

Notes on the survey

Survey response rates

The Wyoming State Library sent out 1,749 survey forms to the state's libraries for their estimated 1,337 employees; 812 responses and 220 unused forms were returned. Respondents were self-selected, so responses may not constitute a representative sample.

Survey forms returned to total surveys sent			
Library type	Number of surveys sent	Forms returned	% rate of return
Academic	193	117	60.62%
Public	662	476	71.90%
Schools	789	376	47.66%
Special	105	63	60.00%
Overall	1749	1032	59.01%

Completed surveys returned to estimated number of library workers			
Library type	Estimated workers	Completed forms	% rate of return
Academic	165	94	56.97%
Public	599	414	69.12%
Schools	502	252	50.20%
Special	71	52	73.24%
Overall	1337	812	60.73%

Adjustments to the data

Data was initially entered exactly as reported. Minor adjustments were made to the data, including:

- Government agency, law, medical and “other” libraries were combined into the category of special libraries, because of the small number of responses for each.
- On Q. 8 (job duties), two additional categories, interlibrary loan (ILL) and circulation were added, due to the large number of write-in responses for these two functions. Because these options were not available on the original survey, these two duties may be underrepresented in the results.
- For hours worked, months worked and salaries/wages, ranges were averaged (eg. 40-50 hours = 45 hours), and plus signs (+) were eliminated. A small number of entries that appeared to be incorrectly reported (eg. an 8-hour week and a \$50,000 salary) were deleted.
- On Q. 18 (preferred training methods), many respondents did not rank the methods from 1 (most preferred) to 5 (least preferred) as instructed, but instead put an “X” by their preferred training methods. All “X” responses were converted to a “1.”
- On Q. 21 (barriers to training attendance), “new hire” was added, due to the large number of write-in responses indicating this was a barrier to training. Because this option was not available on the original survey, it may be underrepresented in the results.

21. If you have not participated in training events or conferences during the past three years, please tell us why.

Mark **ALL** that apply.

- Do not have time
- Home responsibilities
- No funds available from my library
- No substitute to cover for me
- Not interested
- Other job
- Topics not related to my work
- Other, please specify _____

22. Are you a member of the Wyoming Library Association?

- Yes
- No Skip to question 25.

23. Are you a member of a WLA section (s)? Mark **ALL** that apply.

- Academic/Special
- Children/Young Adult
- Paraprofessional
- Public/Trustee
- School Library Media Personnel
- None

24. Have you served as an officer or a committee member at any level in WLA?

- Yes
- No

25. How do you receive information from or about WLA? Mark **ALL** that apply.

- Director/Co-workers
- Email
- Print materials
- WLA newsletter
- WLA website
- Other, please specify _____
- I have not received information about WLA**

26. Mark the WYLD functions you use by entering a check in the box that best defines your skill level. If you would like training in any of the functions, put checks in the "would like training" boxes.

	Do Not Use	Skill Level			Would Like Training
		Minimum	Intermediate	Expert	
WYLDcat					
Licensed Databases					
Acquisitions					
Cataloging Guidelines					
Cataloging/Linking					
Circulation					
Director's Station					
ILL/VDX					
Java Client					
Reports					
Reserves					
Serials					
Workflows General Skills <small>(setting properties, changing toolbars, etc)</small>					



Help us make working in Wyoming Libraries GREAT!

Dear Colleague,

We want to provide you the best training opportunities possible for your work in a Wyoming library.

With that in mind, the Wyoming State Library, Wyoming Library Association and the WYLD Training Committee are conducting this survey to learn more about the state's library workforce and how you prefer to learn or improve work skills.

Your answers will not be personally identifiable. Survey data will be compiled and reported by the state's Economic Analysis Division.

We value your response. The information you provide will help us plan better programs, conferences, and continuing education opportunities, and to deliver them in ways more convenient for you. Please take a few minutes to complete and return the survey. The survey form may be refolded for mailing, and postage is paid.

Thank you for participating in this survey. If you have any questions, please contact....

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Ara Anderson
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To send in this survey, simply fold the paper in thirds, and tape together. You don't even need a stamp, we took care of that for you!

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