



# Greater Dandenong Libraries' Collection and Resource Guidelines

## Objective

Greater Dandenong Libraries strive to develop and maintain collection materials and access to electronic resources (eresources) to support the Greater Dandenong community. The Library provides recreational reading materials, literary content and skills for life resources to support lifelong learning aspirations.

The Library's role is to:

- develop the collection for different age groups and support Greater Dandenong's diverse community
- provide access to a variety of materials and eresources, complementary to library services and programs
- introduce new resource technology and formats to support community needs and content development.

## Selection

Current collection materials range from print Books, Magazines and Newspapers to Audio Visual resources like Talking Books in CD or MP3 format, Kits, Music CDs, DVDs and Blu-Rays plus a variety of internet based resources available remotely 24/7.

The Library aims to develop and maintain its collection in tune with changing format types available for free public lending. Selection and access can be limited by Copyright, Digital Rights Management and/or Australian Classification rating requirements for fiction content on DVDs or Blu-Rays.

Collection materials and eresources are selected to meet broad appeal. High level academic material is not actively acquired and specific educational texts are not generally selected. The exception to this is the introduction of a trial VCE English collection in 2017 to support English literacy studies for local secondary school students.

Popular materials are chosen in combination with more select works to fulfill community needs and expectations.

The acquisition of library collection materials and eresources is a dynamic process, subject to change; it is especially influenced by topic or format demand, cost and availability of resources.



## Suggestions

As a member of Greater Dandenong Libraries you can recommend or request materials for inclusion into the library's collection through the '[Suggest a Title](#)' link on The Vault [www.greaterdandenonglibraries.com/thevault](http://www.greaterdandenonglibraries.com/thevault)

Library member's suggestions will be assessed based on selection guidelines as previously mentioned. Access to additional material outside of Greater Dandenong Libraries' collection is available through resource sharing arrangements with other library services.

See the *Resource Sharing Guidelines* document for more information.

## Maintenance

The Library attempts to maintain a quality collection by replenishing materials that are worn and/or out-of-date. Topical information and materials will change with user demand and stock availability. Like for like replacement of withdrawn items is not always possible or relevant to changing needs and expectations of the Library's collection.

## Donations

The Library accepts and welcomes collection material donations. However donations must meet the guidelines outlined in the Library's *Donating Material* document.

## Evaluation

Greater Dandenong Libraries' *Collection and Resource Guidelines* are subject to change and are reviewed and updated regularly.

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