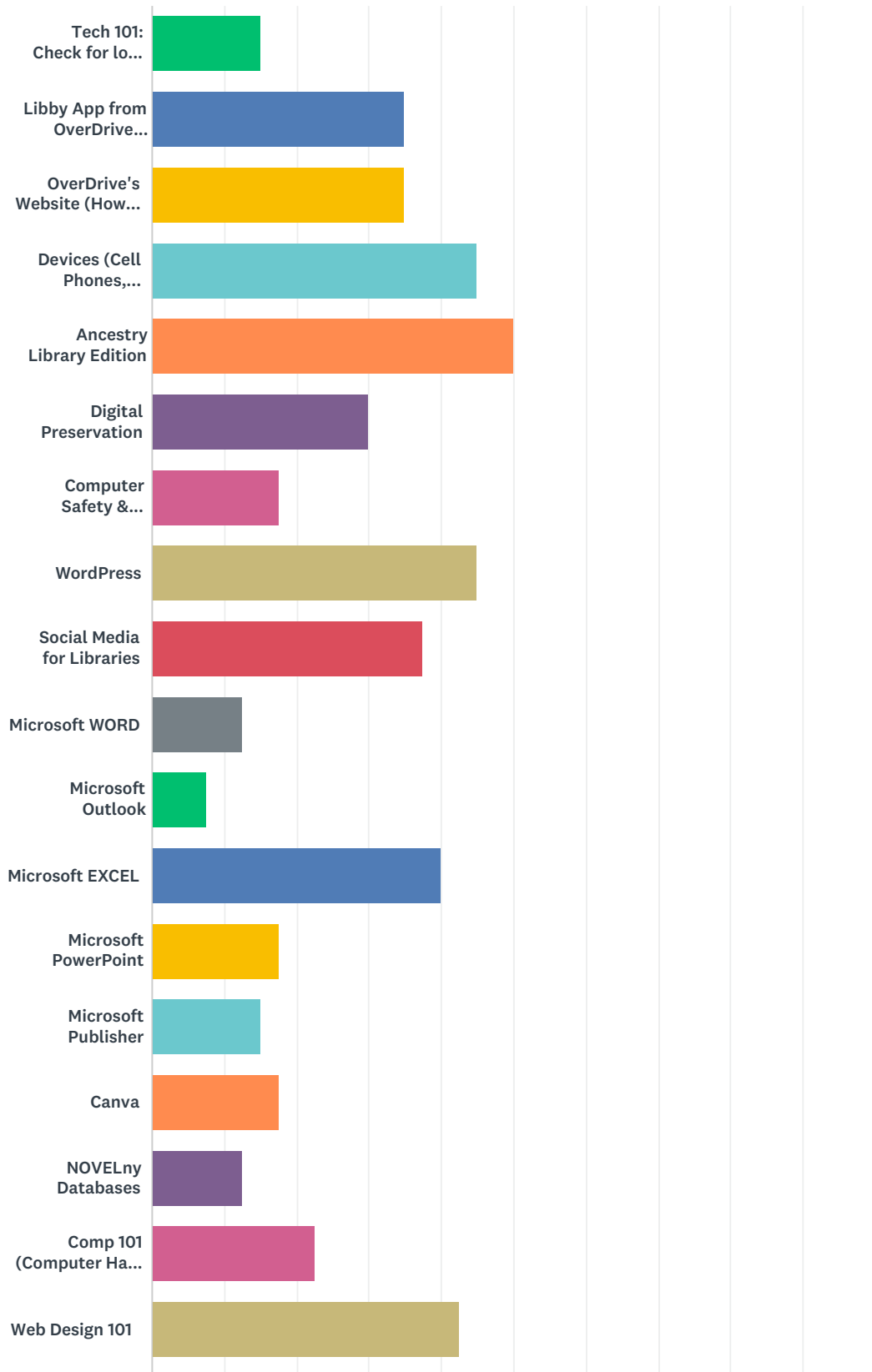
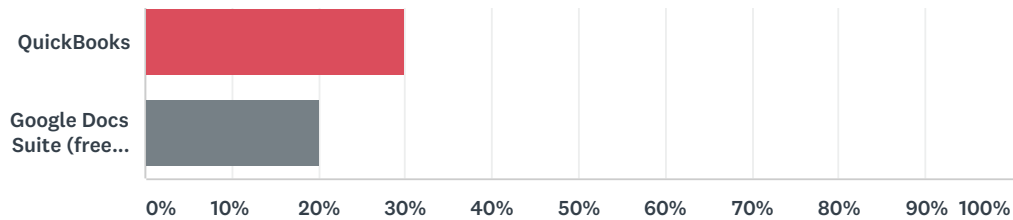


# Q1 Please check any of the technology and software applications below that would benefit your library, trustees, and volunteers.

