

# Through JTacq-Colored Glasses: *Streamlining the Acquisitions Process*

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# Goals for the Session

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- Background Information
  - JTacq
  - University of Dubuque
- Needs Analysis
- Demonstration of JTacq

# What is JTacq?

- Open source collection development/purchasing application
- Developed in 2004 by Jim Taylor

# Who is the University of Dubuque?

- University of Dubuque:

- ▣ Fall 2011

- FTE: 1,653

- No. of Full-time Faculty: 85

- Programs: Professional Programs with a Liberal Arts Core

- ▣ Acquisitions Statistics

- Books: 3,031 (vol.)

- Multimedia: 325 titles

# Charles C. Myers Library's Needs

- Encourage Faculty, Staff, and Student Participation & Feedback
  - ▣ Librarian-Faculty Liaison Program
  
- Improve Acquisitions Workflow
  - ▣ Library Strategic Plan: Goal 1 (Collection)
  - ▣ Allowed acquisitions staff to provide support to other library departments
  
- Other Considerations

# Patron Involvement

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- Library was looking for a way to allow faculty, staff, and students to participate the development of the library's collection
- JTacq provided patrons with a simple way to request items

# Acquisitions System Requirements

- Smooth, seamless information flow between with online vendors and acquisitions system
  
- Compatibility with existing Horizon ILS.
  - ▣ Integration with existing Bibs
  - ▣ Existing Holdings Check (ISBN, Title Keyword)
  - ▣ Automated purchase order data entry
  
- Also considered Baker & Taylor's *Title Source*
  - ▣ Expense
  - ▣ Issues with overwriting existing bibs

# Liaison Program

- Each librarian is responsible for collection development for assigned departments
- Librarians receive and review faculty requests and approved requests are forwarded to Acquisitions
- JTacq software is the bridge between librarians and acquisitions.



# Gathering Requests

- JTacq Patron Request System
  - Website-based interface
  - Patrons create individual accounts
  - Submitted requests accessed by acquisitions' JTacq client
  - Buy-Not-Borrow Program

Charles C. Myers Library  
E-mail: [reference@dbq.edu](mailto:reference@dbq.edu) Phone: (563) 589-3770

University of Dubuque  
Suggest a Title

E-Mail: [reference@dbq.edu](mailto:reference@dbq.edu)

Keywords:   
Title:   
Author:   
[Help](#)   
Item Type:  

[My List](#) [My Info](#) [Log Off](#)  
Welcome: Nathan J. Gruber

<b>Welcome to the Patron Request &amp; Notification Form</b>	
This form is designed to provide a way for you to request the purchase of specific items and/or be notified by your library upon the purchase of specified authors and series.	
<i>Registering/Account Info</i>	<i>Searching?</i>
If you wish to maintain Request Lists and make Author/Series requests you must register. Select the <a href="#">Register</a> link on the left to Register. You will receive an email with an authentication link. Upon authenticating you will have the option to change your password. After logging in, select the <a href="#">My Info</a> link on the left to change your password.	This search form queries the Amazon database for the specified keywords. Up to 30 items will be returned and it is assumed that you will be able to narrow down the search to such a point that it will be in the 30 items that are returned. It is for this reason that there are no "Next" or "Previous" buttons. If you cannot find the desired item in the results please resubmit the search with additional search words.
<i>Can't Find It?</i>	<i>More Info?</i>
If you still cannot find the item, and if the Library has activated this option, then click the " <a href="#">Cannot Find</a> " button on the left and fill out the request form and the library reference staff will do some additional research. It is recommended that you make an honest effort at finding the specific item as it will increase the chances of the desired item being purchased and made available at your library.	The " <a href="#">Detail</a> " button will open a pop-up window and automatically navigate to the Amazon site and display extended information about the selected item. If you hover your mouse over the Price link under the Image it will display a small popup with pricing information.
<i>Want A Copy For Yourself?</i>	<i>Help?</i>
Simply click on the " <a href="#">Detail</a> " button or item image and follow through with the checkout process at the Amazon site. You can also use the button on the pop-up window when hovering over the Price link. If you are using a public terminal please insure that you log out of your Amazon account when finished.	For additional help in using this site, you will find a <a href="#">Help</a> link on the left after logging in to your account.
<b>*** Note ***</b>	
If you do a search and the results do not appear to be properly formatted check the bottom and/or top status bar of your web browser to make sure there are no warnings about sites and/or content being blocked. You may need to mark "data-n-stuff.com" and "amazon.com" as trusted sites.	

# Gathering Requests

- Books In Print
  - ▣ Collection development tool for Librarians
  - ▣ Lists are exported from BIP in CSV format and imported into JTacq client
  
- Other Requests
  - ▣ Emails & physical request slips
  - ▣ Added to JTacq through Drag-N-Drop or item search functions

# Notifications

- Patrons receive instant feedback about requests
- Patrons receive email notifications at time of purchase and when item is ready to checkout
- JTacq patron notification templates and information shared between acquisitions and cataloging
- Library is more responsive to patron needs

# Efficiency

- Streamlined process & procedures in Acquisitions
  - Acquisitions Staff Member
    - Staff position duties and title expanded to include management of library statistics
      - Acquisitions & Data Management Assistant
  - Position duties now include providing support to library public services and Information Literacy
    - Reference Desk shifts scheduled as a part of Acquisitions position
    - Allows librarians to focus on information literacy instruction
    - Assist as needed in information literacy instruction sessions

# Efficiency

- Streamlined process & procedures in Acquisitions
  - Student Assistants:
    - Two part-time student assistants assisted with per-order holdings check, pricing check, Horizon data entry, and receiving process
    - Student Assistant needs reduced to one part-time student shared between Acquisitions and Library Administration.
      - Responsibilities reduced to shipment receiving and other duties as needed.
      - Second student shifted to circulation desk duties.

# JTacq Demonstration



# Conclusion

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- Questions?