

Welcome to OverDrive's Session!



Before we get started, please take a moment to complete our survey:

<https://survey.alchemer.com/s3/6320195/2021-ISTE-8>

One lucky attendee will be selected to win a Samsung Galaxy Tablet at the end of our session!

It's Not Magic:

Technical Services Workflows to Support Innovative Learning Environments

Mary Keeling

Supervisor, Library Media Services

Newport News Public Schools

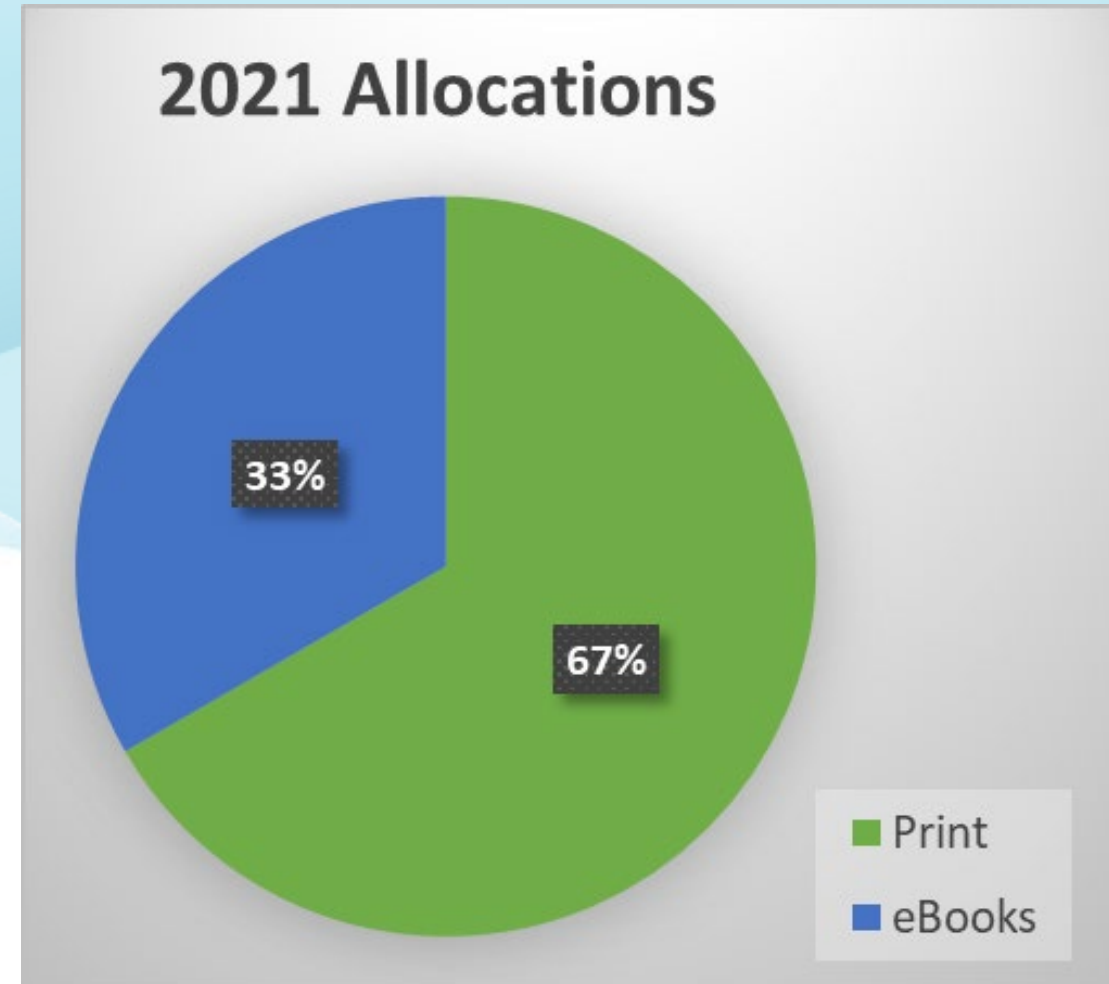
Actions

- 
- Funds
 - Training Users
 - Loading MARC records into ILS
 - Monitoring Use

Mind and Workflow Shift

Funding Strategies

- **FREE:** Use Sora to connect students to public library
 - Students must be members of the public library
- **SHIFT ASSETS:** Use a portion of print allocation
- **LEVERAGE** student public library membership to gain additional funding
- **SEEK GRANTS:** Request CARES Act funding or innovation grants



