

Resources

Standard	Target	Measurement	Action
We have a good range of current books to meet users' needs	<ul style="list-style-type: none"> • Increase issues • Order new editions of important books and withdraw old editions • Respond to demand for most popular books by ordering extra copies • Order requested books within 5 working days 	<ul style="list-style-type: none"> • Stats from Library management system (LMS) • Check most issued report to find new editions and in demand books • Check reading lists • Record date ordered, received, catalogued and processed 	<ul style="list-style-type: none"> • Analyse LMS stats by site and user group to understand trends and opportunities • Proactively seek funding to improve stock quality • React to most issued report and reading lists • Use Blackwell and Olib reports to identify books to withdraw
Cataloguing and processing of new books will be timely and accurate to cataloguing standards	<ul style="list-style-type: none"> • All requests catalogued and processed within 3 working days • All other books catalogued and processed within 10 working days 	<ul style="list-style-type: none"> • Record all books for a month, then just exceptions 	<ul style="list-style-type: none"> • Analyse exceptions
The library catalogue provides accurate information for users	<ul style="list-style-type: none"> • Our library catalogue will accurately reflect available stock 	<ul style="list-style-type: none"> • Annual stock take • Annual statistics for new and withdrawn books 	<ul style="list-style-type: none"> • Delete withdrawn and missing books annually • Be proactive in improving standards across the region
We have a good range of working e-resources, appropriate to users' needs	<ul style="list-style-type: none"> • All e-resources working at all times • Best balance of value for money and ease of use/maintenance 	<ul style="list-style-type: none"> • Key resource stats from Athens • E-journal and e-book stats • All e-journals checked quarterly 	<ul style="list-style-type: none"> • Respond quickly to any problems • Use stats in purchasing decisions