Answered: 40 Skipped: 0



# What would you like to learn?

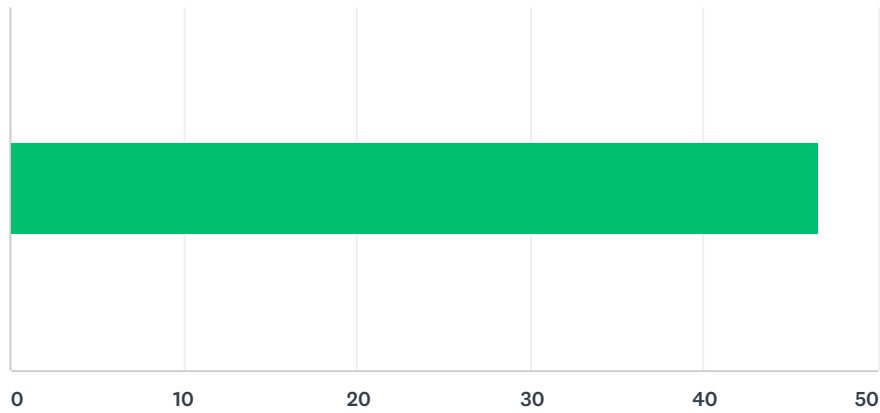


ANSWER CHOICES	RESPONSES
Tech 101: Check for loose plugs, wire a computer system (keyboard, mouse, monitor & tower) together; overview on different cable ends; connecting devices to PCs; and more	15.00% 6
Libby App from OverDrive (Download & read ebooks, audiobooks, and magazines)	35.00% 14
OverDrive's Website (How to navigate and download ebooks, audiobooks, and magazines)	35.00% 14
Devices (Cell Phones, Tablets, eReaders, and What's Next)	45.00% 18
Ancestry Library Edition	50.00% 20
Digital Preservation	30.00% 12
Computer Safety & Maintenance	17.50% 7
WordPress	45.00% 18
Social Media for Libraries	37.50% 15
Microsoft WORD	12.50% 5
Microsoft Outlook	7.50% 3
Microsoft EXCEL	40.00% 16
Microsoft PowerPoint	17.50% 7
Microsoft Publisher	15.00% 6
Canva	17.50% 7
NOVELny Databases	12.50% 5
Comp 101 (Computer Hacks for Patrons): Cut & paste use in many applications; become familiar with attachments and how to print off; computer safety; and more	22.50% 9
Web Design 101	42.50% 17
QuickBooks	30.00% 12
Google Docs Suite (free version)	20.00% 8
Total Respondents: 40	

#	WHAT'S NOT LISTED THAT WOULD HELP YOU? (PLEASE SPECIFY)	DATE
	There are no responses.	

## Q2 What level of technology & software application training do you need?

Answered: 39 Skipped: 1



ANSWER CHOICES	AVERAGE NUMBER	TOTAL NUMBER	RESPONSES
	47	1,818	39
Total Respondents: 39			

#		DATE
1	50	4/22/2019 11:50 AM
2	80	4/22/2019 10:14 AM
3	76	4/12/2019 1:37 PM
4	61	4/12/2019 10:25 AM
5	53	4/12/2019 9:48 AM
6	13	4/10/2019 11:44 AM
7	57	4/10/2019 10:01 AM
8	52	4/9/2019 4:58 PM
9	60	4/9/2019 4:08 PM
10	22	4/9/2019 3:25 PM
11	0	4/9/2019 3:07 PM
12	74	4/9/2019 2:41 PM
13	41	4/9/2019 2:03 PM
14	39	4/8/2019 12:44 PM
15	75	4/6/2019 10:46 AM
16	58	4/5/2019 6:58 PM
17	25	4/5/2019 3:03 PM
18	13	4/5/2019 2:10 PM
19	27	4/4/2019 4:57 PM
20	27	4/4/2019 4:13 PM
21	51	4/4/2019 3:56 PM
22	46	4/4/2019 3:40 PM

What would you like to learn?

SurveyMonkey

23	44	4/4/2019 2:44 PM
24	64	4/4/2019 2:31 PM
25	60	4/4/2019 1:54 PM
26	13	4/4/2019 1:46 PM
27	75	4/4/2019 1:12 PM
28	55	4/4/2019 1:00 PM
29	49	4/4/2019 12:59 PM
30	50	4/4/2019 12:27 PM
31	21	4/4/2019 12:24 PM
32	41	4/4/2019 11:20 AM
33	61	4/4/2019 11:04 AM
34	50	4/4/2019 10:32 AM
35	73	4/4/2019 10:13 AM
36	38	4/4/2019 10:12 AM
37	33	4/4/2019 10:08 AM
38	40	4/4/2019 10:06 AM
39	51	4/4/2019 10:04 AM