Reporting to Grant Agency

Items	Terms	Cost
378	24 mos.	\$6,012.57
11	24 uses or 24 mos.	\$ 86.89
231	52 uses or 24 mos.	\$1,870.77
206 (total items)		\$7,970.23 (total cost)

Training

Getting Started with Sora



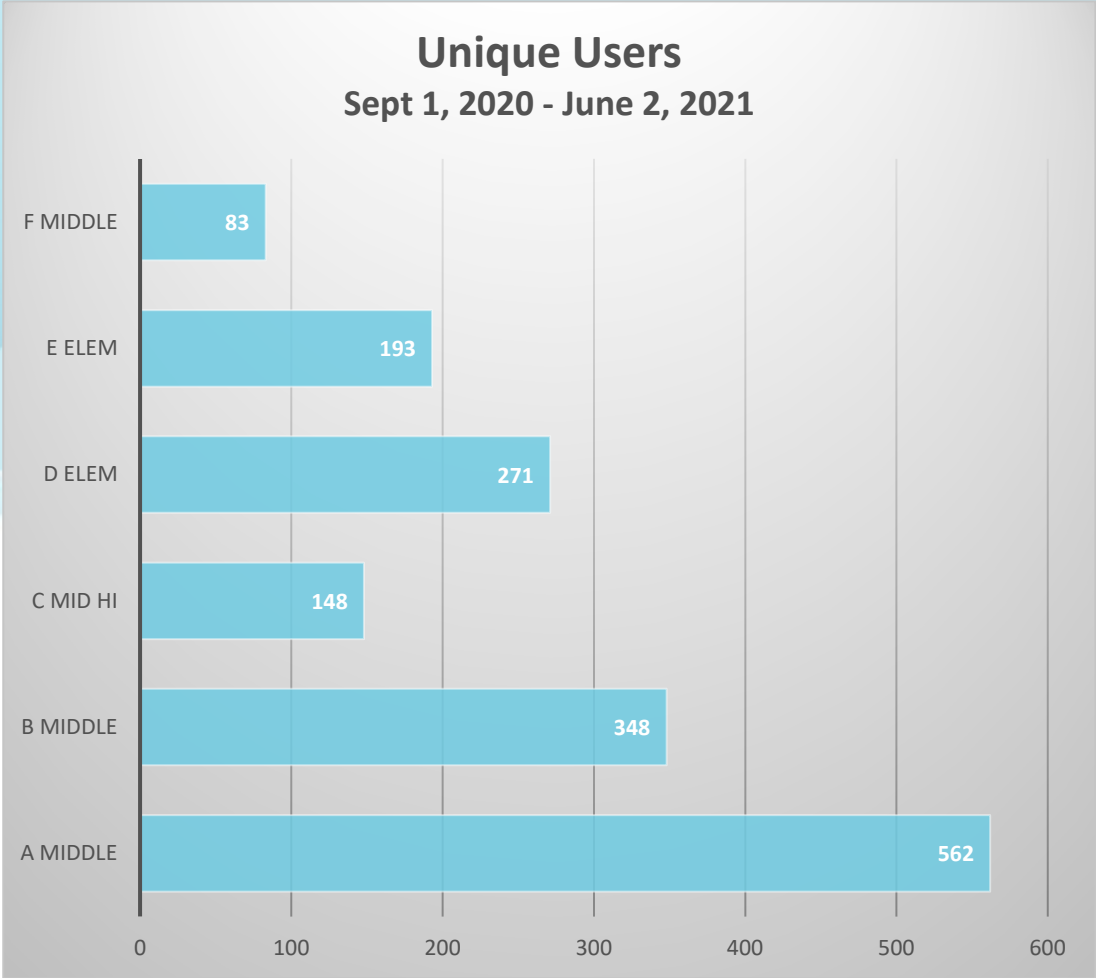
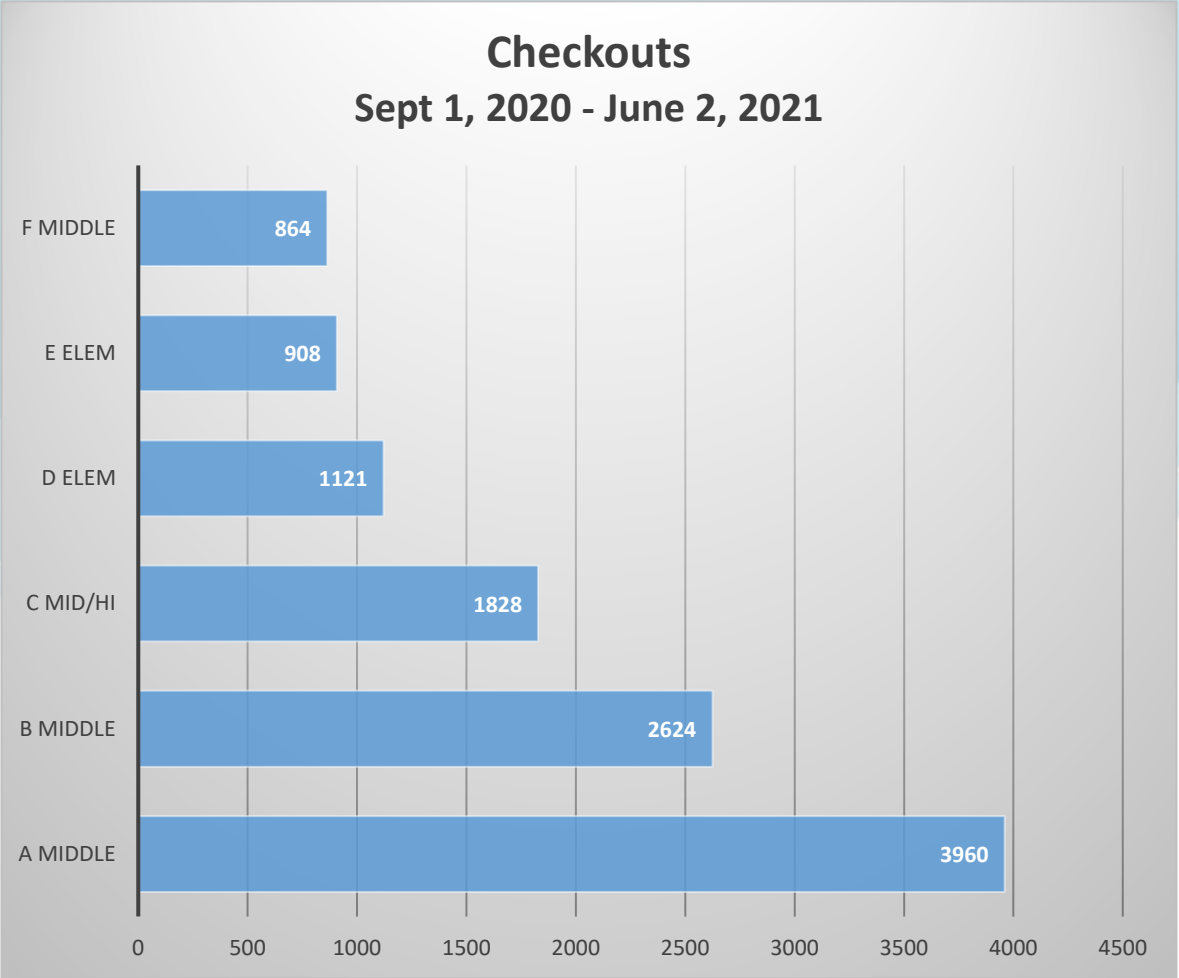
[Getting Started with Sora](#)

Introducing Student Connect



[What your NN Public Library Student Connect membership offers you!](#)

Impact of Training



From Cart to ILS: Why import into ILS?



Co-location, co-location, co-location!



Sora



Library Catalog



Other Information

Save the time of the user!

Managing Permissions

District eBook Collection

Young Adult

Middle Schools

High Schools

Alternative Schools

Juvenile

Early Childhood
Centers

Elementary Schools

Middle Schools

Organizing the Carts

Separate carts for middle school books with different levels

☐ MS YA Multi 6.18.

Cart Type: Select List

5 standard units
\$102.41

Last edited on 6/2/2021
by Mary Keeling

PURCHASE

☒ MS_JUV_June 2021

Cart Type: Select List

50 standard units
\$462.50
Payable at checkout

1 preorder unit
\$32.97 (Est.)
Payable on the street date(s) of preorder title(s)

Last edited on 6/10/2021
by Susan Matney

PURCHASE


Use a naming convention


School Level: ES - MS - HS


Access Level: JUV or YA or
ADULT (YA)


Date: Purchase date


Downloading and Importing the MARC Records


 2021-03-30


 2021-04-02


 2021-04-27

 2021-04-30

 ME-10659-Newport News Public Schools (VA)-20210427053214-Audio-2228120-MS_JUV_4.30.2021-1

 ME-10659-Newport News Public Schools (VA)-20210427053214-Audio-2228126-MS_YA_4.30,2021-1

 ME-10659-Newport News Public Schools (VA)-20210427053214-eBook-2228120-MS_JUV_4.30.2021-1



 ME-10659-Newport News Public Schools (VA)-20210427053214-eBook-2228126-MS_YA_4.30,2021-1


This import file contains...

- ☐ Titles and copies for more than one library in the district. Use the library "short name" in tag 852_a to assign each copy to the appropriate collection.
- ☐ Titles and copies for An Achievable Dream Elementary School ▼
- ☒ Non-Follett ebooks/audiobooks for

Newport News Public Schools
Elementary Schools
Middle Schools
High Schools
Alternative
Early Childhood

Finetuning: Holds Carts & Metered Access Alerts



☒ **Holds Manager**  


Holds Manager
Cart Type: Holds Manager (HSOP) 

1 standard unit
\$9.99

Last edited on 6/11/2021
by Susan Matney

PURCHASE

☐ **OD metered alert**  

OverDrive-created metered access <5 chec... 

Cart Type: Select List

2 standard units
\$80.00

Last edited on 6/14/2021
by Susan Matney

PURCHASE

Timeline

Issue Blanket PO

- Department encumbers funds
- OverDrive Issues Content Credit

Monthly

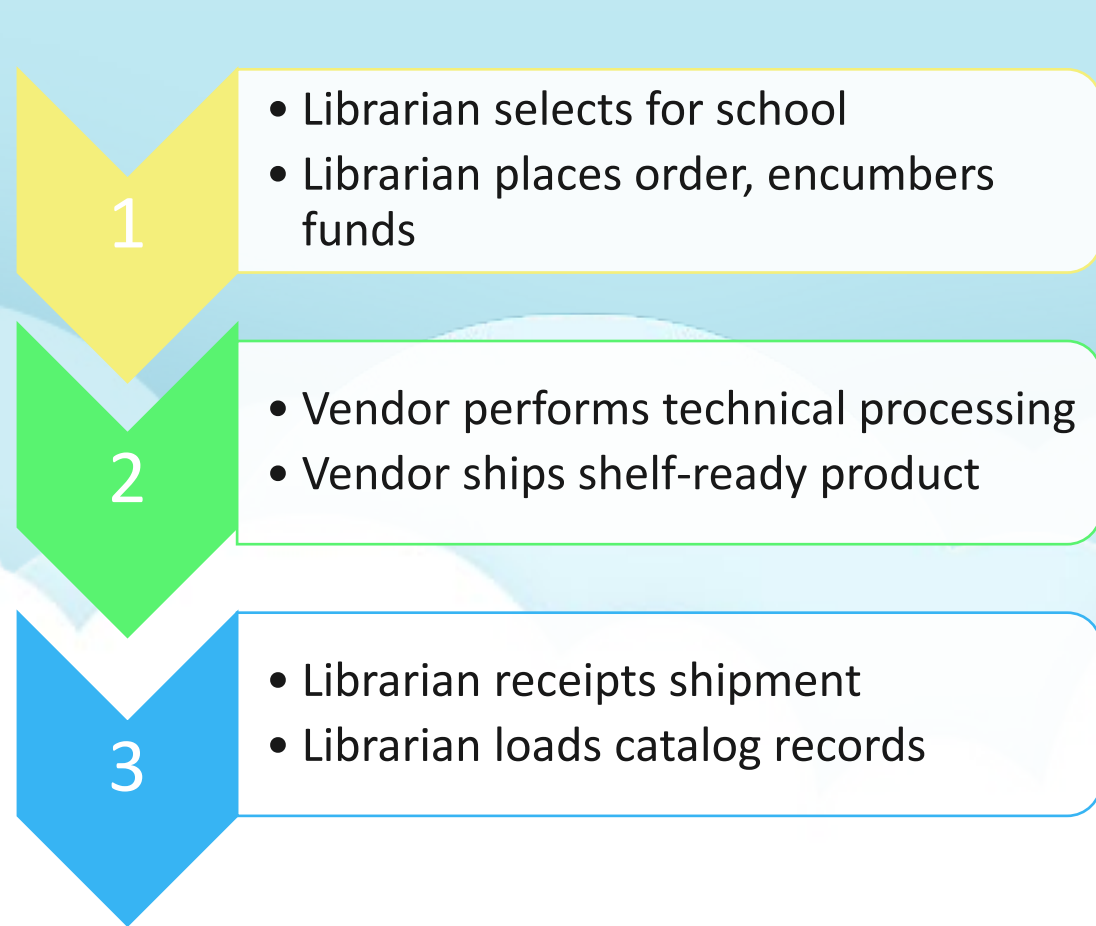
- Librarians build carts
- Department purchases carts
- OverDrive issues invoices for payment
- Department imports catalog records
- Librarians develop curations

Weekly

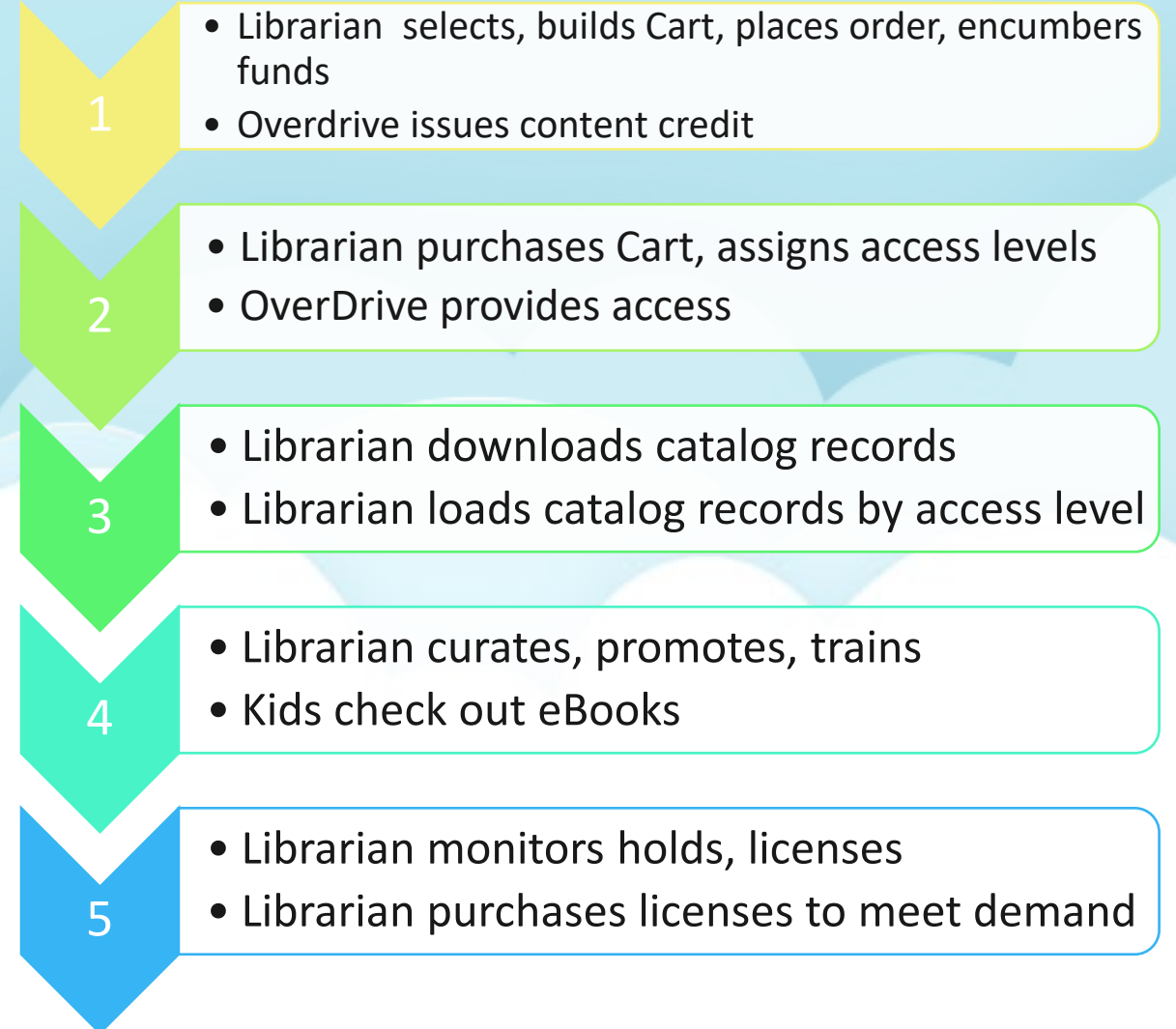
- Department reviews holds carts and purchases additional licenses
- Department reviews metered access alerts and purchases additional licenses

