

Technology Plan for the [*Library System Name*]

Covering: [Start Date of Plan] to [End Date of Plan]

Created: [Date plan was written]

Librarian: [Librarian Name]

Address: [Address of Library]
[Address Line 2]

City, State Zip: [City, State, Zip]

Telephone: [Telephone Number]

Contact Name: [Person to contact with any questions WVLC may have]

Contact Telephone: [Telephone number of the Contact listed above]

Affiliate Libraries (if any covered in this plan) and branches:

[List affiliate and branch libraries in the space below]

The questions below are to assist you in meeting the minimum requirements of the Technology Plan. However, please provide additional information as you deem necessary for you library system to reach its technology goals.

Mission Statement

[What is the mission statement for the library system?]

Technology Assessment

[What technology does the library currently implement that helps carry out the mission above? Provide a list of telecommunication and information technologies are currently available to patrons.]

[What technology does the library plan to implement in the future to help carry out the mission above? Provide a list of specific hardware, software, telecommunications, and information technologies.]

Professional Development

[What are the library's plans to accomplish the training necessary for staff to use the desired technology effectively?]

[What are the library's plans to accomplish the training necessary for patrons to use the desired technology effectively?]

[What types of training is the library seeking and from what sources?]

[What funding has the library delegated to the training and from what sources?]

Evaluation Process

[How will the library evaluate the overall success of the plan? How frequently will the plan be evaluated?]

[How often will the plan be updated?]

This Technology Plan has been reviewed and submitted by the [Library System Name].

Library Director

Date

Library Board Representative

Date

FOR USE BY THE WEST VIRGINIA LIBRARY COMMISSION

This plan has been reviewed and approved by the West Virginia Library Commission. Approval will remain effective for the term of this plan, but not to exceed three years.

Approved by the West Virginia Library Commission

Date

Approval expires: _____