



ONE DAY IN THE LIFE OF PENNSYLVANIA LIBRARIES: OCTOBER 15, 2012 FAQs for School Libraries

What is SnapShot PA?

The purpose of SnapShot PA Day is to capture the impact that Pennsylvania libraries have on their “communities” on a typical day. Librarians from all types of libraries will participate. The results can make a powerful statement about the value of Pennsylvania’s libraries. Make sure your school library is represented.

When is SnapShot PA Day?

We are asking libraries to keep statistics, collect comments and purposes for visiting, and capture events with photos on **October 15, 2012**. If your schedule does not permit you to collect statistics, comments and photos that day, choose another day that week or the week immediately preceding October 15. Or perhaps you can designate an assistant, volunteer, etc. to do that for you.

What do I need to do?

- Discuss the SnapShot PA project with your administrators and teachers for permission and support.
- Let your students and staff know that you will be “snapping” a shot of the library’s activities that day. Plan ahead by thinking about the types of photos you intentionally want to capture. Check with your administration to see if the district has a blanket permission form or if you can send something home in advance of SnapShot Day.
- If you are planning a special program in October, try to schedule it for your SnapShot Day.
- Use or make and use a modified version of the in-library survey for school libraries that will be available on the www.snapshotpa.org website shortly to capture why students, teachers and administrators are visiting the library that day and to collect their comments.
- A copy of a Survey Monkey brief survey tailored for school libraries will be on the www.snapshotpa.org website on October 1 so you know what statistics we are asking you to collect. Then, following SnapShot PA Day, click on the link to complete the survey.
- On October 15 collect statistics, comments, photos, etc. which represent a typical day in the library.
- Input your data into Survey Monkey.
- Upload your photos to Flickr (the account name will be provided closer to the date) if your school policy permits the publishing of photos.
- Share your results locally within your library and with your school community via summary reports, your newsletter, your webpage, etc.