Suggested Guidelines for Selecting DDA Titles

The goal of CTW's DDA program is to provide access to the most content for the least cost.

Think consortially – the titles selected may become potential purchases <u>for each library</u> (and the size of each library's budget varies!)

When deciding if DDA is the best option, refer to the following guidelines as well as:
eBook or Print? CTW Holdings Recommendations and **eBook or Print? Criteria to Consider**

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Avoid Unintended Duplication: help reduce overlap of DDA titles with other ebook and print holdings
1. <u>Check the catalog</u>: to determine if you already have access to the title – in ebook or print.
   - Not all titles are purchased via GOBI – the libraries use many other vendors.
   - All three libraries have access to many ebook titles through subscriptions (ebrary's Academic Complete) and purchases (Springer ebook packages, MyiLibrary, and Oxford)
2. <u>Look at GOBItween</u>: to see slips sent and purchases made across CTW
   - Try using the ISBN links in GOBI to search for holdings of the title across all formats.
     - *FYI: these links use Trinity's openURL resolver because it's currently the only set-up that pulls the ISBN's TITLE into the catalog search. This is extremely useful for finding ALL title holdings across all formats.*

Opt for Unique Content: to broaden the range of titles available in our collections
- Ideal holdings level for DDA titles: **No copy or only one print copy is held across CTW**
- If two or more print copies are held by CTW: consider only core titles essential for undergraduate study and research.
  - For more details, see **Ebook or Print: CTW Holdings Recommendations**
  Don't forget: our catalogs link to Google Books so patrons can preview a title online (and determine its usefulness) before checking it out or placing a CTW request.

Pay Attention to Pricing: ideally, the eBook should be the same price as a print copy.
- Be aware that **many publishers price ebooks on cloth** despite softcover availability
  - GOBI's "Alternate Editions" will display the title's availability and pricing across all formats.
- Use your best judgment evaluating the content's value vs. the eBook's cost.
- Suggested price ceiling: $150 (as a guideline, not an absolute!)
  A reminder: All the libraries are softcover-preferred (with YBP) and each of our budgets vary.

<u>When eBooks are Requested for Class Use</u>:   Ask Faculty if the title is for recommended or required readings.
- If recommended: the title may be added to the DDA program.
- If required: purchase the title outright to avoid Short Term Loan fees.
  - Each library has several options for purchasing title-by-title ebooks:
    – Directly from the publisher (i.e. Oxford), EBL, MyiLibrary, and ebrary
    – Each vendor has various access levels: Single, Multiple, Unlimited, Non-Linear Lending
- Knowing the class size will help determine which vendor and access level is best for anticipated usage.
  Talk with your colleagues in collection development and acquisitions about how these faculty requests will be handled in your library.