

SPEC Survey on Collaborative Teaching and Learning Tools

1. Introduction

Recent library literature emphasizes the increase in technologically savvy library users and the development of “information commons” or “collaboration labs” to serve them. However, little has emerged to give insight on the details of offering complex and technologically advanced collaborative teaching and learning tools, such as interactive whiteboards, to library users. The ability of a library to offer such equipment carries with it a large learning curve, for both users and library staff, along with financial and technical support issues.

This survey is designed to gather information about what collaborative teaching and learning tools are currently being offered to users in ARL member libraries. It covers questions on which kinds of tools are offered, how many, and why, where they are located, who may use them, the sources of funding, who provides training and support, and what techniques are used to promote and evaluate the tools. Data and documentation gathered from this survey should provide a snapshot of collaborative teaching and learning tools currently offered in academic and research libraries and also provide a basic framework for those thinking of offering such resources in the future.

For the purpose of this survey, “collaborative teaching and learning tools” are limited to the equipment, devices, or systems being offered to research library users in a self-service environment including, but not limited to, the following: interactive whiteboards (IWBs, e.g., SMART Board), touchscreen tablet computers (e.g., iPads), classroom/audience response system (e.g., clickers), interactive learning centers (e.g., TouchTables), and Wii gaming systems. Please restrict responses to this survey to those services and equipment that result in individualized, user-initiated, collaborative teaching and learning scenarios.

This survey was designed by Marilyn N. Ochoa, Assistant Head of the Education Library, and Thomas Caswell, Associate University Librarian, Architecture and Fine Arts Library, at the University of Florida.

Please complete this survey and send the requested documentation by **February 27, 2012**. If you are not able to complete the survey in one sitting, you may return to the survey and resume where you left off.

NB: You will need to use the same computer and Web browser each time you access the survey and have cookies enabled.

An * indicates a required response.

As always, individual responses to the survey will be treated confidentially.

Questions can be directed to the [SPEC survey staff](#).

***Select your institution:**

SPEC Survey on Collaborative Teaching and Learning Tools

*** Please provide the following contact information:**

Name:

Job title:

e-mail:

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2. Equipment Offered

For each of the following types of collaborative teaching and learning tools please indicate whether the library currently offers it, plans to offer it in the near future, or has no plans to offer it. If your library does not offer the tool, please indicate if it is available elsewhere in your institution.

	Currently Offers	Plans to Offer	No Plans to Offer	Available Elsewhere
Laptops	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Interactive whiteboards (IWBs, e.g., SMART Board)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Non-interactive whiteboards	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
E-book readers (e.g., Kindle, Nook)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Touchscreen tablet computers (e.g., iPads)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Classroom/audience response systems (e.g., clickers)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Handheld videoconferencing devices (e.g., Dell Streak, webcams)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Videoconferencing systems (e.g., Polycom)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Interactive learning centers (e.g., TouchTables)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Gaming systems (e.g., Wii)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Video recording devices (e.g., FlipVideo cameras)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Audio recording devices	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Personal digital assistant	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Other tool(s)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

If you selected "Other tool(s)" above, please briefly describe it and specify whether your library currently offers it, plans to offer it, or it is available elsewhere in your institution.

If making these tools available for users is in the planning stages, please answer the following questions to the best of your ability based on plans at this time.

3. Number of Tools

Please indicate how many of each tool your library currently offers or plans to offer.

Laptops:	<input type="text"/>
Interactive whiteboards (IWBs, e.g., SMART Board):	<input type="text"/>
Non-interactive whiteboards:	<input type="text"/>
E-book readers (e.g., Kindle, Nook):	<input type="text"/>
Touchscreen tablet computers (e.g., iPads):	<input type="text"/>
Classroom/audience response systems (e.g., clickers):	<input type="text"/>
Handheld videoconferencing devices (e.g., Dell Streak, webcams):	<input type="text"/>
Videoconferencing systems (e.g., Polycom):	<input type="text"/>
Interactive learning centers (e.g., TouchTables):	<input type="text"/>
Gaming systems (e.g., Wii):	<input type="text"/>
Video recording devices (e.g., FlipVideo cameras):	<input type="text"/>
Audio recording devices:	<input type="text"/>
Personal digital assistant:	<input type="text"/>

Please specify any other tool(s) and how many of each are/will be available.

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4. Equipment Location

Please indicate where the tools are physically located in your library. Check all that apply.

	Open User Area (e.g., reference, information commons)	Classroom or Lab	Group Study Room	Available for Checkout	Other Location
Laptops	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Interactive whiteboards (IWBs, e.g., SMART Board)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Non-interactive whiteboards	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
E-book readers (e.g., Kindle, Nook)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Touchscreen tablet computers (e.g., iPads)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Classroom/audience response systems (e.g., clickers)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Handheld videoconferencing devices (e.g., Dell Streak, webcams)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Videoconferencing systems (e.g., Polycom)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Interactive learning centers (e.g., TouchTables)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Gaming systems (e.g., Wii)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Video recording devices (e.g., FlipVideo cameras)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Audio recording devices	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Personal digital assistant	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

If you selected "Other Location," please specify the tool and identify its location.

