



Innovation Project Application

Library: Northwest Regional Library System, Bay County Public Library

Project Manager: Gerard Giordano

Phone: 850 522-2106

Email: ggiordano@nwrls.com

Name of Project: *Adult Technology Education Lab Upgrade*

Project Amount requested: \$4,655.00

Scope of the Project: Upgrade Adult Reference Technology Lab to incorporate a smartboard and scanners in order to facilitate new and existing technology classes offered to adult learners at the Bay County Public Library.

What need in the library/community will this project address?

A recent studyⁱ notes that "...an estimated 36 million adults lack the basic literacy, numeracy, and job skills necessary to find well-paying jobs and navigate public and social systems." The Bay County Public Library comes in contact with these people on a daily basis. In addition to basic computer skills, these people now require a number of technology skills just to complete basic job and social services applications. Moreover, many of them cannot afford the equipment or data access required to complete these tasks. They are turning to the public library in increasing numbersⁱⁱ to learn about and gain access to technology. The Bay County Public Library as responded by offering a number of adult technology classes such as *Computer Basics, Introduction to Internet, Basic Word, Basic Excel, Introduction to Social Media, Introduction to Internet Maps, Basic Android, and Introduction to E-Books*. Typically, such classes attract people who need to gain new and often complex skills in very short time.

Recent studiesⁱⁱⁱ confirm the use of smart boards improves the level of clarity among students. Currently the Bay County Public Library is limited to presenting lessons' audio visual content on a data projector. Use of smart board technology would greatly enhance the ability of our educators to present lessons. For example: Smart boards can easily enable teachers and students to use to mirror their content, ideas and apps on their device to the whole class- a task that is all but impossible under the current setup. Additionally, the requirement for our library users to submit important hardcopy documents such a driver's licenses, birth certificates, transcripts, photographs, etc. as scanned files in order to apply for jobs and assistance has become a daily occurrence at the library. At the moment,

Bay County Public Library lacks an efficient way to scan these types of materials directly to our pc workstations. The addition of 2 compact, efficient desktop scanner units will enable this capability and afford out staff the opportunity to offer hands-on classes on this and similar skills.

The reference staff at Bay County Public Library is ready to help usher our users into the diverse and often challenging world of electronic interaction. With these tools, the library can respond to this growing demand with all the new and exciting educational opportunities they make possible.

Resources required:

2 Canon imageFormula DR-C225 Document Scanners

2 Mediabridge USB 2.0 - A Male to B Male Cable (10 Feet) - High-Speed with Gold-Plated Connectors – Black - (Part# 30-001-10B)

1 SMARTBOARD SBID-MX286

1 Splashtop Mirroring360 software package

Activities/Timeline (include estimated completion date):

Current Adult Tech Class Offerings:

- Computer Basics 1 & 2
- Microsoft Word 1 & 2
- Resumes
- Introduction to Social Media
- Microsoft Excel 1 & 2
- Introduction to Android Devices
- Introduction to eBooks
- Introduction to Internet Maps

New Adult Tech Classes (to be developed and added 2019)

- Introduction to Document Scanning & Printing
- Basic Email
- Basic Cloud Storage and Synchronization
- Introduction to Online Job Applications

Adult Technology Education Lab Upgrade

Task Name	Start Date	End Date	Duration (Days)	Days Complete	Days Remaining	Percent Complete
Plan Grant Application	10/29/2018	10/30/2018	1	1.00	0.00	100%
Equipment & Software Acquisition	1/1/2019	1/31/2019	30	0.00	30.00	0%
New Tech Course Development	1/1/2019	1/31/2019	30	0.00	30.00	0%
Public Tech ^{Class} Class for Ebooks (includes first assessment)	3/1/2019	5/16/2019	76	0.00	76.00	0%
PLAN Grant Fund Expenditure Deadline	1/1/2019	8/15/2019	226	0.00	226.00	0%
Staff Policy/Training	2/1/2019	3/3/2019	30	0.00	30.00	0%
Equipment "Rollout" (includes publicity)	3/1/2019	4/30/2019	60	0.00	60.00	0%
PLAN Grant Assessment	8/1/2019	8/15/2019	14	0.00	14.00	0%

How will the library sustain this project?

Once equipment and software are acquired, the library can maintain and upgrade through regular operating budget funds. Class offerings are evaluated and modified and new offerings developed on an ongoing basis.

Library Director's signature: Robin Slade Date: 11/7/18

Seni L. Prince Date: 11/7/18

Signature of agent, office, or board to whom the Director reports

For PLAN use only:

Approved _____ Not Approved _____

PLAN Executive Director _____

ⁱ Curtis, J. A. (2017, November 7). The Importance of Teaching Adult Services Librarians to Teach. Retrieved July 8, 2018, from <http://publiclibrariesonline.org/2017/11/the-importance-of-teaching-adult-services-librarians-to-teach/>
 Librarians and library staff are undoubtedly the link that brings many resources and skills to patrons
ⁱⁱ Becker, S., and et. al., 2011, Opportunity for All How Library Policies and Practices Impact Public Internet Access: Institute of Museum and Library Services: <<https://www.ims.gov/assets/1/AssetManager/OppForAll2.pdf>> (accessed July 23, 2018).
ⁱⁱⁱ Davidovitch, N., and R. Yavich, 2017, The Effect of Smart Boards on the Cognition and Motivation of Students: Higher Education Studies, v. 7, no. 1, p. 60, doi:10.5539/hes.v7n1p60.