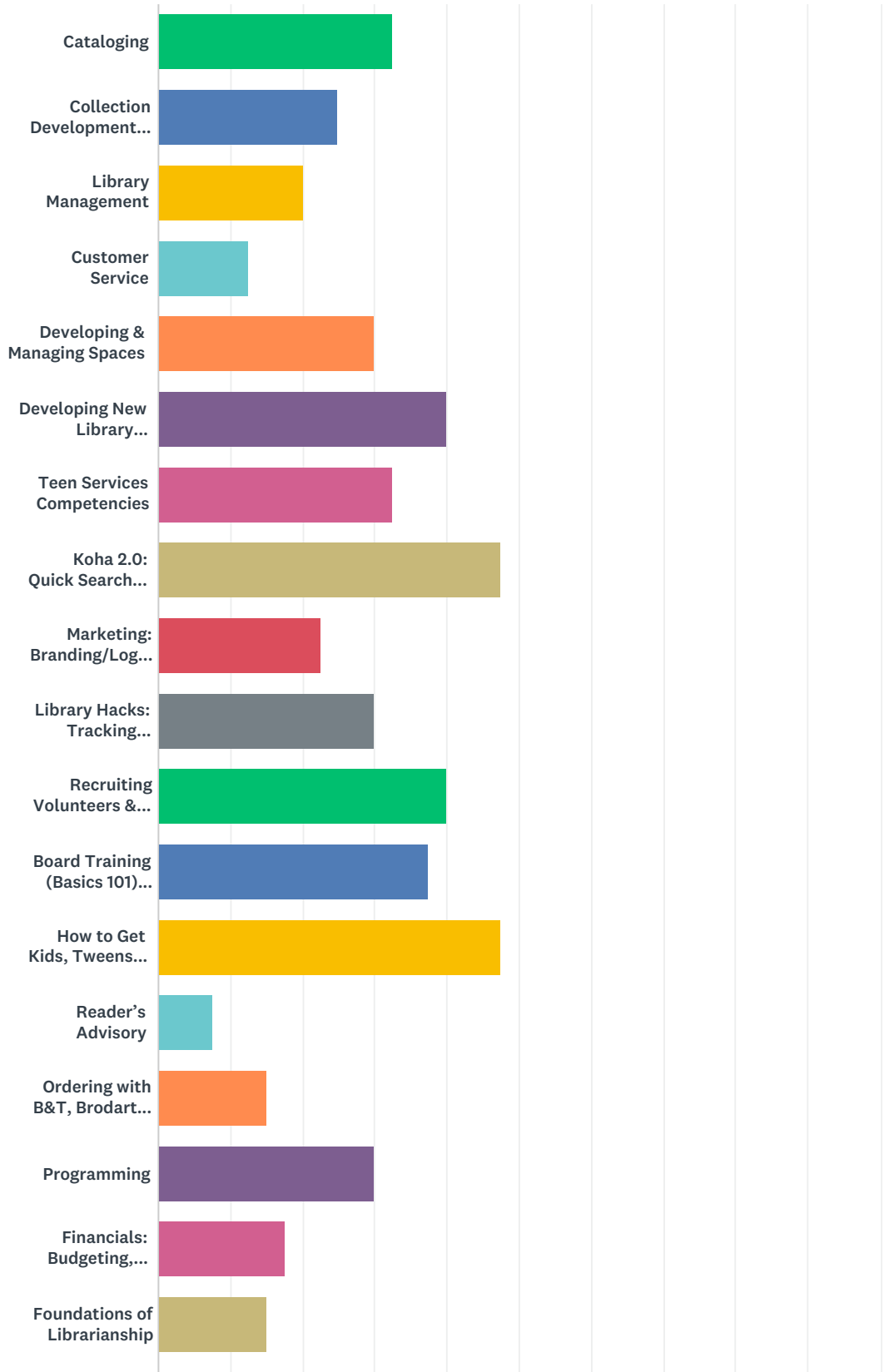
### Q3 Comments on level of technology & software application training needed:

Answered: 10 Skipped: 30

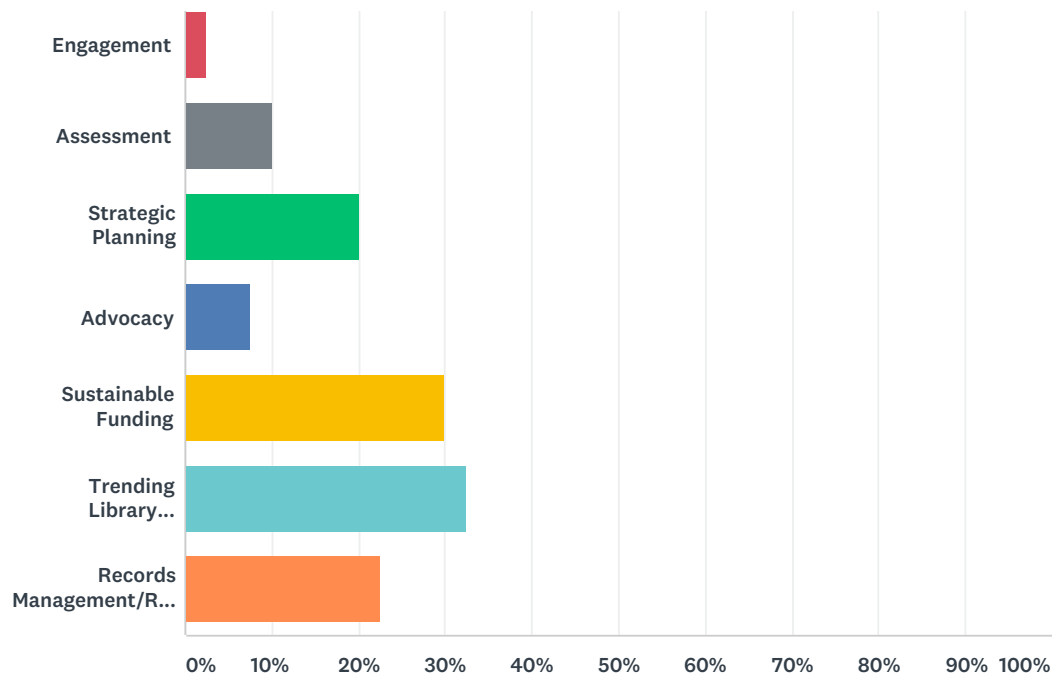
#	RESPONSES	DATE
1	I need the basics for building a website	4/12/2019 9:48 AM
2	for whom? Our staff training is up to date.	4/9/2019 4:08 PM
3	I have been using computers for practically all of my life. I have as much computer knowledge you can get without needed a degree or in-depth study.	4/6/2019 10:46 AM
4	I would be interested in these on a personal level. I'm not sure how I would apply them as a trustee or volunteer	4/4/2019 4:57 PM
5	I middle of the road with some things and slightly more proficient in others.	4/4/2019 1:54 PM
6	I'm pretty proficient with the Office programs except for Excel. I do use it occasionally but it frustrates me, particularly printing large spreadsheets, preventing column cut of and the "leading zero" problem with zip codes!	4/4/2019 1:46 PM
7	Our staff has a broad range of skills, some being at the beginner level and others would benefit from more advanced courses.	4/4/2019 12:27 PM
8	looking for classes/training I can have here in my library that could also include patrons attending training	4/4/2019 12:24 PM
9	I know enough to know some, but not enough to help patrons as much as I should	4/4/2019 11:20 AM
10	some of the common shortcuts, tips and techniques that make work easier and quicker.	4/4/2019 10:12 AM

