

## Managing and analyzing your collection: a practical guide for small libraries and school media centers

Doll, Carol A., author

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### Abstrak

If you can follow a cookbook, you can use these simple "recipes"—calculations, formulas, and measurements—to come up with statistics for analysis and management of your collection. Using measures of timeliness, relevancy, use percentages, user profiles, and comparisons, you can determine in quantitative ways the quality of your library's collection. From there, you can communicate its value to your customers and that's the name of the game!.