

Preparing our Library for the Future

New models for staffing, volunteering and fulfilling materials at CLP-LBPH

Mark Lee, Director
Jeff Wright, Manager

The Efficiency of Duplication on Demand

February 11th, 2019 Gutenberg Statistics

- ▶ Gutenberg totals: **275** cartridges with **1900** titles, **57%** of DB circulation
- ▶ Batch: **42** cartridges, 220 titles.
- ▶ Turnaround: **165** cartridges, **1271** titles
- ▶ Adhoc: **68** cartridges, **409** titles
- ▶ Traditional Mail Card DB total: **1451** cartridges
- ▶ Total DB Circulation: **3351** Titles

March 18th, 2019 Gutenberg Statistics

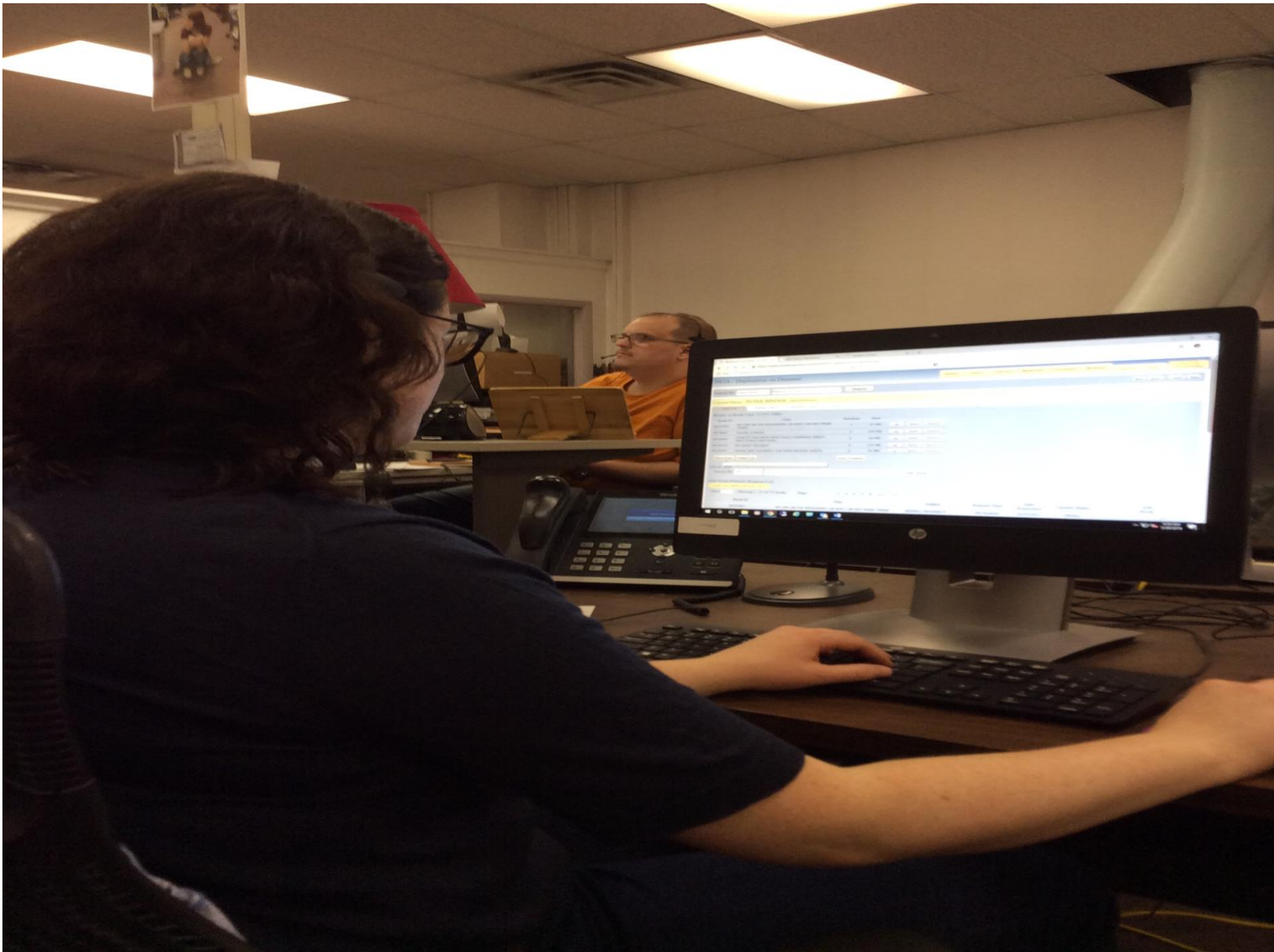
- ▶ Gutenberg totals: **342** cartridges with **2,534** titles, **56%** of DB circulation
- ▶ Batch process: **68** cartridges, **452** titles.
- ▶ Turnaround: **208** Cartridges **1,626** titles
- ▶ Adhoc: **66** Cartridges **456** titles
- ▶ Traditional Mail Card DB Total: **1989** Cartridges
- ▶ Total DB Circulation: **4523** Titles

Gutenberg Hardware & Software



Video Of Gutenberg Demo





Reader Advisor Katie Childs is constructing an Ad Hoc request and submitting order to the Gutenberg system.