### Q4 Please check any of the librarian core competency trainings listed below that would benefit your library, trustees, and volunteers.

Answered: 40 Skipped: 0



# What would you like to learn?



ANSWER CHOICES	RESPONSES	
Cataloging	32.50%	13
Collection Development (Selecting materials & weeding)	25.00%	10
Library Management	20.00%	8
Customer Service	12.50%	5
Developing & Managing Spaces	30.00%	12
Developing New Library Services	40.00%	16
Teen Services Competencies	32.50%	13
Koha 2.0: Quick Search Tips, Notices, Reports, Weeding, Inventory, and more	47.50%	19
Marketing: Branding/Logos for Libraries	22.50%	9
Library Hacks: Tracking orders; pulling holds (when & how often); best way to get materials into the system; and more	30.00%	12
Recruiting Volunteers & Board Members	40.00%	16
Board Training (Basics 101): Who does what & who is responsible for what (The trustee handbook will not be the textbook for this class.)	37.50%	15
How to Get Kids, Tweens & YAs into the Library	47.50%	19
Reader's Advisory	7.50%	3
Ordering with B&T, Brodart, and Midwest Tape	15.00%	6
Programming	30.00%	12
Financials: Budgeting, Bookkeeping, Accounting	17.50%	7
Foundations of Librarianship	15.00%	6
Engagement	2.50%	1

What would you like to learn?

SurveyMonkey

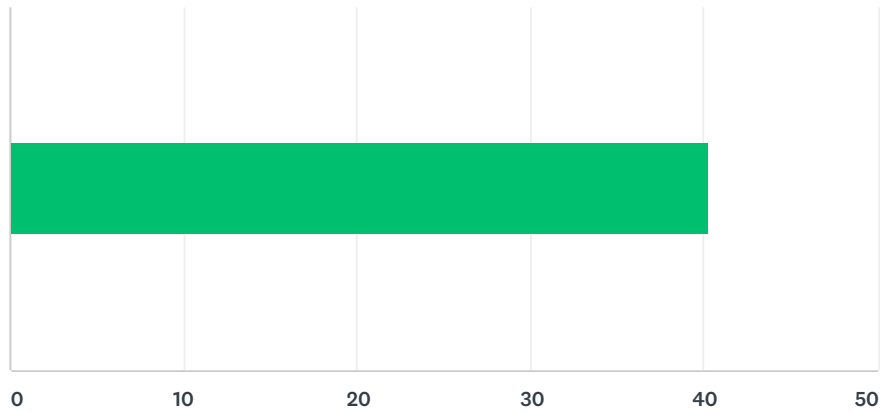
Assessment	10.00%	4
Strategic Planning	20.00%	8
Advocacy	7.50%	3
Sustainable Funding	30.00%	12
Trending Library Services	32.50%	13
Records Management/Retention Program (How long to keep documents & have ready access to policies, financial records, and more)	22.50%	9
Total Respondents: 40		

#	WHAT'S NOT LISTED THAT WOULD HELP YOU? (PLEASE SPECIFY)	DATE
1	How to keep people interested enough to repeatedly come to programs.	4/4/2019 4:13 PM



### Q5 What level of librarian core competency training do you need?

Answered: 37 Skipped: 3



ANSWER CHOICES	AVERAGE NUMBER	TOTAL NUMBER	RESPONSES
	40	1,489	37
Total Respondents: 37			

#		DATE
1	1	4/22/2019 11:50 AM
2	74	4/22/2019 10:14 AM
3	51	4/12/2019 10:25 AM
4	52	4/12/2019 9:48 AM
5	26	4/10/2019 11:44 AM
6	49	4/10/2019 10:01 AM
7	45	4/9/2019 4:58 PM
8	8	4/9/2019 4:08 PM
9	27	4/9/2019 3:25 PM
10	0	4/9/2019 3:07 PM
11	43	4/9/2019 2:41 PM
12	45	4/9/2019 2:03 PM
13	0	4/8/2019 12:44 PM
14	0	4/6/2019 10:46 AM
15	36	4/5/2019 6:58 PM
16	23	4/5/2019 3:03 PM
17	39	4/4/2019 4:57 PM
18	91	4/4/2019 4:13 PM
19	48	4/4/2019 3:56 PM
20	15	4/4/2019 3:40 PM
21	36	4/4/2019 2:44 PM
22	73	4/4/2019 2:31 PM

What would you like to learn?

