



The ABC's of Your Institution's Streaming Media Plan

Follow our checklist to help plan/evaluate your institution's streaming media collection!

Accessibility

1. Captioning Method-Select all that apply:

- Auto Transcription
- Manual Transcription
- Professional Transcription
- Other Method/captioning:

2. Subtitles or Captions? (circle one or both)

Are the line breaks inserted in the proper position?

3. Additional Images/Text in Media (Classroom Generated Content):

- Standard Font Size/Style:
- Standard Font Color:

4. Will you incorporate routine usability tests for media content? (yes/no)

Frequency of usability tests:

Budget & Purchasing Models

1.Types of Purchasing Models-Select all that apply:

- Title by Title (Firm Order)
- Patron Driven Access (PDA)
- Subscriptions to Platforms (AVON, Films On Demand, Etc)
- Other Models:

2. Budget Allocation and Assessing Return on Investment

Determine Financial Commitment to Streaming Plan

Explain Evaluation Process:

Methods of Assessment-Select all that apply:

- Usage Statistics from Vendor/Local ILS
- Determine need for streaming vs physical media
- Other Assessment Methods:

Course Design/ Content Diversity/ (Faculty) Communication

Faculty Communication/Collaboration:

1. Faculty Communication Format-Select all that apply:

- Email
- Library Resource
- Lib Guide
- Catalog Note
- Other form of communication/plan:

2. Does the content reflect the DEI mission statement of the library? (yes/no)

Future Plans for developing a more inclusive collection:

Happy Valentine's Day

Media Format

1. Analog

Equipment needed to access analog media:

2. Digital

Delivery Format:

3. Faculty/Student Generated Content (if applicable)

Storage/Hosting:

Access Routes:

Congratulations on taking the necessary steps to streamline your institution's streaming media collection! For additional resources please scan the QR Code Below:

