

Digital Project Planning & Management Basics Workshop

Needs Assessment

I. Information about you

1. What type of institution do you work in? (Please check all that apply)

- National library
- Large academic/Research library
- Small academic/Community college library
- Special library (e.g., law, theology, art, hospital, museum, etc.)
- Public library
- Corporate/Commercial library
- National government (e.g., federal agency, military)
- State/province or Local government library
- School (for ages 5-18) library
- Other. Please identify type: _____

2. Which SCCTP, CCT and Cat21 workshops have you previously attended?

- Advanced Serials Cataloging
- Basic Creation of Name and Title Authorities
- Basic Serials Cataloging
- Basic Subject Cataloging Using LCSH
- Digital Project Planning & Management Basics
- Electronic Serials Cataloging
- Fundamentals of Series Authorities
- Fundamentals of Library of Congress Classification
- Integrating Resources Cataloging
- Metadata & Digital Library Development
- Metadata Standards & Applications
- Principles of Controlled Vocabulary & Thesaurus Design
- Rules & Tools for Cataloging Internet Resources
- Serials Holdings

3. Have you had other training in related topics?

II. Expectations for the course

4. This course will cover the following topics. Rank the topics in order of interest from 1 to 8 (1 = the topic you are most interested in)

- ___ Uses of the digital library
- ___ Digital consideration for current collections
- ___ Selection and collection building
- ___ Metadata consideration: access, storage, preservation and rights management
- ___ Standards issues: metadata and content standards
- ___ Preservation and archiving
- ___ Internet and Web technology
- ___ Planning the digital project

5. Do you have any other comments on what you hope to learn from this workshop?