SurveyMonkey

23	70	4/4/2019 1:54 PM
24	16	4/4/2019 1:46 PM
25	0	4/4/2019 1:12 PM
26	54	4/4/2019 1:00 PM
27	50	4/4/2019 12:59 PM
28	37	4/4/2019 12:27 PM
29	21	4/4/2019 12:24 PM
30	73	4/4/2019 11:20 AM
31	77	4/4/2019 11:04 AM
32	50	4/4/2019 10:32 AM
33	79	4/4/2019 10:13 AM
34	18	4/4/2019 10:12 AM
35	49	4/4/2019 10:08 AM
36	60	4/4/2019 10:06 AM
37	53	4/4/2019 10:04 AM

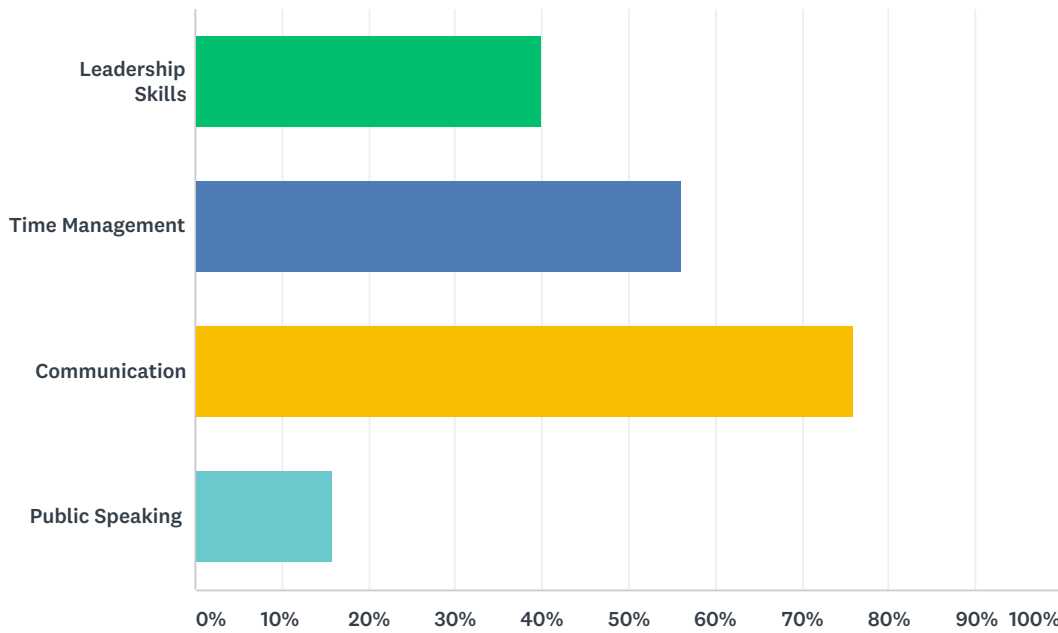
## Q6 Comments on level of librarian core competency training needed:

Answered: 7 Skipped: 33

#	RESPONSES	DATE
1	New programming, financials	4/12/2019 9:48 AM
2	I am not a librarian. I have a BA in Anthropology and no formal librarian training. I know the basics of collection management, ie: shelving, weeding, checkin/out; but that is all.	4/6/2019 10:46 AM
3	Is training for trustees different than Training for Librarians?	4/4/2019 4:57 PM
4	We're getting a new director who has only worked in college libraries as a work study student employee.	4/4/2019 3:40 PM
5	None.	4/4/2019 12:27 PM
6	We all need to look at our spaces and everyday activities with fresh eyes regularly to stay current	4/4/2019 11:20 AM
7	I often feel we should work a while and then have our orientation and training!	4/4/2019 10:12 AM

### Q7 Please check any of the soft skills trainings listed below that would benefit your library, trustees, and volunteers.

Answered: 25 Skipped: 15

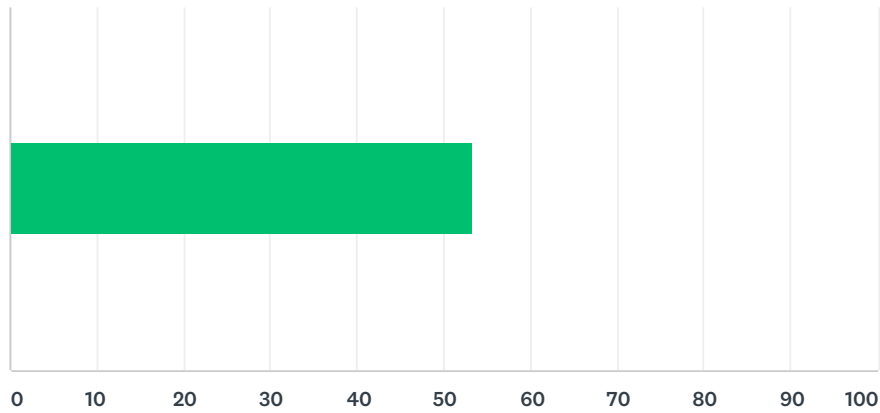


ANSWER CHOICES	RESPONSES
Leadership Skills	40.00% 10
Time Management	56.00% 14
Communication	76.00% 19
Public Speaking	16.00% 4
Total Respondents: 25	

#	WHAT'S NOT LISTED THAT WOULD HELP YOU? (PLEASE SPECIFY)	DATE
1	work place harmony ( co-workers working together and getting along)	4/12/2019 10:25 AM

### Q8 What level of soft skills training do you need?

Answered: 26 Skipped: 14



ANSWER CHOICES	AVERAGE NUMBER	TOTAL NUMBER	RESPONSES
	53	1,389	26
Total Respondents: 26			

#		DATE
1	68	4/22/2019 10:14 AM
2	49	4/12/2019 1:37 PM
3	46	4/12/2019 10:25 AM
4	41	4/12/2019 9:48 AM
5	45	4/10/2019 10:01 AM
6	58	4/9/2019 4:58 PM
7	52	4/9/2019 4:08 PM
8	47	4/9/2019 3:25 PM
9	44	4/9/2019 2:41 PM
10	25	4/8/2019 12:44 PM
11	50	4/6/2019 10:46 AM
12	67	4/5/2019 6:58 PM
13	24	4/5/2019 3:03 PM
14	37	4/4/2019 4:57 PM
15	48	4/4/2019 3:56 PM
16	84	4/4/2019 2:44 PM
17	45	4/4/2019 2:31 PM
18	55	4/4/2019 1:54 PM
19	50	4/4/2019 1:46 PM
20	50	4/4/2019 1:12 PM
21	24	4/4/2019 12:27 PM
22	87	4/4/2019 11:20 AM

What would you like to learn?

SurveyMonkey

23	50	4/4/2019 10:32 AM
24	80	4/4/2019 10:13 AM
25	88	4/4/2019 10:12 AM
26	75	4/4/2019 10:06 AM

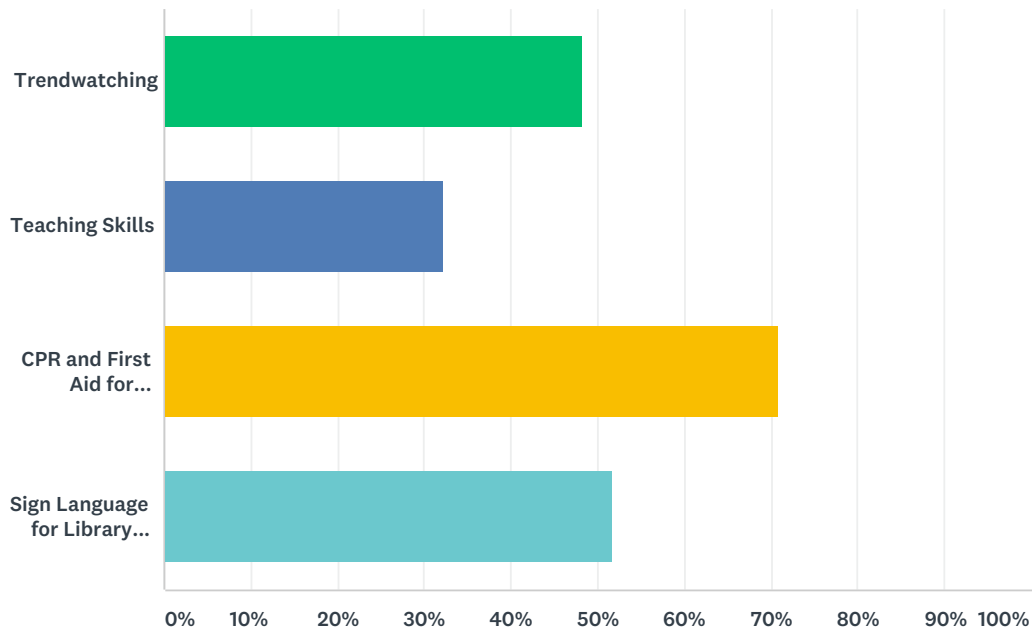
### Q9 Comments on level of soft skills training needed:

Answered: 5 Skipped: 35

#	RESPONSES	DATE
1	My staff is in need of this	4/12/2019 10:25 AM
2	How to motivate employees	4/12/2019 9:48 AM
3	None.	4/4/2019 12:27 PM
4	Soft skills are usually a strong point for me	4/4/2019 11:20 AM
5	as the main spokesperson and face of the HPL I feel very comfortable with my skill level.	4/4/2019 10:12 AM

### Q10 Please check any of the self-improvement skills trainings listed below that would benefit your library, trustees, and volunteers.

Answered: 31 Skipped: 9



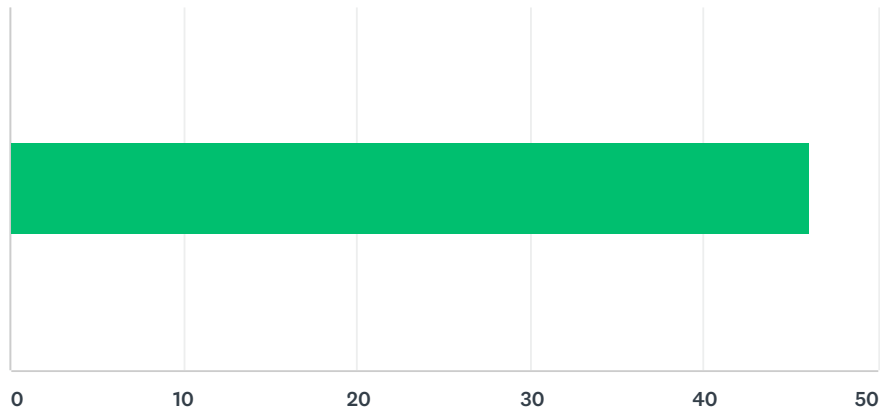
ANSWER CHOICES	RESPONSES
Trendwatching	48.39% 15
Teaching Skills	32.26% 10
CPR and First Aid for Librarians	70.97% 22
Sign Language for Library Staff: Show how to logon to computers, get a library card, get tax forms; communicate closing time, fines, and more	51.61% 16
Total Respondents: 31	

#	WHAT'S NOT LISTED THAT WOULD HELP YOU? (PLEASE SPECIFY)	DATE
1	excellent ideas!	4/4/2019 11:20 AM



# Q11 What level of self-improvement skills training do you need?

Answered: 28 Skipped: 12



ANSWER CHOICES	AVERAGE NUMBER	TOTAL NUMBER	RESPONSES
	46	1,291	28
Total Respondents: 28			

#		DATE
1	53	4/22/2019 10:14 AM
2	50	4/12/2019 1:37 PM
3	58	4/12/2019 10:25 AM
4	68	4/12/2019 9:48 AM
5	50	4/10/2019 10:01 AM
6	56	4/9/2019 4:58 PM
7	45	4/9/2019 4:08 PM
8	35	4/9/2019 3:25 PM
9	0	4/9/2019 2:41 PM
10	17	4/9/2019 2:03 PM
11	25	4/8/2019 12:44 PM
12	50	4/6/2019 10:46 AM
13	47	4/5/2019 6:58 PM
14	1	4/5/2019 3:03 PM
15	71	4/4/2019 4:13 PM
16	22	4/4/2019 3:40 PM
17	49	4/4/2019 2:44 PM
18	51	4/4/2019 2:31 PM
19	64	4/4/2019 1:54 PM
20	21	4/4/2019 1:46 PM
21	28	4/4/2019 12:59 PM
22	34	4/4/2019 12:27 PM

What would you like to learn?

SurveyMonkey

23	95	4/4/2019 11:20 AM
24	49	4/4/2019 11:04 AM
25	50	4/4/2019 10:32 AM
26	47	4/4/2019 10:13 AM
27	80	4/4/2019 10:12 AM
28	75	4/4/2019 10:06 AM

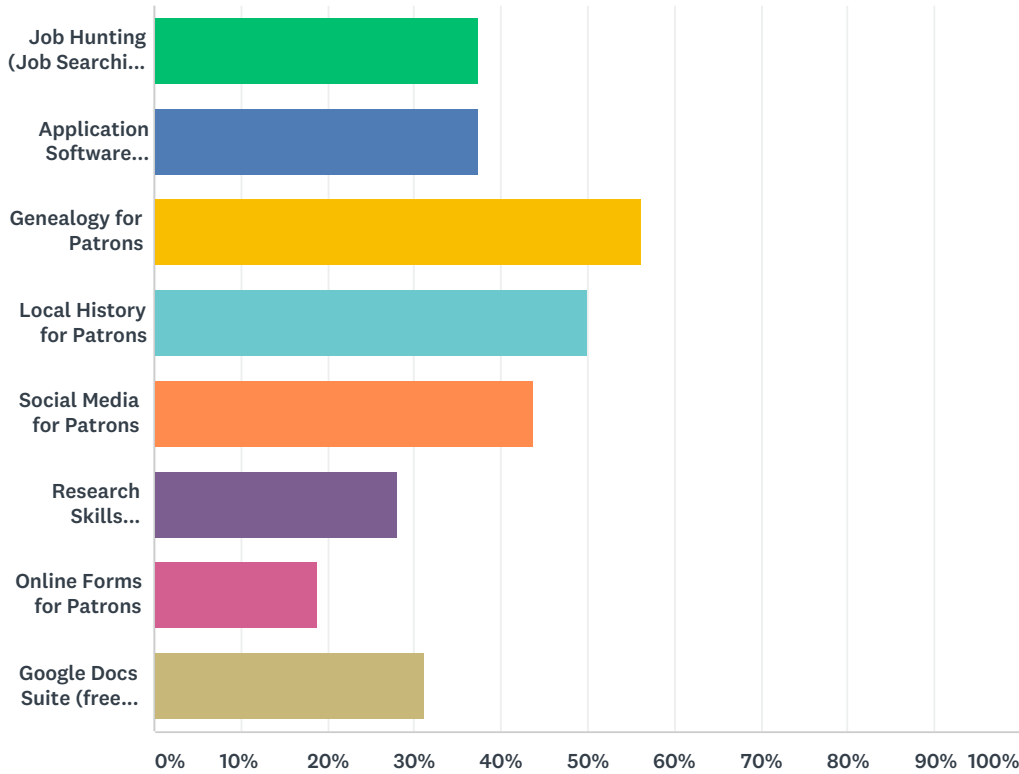
## Q12 Comments on level of self-improvement skills training needed:

Answered: 1 Skipped: 39

#	RESPONSES	DATE
1	I was, at one time long long ago, a CPR instructor but procedures have changed	4/4/2019 11:20 AM

### Q13 Please check any of the training topics geared toward teaching patrons listed below that would benefit your library, trustees, and volunteers.

