Resource Form

Please complete this resource form to provide The University of Tennessee, Knoxville Libraries Collection Committee with the necessary information for making purchasing decisions. Before beginning, please have this information on hand: authentication methods, MARC records information, usage statistics information, your policies, and pricing details.

Please have a copy of your VPAT, Terms of Use, Privacy Policy and a Price Quote to submit with this form (if applicable) as well. Thank you for providing as much detail as possible. Please start the form now by clicking on the Next button below.

General Information

Vendor:

Today's Date:

Resource/Collection Name:

Your Contact Information:

First Name

Last Name

Phone

Email Address

Part I: Access Information

1. Is this resource compatible with IP authentication?

Yes

No
2. Is this resource compatible with Single Sign On systems (SSO)?

Shibboleth
Open Athens
None
Other

3. Does the resource require the user to create an account to gain access?

Yes
No

Please explain how the user creates an account and what is stored on the account:

4. What user information is collected and how is it used?

**Part II: Records and Statistics**

1. Is this resource's content discoverable through Ex Libris products (Alma, Primo, etc.)?

Yes
No

How often are records updated with Ex Libris?

2. Are quality MARC records available for this resource?

Yes
No

Is there a cost associated with receiving MARC records, how are the records made available, and how often are updates sent?

3. Is usage data provided?

4. Are usage statistics COUNTER compliant? How are they accessed?
5. Is there an administrative portal that provides the library access to control settings, download usage statistics, add Open URL linking, etc.?  

Yes
No

6. Is this resource dynamic (content is added or removed) or static? How would we be notified when content is removed or added?

Part III: Licensing and Policy

1. What are your policies on resource sharing? Do you allow ILL (Inter-Library Loan)?

2. Please explain how you are working to meet Web Content Accessibility Guidelines (WCAG 2.0)?

Ex: audits, product testing, accessibility statement, etc.

3. Describe any initiatives to make content open.

Part IV: Cost

1. Is this resource offered as a one-time purchase?

Yes
No

For one-time purchases, are there annual platform or hosting fees?

Yes
No

Explain how the annual platform or hosting fees are assessed, what the cost supports, and if the cost will increase:

2. Is this resource offered as a subscription?

Yes
No

For subscriptions, what is your standard annual renewal rate?
(Please write as a percentage.)

For subscriptions, does the institution retain access to content? How is access facilitated in the case of non-renewal?

**Part V: Additional Information**

1. Do you have any testimonials or feedback? Any additional comments?

Please upload your Privacy Policy.

Please upload your current Terms and Conditions.

Please upload any accessibility documentation (VPAT, accessibility statement, etc.).

Please upload a price quote for this resource.