Please specify any other tool(s) that is/will be available and its location.

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Does the library use any scheduling system to reserve any of these tools?

- Yes
- No

If yes, please briefly describe the scheduling system (e.g., an online form within the library catalog, a web form, in-person requests, etc.)

5. Decision Drivers

Please indicate the main drivers that influenced your library's decision to make these tools available to users. Check all that apply.

- User request
- Recommendation from a library committee/staff
- Collaboration with another unit/department in the institution
- Ancillary benefit of another library initiative
- Included as part of an information commons
- Included as part of a grant-funded program
- Provided/donated by a commercial vendor
- Other decision driver, please describe.

6. Use Policy

Are the tools your library offers or plans to offer available to all library users or is their use restricted to certain categories of users?

- All tools are available to all users
- Use is restricted to certain categories of users
- Some tools are available to all users; other tools are restricted

Please briefly describe any restrictions on the use of these tools (e.g., user category, institutional affiliation, prior training, etc.)

Does your library require users to complete any training or registration process before using collaborative teaching and learning tools?

- Yes, training is required
- Yes, registration is required
- Neither training nor registration is required

If training is required, please briefly describe the content and who provides the training.

If registration is required, please briefly describe the process.

7. Training and Technical Support

Who trains library staff to use and/or troubleshoot collaborative teaching and learning tools?

Check all that apply.

- Library staff other than IT/systems staff
- Library IT/systems staff
- Parent institution's IT/systems staff
- Commercial vendor
- Other person, please specify

Who provides technical support to library users? Check all that apply.

- Library staff other than IT/systems staff
- Library IT/systems staff
- Parent institution's IT/systems staff
- Commercial vendor
- Other person, please specify

Who performs maintenance and repair for the collaborative teaching and learning tools?

Check all that apply.

- Library staff other than IT/systems staff
- Library IT/systems staff
- Parent institution's IT/systems staff
- Commercial vendor
- Other person, please specify

8. Financial Support

How was the initial purchase of the collaborative teaching and learning tools funded? Check all that apply.

- General library budget
- Library's IT/systems budget
- Parent institution's IT/systems budget
- Public/private partnership
- Grant funding
- Student technology fees
- Other funding source, please specify

Please enter any additional comments you have about the initial funding of these tools.

How is ongoing maintenance and replacement of the collaborative teaching and learning tools funded? Check all that apply.

- General library budget
- Library's IT/systems budget
- Parent institution's IT/systems budget
- Public/private partnership
- Grant funding
- Student technology fees
- Other funding source, please specify

If the library charges a fee for the use of *any* of the collaborative teaching and learning tools, please briefly describe which tools have use fees, the type of fee (e.g., per item, amount of time it is used, etc.), and the fee amount.

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Please enter any additional comments you have about the ongoing funding of these tools.



9. Publicity

How does the library publicize the availability of collaborative teaching and learning tools?

Check all that apply.

- Word of mouth
- Signs and flyers
- Mentioned in library classes and tours
- Library newsletters
- Campus newspaper
- Email communications
- Library website
- Social networking sites (e.g., Facebook, Twitter, YouTube, etc.)
- Other publicity method, please describe

10. Evaluation

What techniques/strategies does the library use to assess the success of offering the collaborative teaching and learning tools? Check all that apply.

- Informal user feedback
- Track the number of uses of each tool
- Track the number of requests for each tool
- Track the number of technical support requests for each tool
- Through formal surveys of users
- Other evaluation technique, please specify

11. Benefits

Please list up to three benefits of providing collaborative teaching and learning tools to library users.

Benefit 1

Benefit 2

Benefit 3

12. Challenges

Please list up to three challenges of providing collaborative teaching and learning tools to library users.

Challenge 1

Challenge 2

Challenge 3

13. Additional Comments

Please submit any additional information regarding collaborative teaching and learning tools at your institution that may assist the authors in accurately analyzing the results of the survey.



14. Call for Documents

Please provide the URLs for the following documents/web pages relating to collaborative teaching and learning tools at your library.

If these documents are not available on the Web or if the URL is for a page that is accessible only by the library staff, mail or email the document(s) by **February 27, 2012** to:

ARL SPEC Surveys
21 Dupont Circle NW
Suite 800
Washington, DC 20036

OR

spec@arl.org

NB: Submitted documents may be chosen for inclusion in the published SPEC Kit which will be distributed in both print and electronic formats on a variety of platforms, such as the ARL Digital Publications website, digital repositories, and HathiTrust. Please alert the SPEC survey staff if a submitted document should not be published.

User registration form

Equipment scheduling system

Equipment guides for users

Online tutorials/training materials for users

Curriculum/course content for in-person training for users

Online tutorials/training materials for library staff

Curriculum/course content for in-person training for library staff

Equipment troubleshooting guides for library staff

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Policy statements regarding appropriate use of collaborative tools

Policy statements regarding who are eligible users

Publicity for promotion of collaborative tools

Check here if print documentation will be sent by mail or e-mail.

- Will send document(s) by mail
- Will send document(s) by email

15. Thank you

Thank you for your contribution to this survey!

Questions about the survey, or a request for a PDF of your survey response, can be directed to the [SPEC survey staff](#).

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