



Snapshot Day 2016 *School Library/Media Center* Reporting Form

Thank you for participating in Snapshot Day 2016! During the library's hours of operation on October 18 (or an alternate date of your choosing), please report statistics as described below.

The information compiled and shared is essential to raise awareness and provide evidence regarding library service in schools and communities across New Jersey. This information will be used in advocacy and marketing materials for your library/media center, including the **Unlock Student Potential** initiative that campaigns for requiring highly effective school library programs in all schools, in line with ESSA recommendations.

We also encourage you to gather testimonials from students, whether in written, photograph, and/or video form. Please send comments in this form, or share photos and/or video on social media using **#snapshotdaynj**. *We understand photos and videos can be difficult, so comments from students are just as appreciated!*

If you are completing this form on paper, please scan and email to

pr@njlamembers.org, fax to (609) 394-8164 or mail to Jill D'Amico,

% South Brunswick Public Library, 110 Kingston Lane, Monmouth Junction, NJ

08852



1. Basic information

Date of report: _____

Type of library (public/private school): _____

School name: _____

Grade levels served :

Library location: _____

County: _____

Name and title of contact: _____

Hours open on Snapshot Day: _____

Door count/total number of students who visited the library on Snapshot Day:

2. Circulation

Total number of items borrowed: _____

Total number of books borrowed: _____

Total number of media (DVDs, CDs, video games, etc.) borrowed _____

Total number of electronic/digital items (eBooks, eMagazines, etc.) borrowed :

3. Reference/Instruction

Total number of reference/informational questions answered : _____

3. Reference/Instruction (cont.)

Optional: list example reference questions

Total number of classes conducted: _____

Optional: list class topics

4. Technology

Total number of computer logins/usage: _____

Technology available for student use in the library (*please list - ex. computers, tablets, 3D printers, video equipment, etc.*):

5. Outreach:

Number of instructional classes/demonstrations held outside the media center and/or school: _____

Optional: list examples