Compare Processes

Traditional WorkFlow



OverDrive WorkFlow

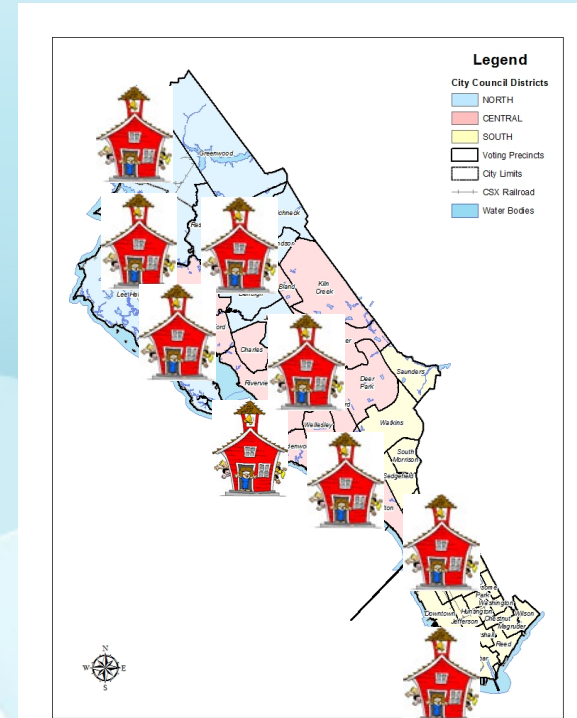


Mindset shift



From

Solo librarian selects for single school
Two big orders per year
“Just-in-Case” ownership model
Books arrive shelf-ready



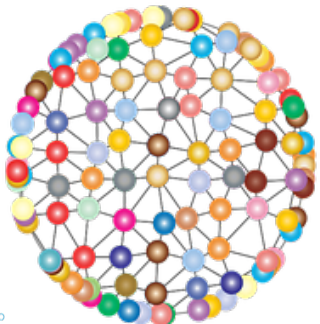
To

Team selects for district
Monthly orders + Weekly holds carts
Demand-driven license model
Access services performed by library

Questions to Consider



- Who will be the OverDrive Admin?
- How will you develop and enable the team's capacity to collaborate on selections, curations, and promotions?
- Will you integrate Sora with into your library catalog?
- Will your purchasing department allow a blanket purchase?
- How will you track purchases for reporting?
- How will you respond to long wait times?







Mary Keeling

Library Media Services Supervisor

Newport News Public Schools