful outcome. This outstanding book broadly covers the principles, data collection techniques, and analyses of quantitative and qualitative methods as well as the advantages and limitations of each method to research design. It addresses these research methods and design by discussing the scientific method, sampling techniques, validity, reliability, and ethical concerns along with additional topics such as experimental research design, ethnographic methods, and usability testing. The book presents comprehensive information in a logical, easy-to-follow format, covering topics such as research strategies for library and information science doctoral students; planning for research; defining the problem, forming a theory, and testing the theory; the scientific method of inquiry and data collection techniques; survey research methods and questionnaires; analyzing quantitative data; interview-based research; writing research proposals; and even time management skills. LIS students and professionals can consult the text for instruction on conducting research using this array of tools as well as for guidance in critically reading and evaluating research publications, proposals, and reports. The explanations and current research examples supplied by discipline experts offer advice and strategies for completing research projects, dissertations, and theses as well as for writing grants, overcoming writer's block, collaborating with colleagues, and working with

outside consultants. The answer to nearly any question posed by novice researchers is provided in this book. Now in its sixth edition, the book provides new and updated content that is even more comprehensive than before and contains added sections featuring the voices of prominent LIS scholars, researchers, and editors "Voices of the Experts" text boxes provide researchers' advice on specific methods and identify what was most important or most valuable about using a particular method and software for analysis—e.g., NVivo, SurveyMonkey, and log capture Written by coauthors with extensive expertise in research design, securing grant funding, and using the latest technology and data analysis software

This guide for the evaluation of school libraries both in practice and in research covers analysis, techniques, and research practices for conducting evaluations of curriculum, collections, facilities, and library personnel performance. This new edition of an important tool for school librarians and administrators describes how and why to conduct evaluations of school libraries and explains the evaluation of curriculum, collections, facilities, student programs and services, and library personnel. The results can be used for strategic planning, curriculum development, and conducting action research. New topics to this edition include explorations of community, faculty, students, and school library research, discussing how to bring all stakeholders to the table when evaluating the school library program, personnel and services, and the collection and facilities. Other new topics include information on high-stakes testing, multiculturalism, special needs students, advocacy, school librarians' self-evaluation, dispositions for learning, and evidence-based practice. This title will be of value to new school librarians in assessing how their program compares to others, as well as to school library professors, who will find this book useful in management and administration courses. Discusses evaluation of all school services Is the only comprehensive evaluation guide for school libraries Contains helpful tools, forms, and checklists that add value Provides a one-stop and one-of-a-kind resource for all types of evaluation School librarians are prepared to be leaders and can use their strengths to advocate for policy that benefits school libraries. This book will teach you how to engage elected officials to effect change that extends to your library. • Realize how to use your strengths as a librarian to influence issues that matters to you, even if you consider yourself apolitical • Discover the "hidden rules" of representative democracy • Learn strategies to leverage your institutional knowledge to advocate for effective school libraries at all levels of government

Provides vision for strong school library programs, including identification of the skills and knowledge essential for students to be information literate. Includes recommended baseline staffing, access, and resources for school library services at each grade level.

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