**School Library Circulation Statistics Instructions (Libcode)**

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**Statistics can provide:-**

* information that can ‘highlight’ the activities of the library;
* provide data for decision making;
* evidence to confirm the impact of practices/ policy in the library;
* demonstrate needs

**Word of Caution:**

Our aim is to encourage students to want to read more.

We want to find positive ways of engaging students in reading. Strategies such as displays, book talks, recommending books to individuals, sharing/ reading funny parts of books to students, the teacher modeling silent reading during silent reading time, and teachers reading to students daily. It is better to encourage these types of approaches rather than “*making*” students borrow a book.

‘*Making’* students borrow each week will not encourage them to read… finding ways to tempt students to read is more a more effective approach to achieving a change in attitude. Seek opportunities to demonstrate that reading is enjoyable.

|  |
| --- |
| **How**: |

Go to …

**CIRCULATION MODULE in Libcode**

🡪 Statistics 🡪 Borrower …

**Borrower** - This will allow you to check the borrowing habits of a particular Group or Level.  This is useful if you are handing out reading achievement awards at the end of each term.

1. Select the lowest date range value
2. Set the highest date range value

***Transfer data into spreadsheet in order to create a visual display of the data***

|  |  |  |
| --- | --- | --- |
| **Average items per student by class** |  |  |
|  | 2009 | 2010 |
| K | 17.04 | 31.19 |
| P | 13.82 | 16.09 |
| yr 1 | 38.08 | 28.69 |
| yr 2 | 34.00 | 13.75 |
| yr 3 | 18.00 | 20.00 |
| yr 4 | 14.50 | 21.67 |
| yr 5 | 23.90 | 27.20 |
| yr 6 | 15.78 | 27.00 |
| yr 7 | 27.40 | 25.70 |
| **average per student overall** | 22.46 | 24.87 |

1. Sort order defaults to alphabetical listing on Surname.  You can change this to descending number of loans
2. Select the Group and / or Level you're interested in
3. Now click preview

**Transfer data into spreadsheet**

Highlight/ select the information.

Go to Insert menu and choose Insert Chart (or similar)

Choose chart type (column)

Copychart and paste into document (annual or termly update)

***Average Loans per student per year level***

***Please note: Libcode is working on improving this aspect of the software.***

**Other useful statistical information to pursue:**

* Total loans and breakdown i.e. no. of fiction, nonfiction, etc
* Increase/ decrease in circulation from previous year.
* Compare circulation during events/ promotions/ competitions
* Number of students who have not borrowed at each year level/ class
* Top 20 most popular fiction books
* Top 20 most popular non-fiction books

 **Collection Stats:**Number of new resources catalogued during the year by location & gmd
 Average age of resources in collection

* Percentage of resources older than 10 years
* Percentage of resources older than 20 years

**Australian content**

* % of new books by Australian publishers

**General Student Opinion Surveys**