



## Library Tour Report

Thank you for deciding to pursue continuing education (CE) through the SWLS Library Tour Program! Reports must be submitted within 30 days after the tour to Shauna at [skoszegi@swls.org](mailto:skoszegi@swls.org). Directions for earning hours toward director certification are below.

### Before the Tour

1. Read Sections 1-6 of [The Wisconsin Public Library Standards, 6th Edition](#) OR Sections 1-6 of [The Inclusive Services Assessment and Guide for Wisconsin Public Libraries](#).

**Only choose one document! Each is about 30 pages.**

2. Depending on which document you choose, read the following 3 questions.

#### ***Wisconsin Public Library Standards***

1. Use the [Wisconsin Public Library Standards Checklist](#), and choose a couple of lines to discuss with an employee at the library. Reflect on the conversation and tell us about it.
2. Using [the quantitative standards on pages 28-30](#), where does the library fall in terms of periodical holdings and number of computers? How do you feel about these standards?
3. Take a look at the tier three standards. Which are most/least attainable for a library of this size? Why?

#### ***The Inclusive Services Assessment and Guide for Wisconsin Public Libraries***

1. Review the Inclusive Services Statement in Section 1. What comes up for you after reading this? Try to be specific with your answer.
2. Using Section 4, What the Library Has to Offer, what did you notice about the library's collections?
3. Using Section 5, Where the Interactions Take Place, what did you notice about the facility in terms of inclusivity?

### After the Tour

In response to the 3 questions, write a report no longer than 1 page. You are also welcome to respond to the questions via audio or video recording. Submit your answers to Shauna at [skoszegi@swls.org](mailto:skoszegi@swls.org), and don't forget to fill out a DPI Activity Report for your activity as well. To calculate your hours see [www.swls.org/library-staff/library-tour-program](http://www.swls.org/library-staff/library-tour-program).