THE JOURNAL DONATION PROJECT

PLEASE RETURN FULLY COMPLETED TO:
Fax: 1-212-229-5476
EMail: jdp@newschool.edu

YEAR END REPORT/EVALUATION FORM

September 18, 2013

PLEASE PROVIDE:

LIBRARY NAME: _____

ADDRESS: _____

CONTACT NAME: _____

EMAIL: _____

1. How important are the journals you receive through the JDP? Please Explain.

2. Does your library have a budget to purchase English language journals?

3. List 5-10 journals not available to your library that you need.

4. Please list any journals you receive through the JDP that are not useful to your users.

5. List all the courses that require journal research at the university?

6. Who selects the journals that you order from JDP?

7a. Who uses the journals the JDP provides?

7b. For what purposes are the JDP journals used?

8. List any English-language journals you receive from sources other than the JDP.	
9. What is the size of your user population?	
10a. Do JDP journals arrive regularly? **10b. How long does it take for the library to make the journals available to library users after they are received?**	**10c. How are users informed of the arrival of JDP journals?** - Send lists to departments by email - Post lists in the library (notice boards) - Posting in the website/intranet - Announcing in the newsletter
11a. How many times are JDP journals used in a - day - week - month	**11b. How is journal usage tracked?** - Registration book - Re-shelving table - Librarian records - Journals left out after use
12. Are JDP journals on open shelves?	**13. How could you improve the usage of the JDP journals?**
14. Does your library share resources, for example through consortia or inter-library loans, with any other libraries? Please name the libraries/consortia.	
15a. Are large full-text electronic journals available in your library via the internet or CD -ROM? List databases.	**15b. How are these databases paid for? List all financial supporters**
16a. Is internet access available in your library and who is allowed to use it? Is it free?	**16b. How many computers in the library have the capacity (sufficient bandwidth) to download journal articles?**

17. Are online versions of the JDP journals used at your library? Please explain why or why not.
18. Are the library's journal resources accessible to faculty and students outside the library?
****If you have any questions or comments for the JDP please send them with this Report****