Core Collection Activity

Find a partner or small group. Together, answer the following questions around creating core collections for an imaginary or real library.

● What is your goal in creating core collections for your chosen library?
   Examples:
   ○ Increase discoverability for customers
   ○ Support collection development staff
   ○ Develop staff awareness of collection

● Who is your target audience and how would they benefit from the creation of core collections?
   Examples:
   ○ Staff
   ○ Caregivers
   ○ Educators
   ○ Kids/Teens/Adults

● What collection(s) would you start with? (think narrow to begin with!)

● How will you promote your core collection?
   Examples:
   ○ Website
   ○ Catalog
   ○ Bookmark
   ○ Training
For Later: Project Management Assessment

If you decide to create core collections at your library, you may find the following ideas, used in project management planning, helpful for organizing your thoughts.

<table>
<thead>
<tr>
<th>Requirements - What are the conditions or tasks that must be completed to ensure success or completion of the project?</th>
<th>Assumptions - What do you assume to be true in the future based on current knowledge/experience?</th>
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</thead>
<tbody>
<tr>
<td>Examples: staff, access to materials, funding to purchase materials, etc.</td>
<td>Examples: staff want to participate, materials will be in print</td>
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<tr>
<td>Risks - What actions or events that could potentially affect the projects success or failure?</td>
<td>Constraints - What are the limitations imposed on the project?</td>
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<td>Examples: materials go out of print, funding is removed, etc.</td>
<td>Examples: can only tackle a small portion of collection, staff only has a certain amount of time to contribute, etc.</td>
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