

HSPLS Mobile Project Update

INTRODUCTION

HSPLS is working on the launch of an innovate program to provide fully functional netbooks to the public. These units were purchased with an LSTA (Library Services and Technology Act) grant and are available, free of charge, to cardholders for a three week loan period. Each netbook comes with the ability to connect to the internet with or without WiFi and has the Windows Office Suite pre-loaded.

ACTIVITY/PROCESS

Planning

- Concept developed by HSPLS's Electronic Support Services Section (ESSS) and presented to library administration for approval
- Funding source determined and key players identified

Procurement

- HSPLS support offices worked on purchasing the units and the contract for Broadband connectivity
- ESSS determined the software license issues with the programs loaded on the devices
- Units ordered, inventoried and added to HSPLS collections
- HSPLS joined into a partnership with DCCA to provide training for staff and technical support on the HSPLS Mobile units

Policy/Procedural Development

- Administration and support offices developed procedures on how to circulate units to patrons
- Attorney General's office was consulted on regarding policy and agreement forms for patrons

Pilot Program

- Pilot locations selected and branch managers provided information via videoconferences
- Feedback and samples of materials developed provided by pilot locations and support offices
- ESSS will work with PLB on updating staff resources and addressing any technical issues that arise
- Marketing materials developed and distributed in-house to the pilot locations

NEXT STEPS

Statewide Roll-Out

- Based on feedback from pilot program adjust any procedural information for the field
- Work on a deployment schedule
- Develop marketing materials for branches to promote the program and new releases informing the public
- Branch Managers will review the policy and procedures with their staff
- HSPLS will work with DCCA Trainer to provide additional support materials to the branches with possible self-directed training materials loaded on the circulating units

Evaluation/Reporting

- Managers/Section Heads will collect patron and staff feedback and present to their Administrator
- Develop reports for funders on results of program