MOBIUS Fine Tuning Priorities

Description	Current Status	Prerequisites
Training		
MCO Training Staff survey end users to determine specific training needs. Suggested topics already identified include such areas as training on currently available functions, on-site refresher training, online tutorials for patron use, site coordinators refresher training, training on new functions and services, serving as a clearinghouse for end user training materials developed by MCO or by the members, and continuing to partner with other training providers such as MLNC	MCO Trainers are planning to visit each member library and can ascertain individual library training needs at that time	*Survey end users *Work with Advisory Committee Chairs and Clusters to determine global training needs
MCO Staffing		
Provide adequate MCO staffing to address the priorities set by the Council and Executive Committee	*Provision for an additional trainer has been made in the FY06 budget *An additional help desk position will be funded through re-allocation of current funds *Additional staff changes have been made to provide support for areas identified in the strategic plan	Additional funding will need to be in place to add any more positions

Description	Current Status	Prerequisites
Provide MCO leadership to MOBIUS members in evaluating, interpreting the impact on services, and selecting III and other products	Information is usually forwarded to the members as links to detailed information about products under consideration. In addition, members would like to have a thumbnail description in layman's terms of what the item is and what the ramifications would be within MOBIUS of adopting or rejecting the product.	
Assist members in analyzing how to use III products most effectively	The on-site visits of the trainers should substantially address this issue. Also need periodic reviews, perhaps in a checklist manner, of how best to use various functions.	
MCO Leadership, Advocacy, Support		
MCO should continue to provide leadership and support in such areas as coordinating membership voting on III enhancements, sharing of serials, assistance with cataloging and maintaining standards, and keeping abreast of advancements in hardware and software to improve services		

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Communication		
A number of specific communication issues were identified that need to be addressed which include such areas as internal and external communications, improving the web site, providing feedback to and from Advisory Committees, reporting on status of reported problems, and email communications	With the assistance of Susan Bartel, MOBIUS has developed a draft Communications Plan for 2005	MCO should seek feedback from the members and end users on a regular basis to further fine-tune communication-related concerns
Designate MCO staff member to address communication issues	Linda Vorce has been assigned this role	