PA2A - Duplication on Demand

AdminToolsPatronsMaterialsCirculationModulesLog OutHelpUse Full Accessibility

Search ByPatron NameCARNEGIE, ANDREWSearchfirstprevnextlast

Current Patron ANDREW CARNEGIE (CARNEA0000)

Book CartPending OrdersSubmitted OrdersReturned OrdersAvailable Addresses

Books in Book Cart: 1 (104 MB)

Book Id	Title	Position	Size	
DB 09110	TO KILL A MOCKINGBIRD	1	104 MB	remove

Place OrderEmpty Cart

Quick AddDB 09110 added to book cart

Search ByTitleAdd Book

Library OrdersPending (0)Submitted (7526)Returned (16385)

Automatic Fulfillment

WebReads Book Cart. Specific titles can be added to cart and order submitted to Gutenberg. Here we select a book for Andrew Carnegie.

PA2A - Duplication on Demand





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Search By Patron Name

Current Patron **ANDREW CARNEGIE** (CARNEA0000)

[Book Cart](#)
[Pending Orders](#)
[Submitted Orders](#)
[Returned Orders](#)
[Available Addresses](#)

Orders Submitted to Gutenberg: 3

Order Id	Order Type	Date & Time Ordered	Status	Book Count	Size	Due Date		
 12058	Ad Hoc	12/19/2018 8:56:00 AM	Lost Returning From Patron	1	51 MB			
Book Id	Author	Title			Position			
DB 87195	WEINBERG, GERHARD L	WORLD WAR II: A VERY SHORT INTRODUCTION			1			
 11383	Ad Hoc	12/12/2018 10:09:23 AM	Mailed	1	51 MB	01/11/2019	<button>Renew</button>	<button>Lost</button>
Book Id	Author	Title			Position			
DB 87195	WEINBERG, GERHARD L	WORLD WAR II: A VERY SHORT INTRODUCTION			1			
 7234	Ad Hoc	10/30/2018 2:16:12 PM	Mailed	1	253 MB	11/29/2018	<button>Renew</button>	<button>Lost</button>
Book Id	Author	Title			Position			
DB 22067	KLEIN, T E	THE CEREMONIES			1			
 61	Ad Hoc	6/26/2018 9:05:26 AM	Mailed	3	487 MB	07/26/2018	<button>Renew</button>	<button>Lost</button>

Library Orders Pending (0) Submitted (7526) Returned (16385)

Automatic Fulfillment

Here is a screenshot of previous orders that have been submitted to Gutenberg for Andrew Carnegie.

PA2A - Duplication on Demand

[Admin](#)
[Tools](#)
[Patrons](#)
[Materials](#)
[Circulation](#)
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Search By

Patron Name

CARNEGIE, ANDREW

Search

first

prev

next

last

Current Patron **ANDREW CARNEGIE** (CARNEA0000)

[Book Cart](#)
[Pending Orders](#)
[Submitted Orders](#)
[Returned Orders](#)
[Available Addresses](#)

Orders Returned from Gutenberg: 29

Show 25

Showing 1 - 25 of 29 orders

Page:

[First](#)
[Prev](#)

2

[Next](#)
[Last](#)

Order Id	Date & Time Ordered	Date Processed	Date Returned	Book Count	Size		
+ 23440	3/25/2019 9:51:12 AM	03/25/2019	03/26/2019	4	358 MB	Re-order	Add to Book Cart
+ 18673	2/15/2019 2:09:20 PM	02/15/2019	02/15/2019	1	24 MB	Re-order	Add to Book Cart
+ 14551	1/15/2019 10:02:01 AM	01/15/2019	01/15/2019	1	2 MB	Re-order	Add to Book Cart
+ 11380	12/12/2018 10:03:38 AM	12/12/2018	12/12/2018	1	51 MB	Re-order	Add to Book Cart
+ 8168	11/8/2018 3:12:59 PM	11/08/2018	11/08/2018	3	188 MB	Re-order	Add to Book Cart
+ 7973	11/7/2018 9:27:05 AM	11/07/2018	11/07/2018	1	93 MB	Re-order	Add to Book Cart
+ 5401	10/10/2018 1:24:06 PM	10/10/2018	10/10/2018	4	442 MB	Re-order	Add to Book Cart
+ 5073	10/5/2018 11:55:03 AM	10/12/2018	10/12/2018	1	306 MB	Re-order	Add to Book Cart
+ 4476	9/28/2018 2:22:09 PM	09/28/2018	09/28/2018	4	368 MB	Re-order	Add to Book Cart

You can also review Andrew's returned duplication orders.

PA2A Batch Processing

AdminToolsPatronsMaterialsCirculationModulesLog OutHelpUse Full Accessibility

Summary

The batch processing schedule accomodates the execution of the following:

- Discharge File Processing
- Automatic Autoselection
- Mailcard Generation

Execution Day(s)Execution Time

SU MO TU WE TH FR SAA

☐ ☒ ☒ ☒ ☒ ☒ ☐

07 00 PM

Discharge File Processing

Locate Discharge File & Upload

Step 1) Choose File No file chosen

Step 2) Upload Chosen File

Active Discharge File(s)

Remove Selected File

Manually Process Active Discharge File(s)

Initiate Process

WebReads Batch processing schedule accommodates the execution of the following:

- Discharge File processing;
- Automatic Auto-selection;
- Mail card Generation.



Over a dozen volunteers inspect cartridges at LBPH

- In 2018 CLP-LBPH provided meaningful volunteer opportunities to 193 volunteers who worked nearly 13,000 hours
- DoD makes cartridge inspections unnecessary
- DoD creates an immediate need to find new meaningful volunteer opportunities.



2 Volunteers with freshly peeled label sculptures

- 22 volunteers peeled the labels from 2007 cartridge containers in 5 hours
- Group did 401.4 cartridges an hour
- Each Individual peeled 18.24 cartridges per hour
- We have 400,000 cartridge containers equaling 21,929.82 volunteer hours or approximately 2 years of volunteer work.

Volunteers Peeling Labels



Removing the label from the cartridge

Using a tool with four pins that match the notches in the top surface of the cartridge, pry up the right side of cartridge label. Hold on to this edge of the label and slowly remove the entire label from the cartridge. Doing this slowly will leave less adhesive on the cartridge itself.

Apply the library generic duplication on demand label on the top surface of the cartridge.

Cartridge Label Removal tool

NLS does not yet provide a label removal tool, however this can be fashioned simply from a small tube (from a BIC pen) and 'T' pins.

The BIC pen is disassembled and the tube cut in half with a sharp knife (like a Stanley knife). Use a cartridge as a guide to mark the tube at the 4 points to pierce with the T-pins. With care to ensure that the T-Pins are aligned in both planes (all pins must be parallel and on the same plane), push each one into the soft plastic tube. T-Pins are available from stationary stores such as [Staples](#)



Container Label Removal

The long edge label, short edge (book number) and belly labels must be removed from the container. The container is made from low density polyethylene and the labels will remove easily once an edge has been pried up. A [plastic razor blade](#) is ideal to pry and edge of these labels. Apply the razor blade to a corner of the label, applying a small pressure. The plastic will move slowly under the label. When you have lifted enough of the label to grab with your fingers, pull the label off, taking care not to tear it.

NLS DB Cartridge Repurposing



Duplication on Demand and Changing Staff Roles

- Service Integration Lead jobs created to focus on new methods of material fulfillment while incorporating new advanced technical and programming responsibilities.
- Extra Reader Advisory staff added to assist in promoting and fielding duplication on demand questions, and expanding outreach and programs.

Duplication on Demand and Changing Staff Roles

Service Integration Lead Eric Hone
Demonstrating Swell-form Printing
in Ann Arbor

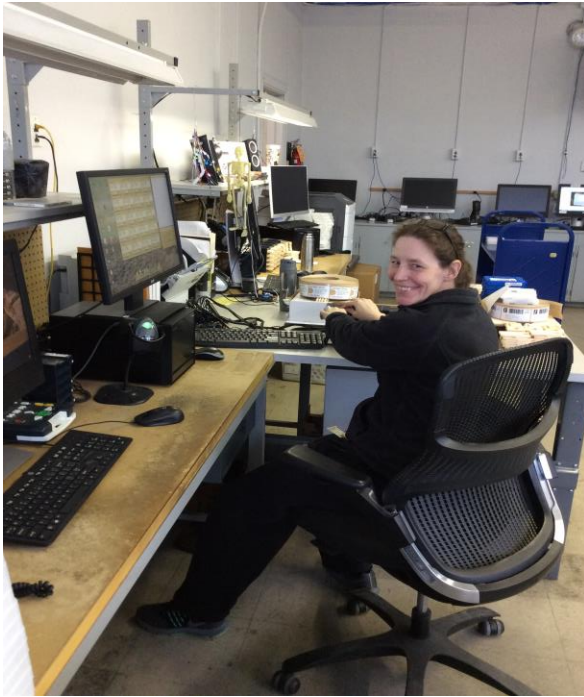


Service Integration Lead Steven McMillen
and patrons prior to the showing of "Party
Time" the Accessible Movie Afternoon
feature film.



Duplication on Demand and Changing Staff Roles

Service Integration Lead Michelle Davis loading up the Gutenberg hubs.



Additional Reader Advisory Staff handling questions and concerns.



Setbacks & Concerns

- Circulation software does not calculate title counts on multi-titled Digital Books added in orders.
- Gutenberg machine replacement and recovery.
- Converting primary machines into secondary machines.
- Durability of printers.
- Gutenberg settings for smaller books pushes larger orders to secondary machines.

Thank You!