Answered: 32 Skipped: 8

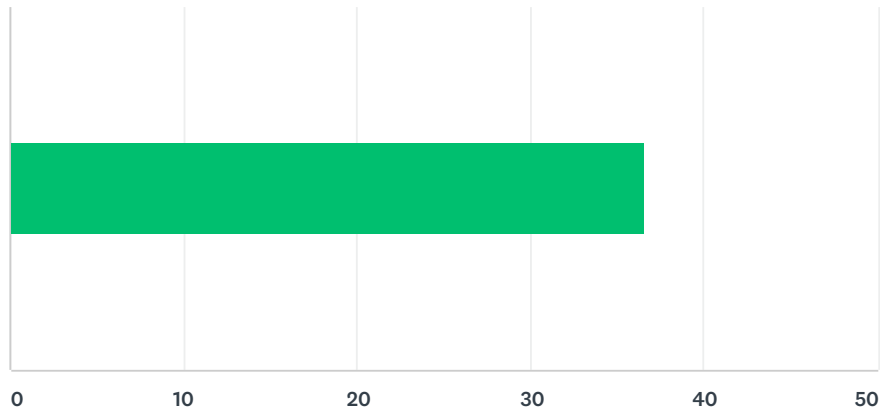


ANSWER CHOICES	RESPONSES
Job Hunting (Job Searching, Resume Help, and more)	37.50% 12
Application Software Programs for Patrons (WORD, EXCEL, Publisher, PowerPoint, Outlook, and Web Browsers)	37.50% 12
Genealogy for Patrons	56.25% 18
Local History for Patrons	50.00% 16
Social Media for Patrons	43.75% 14
Research Skills (Information Literacy Skills) for Patrons	28.13% 9
Online Forms for Patrons	18.75% 6
Google Docs Suite (free version) for Patrons	31.25% 10
Total Respondents: 32	

#	WHAT'S NOT LISTED THAT WOULD HELP YOU? (PLEASE SPECIFY)	DATE
1	How to behave in public, basic hygiene, respecting fellow patrons, how to take care of loaned materials, how to take care of shared library spaces.	4/6/2019 10:46 AM
2	These would be extremely useful for me	4/4/2019 11:20 AM

# Q14 What level of training on topics geared towards teaching patrons do you need?

Answered: 26 Skipped: 14



ANSWER CHOICES	AVERAGE NUMBER	TOTAL NUMBER	RESPONSES
	37	952	26
Total Respondents: 26			

#		DATE
1	57	4/22/2019 10:14 AM
2	55	4/12/2019 1:37 PM
3	32	4/12/2019 9:48 AM
4	15	4/10/2019 10:01 AM
5	87	4/9/2019 4:58 PM
6	39	4/9/2019 3:25 PM
7	0	4/9/2019 2:41 PM
8	0	4/8/2019 12:44 PM
9	56	4/5/2019 6:58 PM
10	4	4/5/2019 3:03 PM
11	44	4/4/2019 4:57 PM
12	28	4/4/2019 3:56 PM
13	35	4/4/2019 3:40 PM
14	42	4/4/2019 2:44 PM
15	49	4/4/2019 2:31 PM
16	57	4/4/2019 1:54 PM
17	6	4/4/2019 1:46 PM
18	20	4/4/2019 1:00 PM
19	33	4/4/2019 12:59 PM
20	1	4/4/2019 12:27 PM
21	20	4/4/2019 12:24 PM

What would you like to learn?

SurveyMonkey

22	79	4/4/2019 11:20 AM
23	50	4/4/2019 10:32 AM
24	53	4/4/2019 10:13 AM
25	50	4/4/2019 10:06 AM
26	40	4/4/2019 10:04 AM

## Q15 Comments on level of training on topics geared towards teaching patrons needed:

Answered: 4 Skipped: 36

#	RESPONSES	DATE
1	Basics would be a very helpful start!	4/8/2019 12:44 PM
2	I feel I have a good grasp of how to help people with material topics, but not with how to better themselves as individuals.	4/6/2019 10:46 AM
3	A librarian should not be required to be an expert in every program a patron may be interested. He/She should know where the patron can get the instruction required.	4/4/2019 4:57 PM
4	I currently offer these services but would like to do better	4/4/2019 11:20 AM

## Q16 Other Comments:

Answered: 2 Skipped: 38

#	RESPONSES	DATE
1	Training for librarians would be different from training for trustees.	4/4/2019 4:57 PM
2	Thanks Megan!!!!!!	4/4/2019 11:20 AM