



## Statewide Services – FAQs for School Librarians

<https://kslib.info>

800-432-3919 ♦ 785-296-3296

[kslc@ks.gov](mailto:kslc@ks.gov) ♦ [audiobooks@ks.gov](mailto:audiobooks@ks.gov)

The Statewide Services division encompasses the projects and services available to all residents of the state. We provide direct help by phone, email, IM, and screen share. Our contact info is above. Problems with a database, digital book platform, or ILL? Please contact the State Library, not the vendor, for assistance.

***SLK Website->Librarians->Statewide Services*** – training documents (including teacher version of this sheet), webinars, promotional materials, and more for all the sections listed below.

### **Kansas Library eCard**

- Need your admin login? Email us with your name and library.
- Optional: add patron email to accounts so that patron receives card number in an email.
- Printable cards: can print blank pages of KSLCs from the website.
- Name? The Kansas Library Card is now called the Kansas Library eCard, but still abbreviated KSLC.
- **Schools & the Card** - Schools often ask if there are age limits, if a parental permission slip is needed for the card, etc. The State Library has no restrictions of this type. Any internal rules are at your discretion.

### **Reasons to Make a Card?**

- Access Digital Book eLending services. The majority of these require a personal account to function properly (for checkouts, holds, etc) and the KSLC provides that or a way to register for one.
- Backup access to the Databases/Online Resources. Most patrons can access the databases directly from the pages listed in the databases section (links have automatic login by location built in) but it is not perfect. Patrons can access by logging in to <http://kslc.org> instead. This site also works while patrons are traveling.

### **Statewide Databases**

**Training** – We do specific trainings on all the major database platforms plus “refreshers and news” trainings throughout the year. SLK webinars are always recorded and made available for viewing on our website. Feel free to share archives or promote trainings to your teachers if you feel it is beneficial.

### **Linking to Databases Options:**

1. Link to one of the State Library website database pages. Access from these pages not working at your library or school? Statewide links work by recognizing your internet address as being in Kansas. Send us your IP address/range to have your access fixed.
  - Main (Adult/Public Library version): <https://kslib.info/eor>
  - Student Research (Middle-High School version): <https://kslib.info/students>
  - Research for Kids (Elementary age or younger): <https://kslib.info/kids>
2. Ask us for direct database links for your own site (same links as used on the State Library pages).
3. Direct setup with vendor. This is the only option that allows for local statistics on databases.

**Best Databases for Students?** The Student and Kids database pages shown above contain the databases that are age appropriate and most commonly used for assignments. School librarians assisted us in selecting databases for these pages.



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### Tools:

- Journal Finder – *where* is a specific periodical full-text in the databases, so I can read/browse online?
- Journal Alerts—create an EBSCO sign in so you can create an alert for new full-text issues of periodicals.
- Kansas Periodical Index –citations for finding articles in Kansas-specific journals.
- EBSCO permalinks – anywhere you see “share” or “permalink” this is the direct link for that article, journal record, search, etc. These can be emailed to patrons or used on your website as needed.

### Digital Books eLending

If you want to promote these, please link to the kids’ digital books page (<https://kslib.info/eBooksforKids>) or main digital books page (<https://kslib.info/digitalbooks>).

- RBDigital, cloudLibrary, Freeding, Enki, Total Boox – students may use books just as any other patron with a personal account. Remember these are **public library collections**.
- Britannica E-STAX – **no use restrictions**. Email us to sign up for an E-STAX link for your school (students will never have to sign in when accessing this link in your school). MARC available for catalogs & providing a direct link to specific books for classroom use.
- BookFlix – **no curriculum use please**. We have the public library subscription, which does not include in-class-use licensing. For more information: Librarians->Digital Books->Kids eBooks.

### Interlibrary Loan

- Any library may be a part of the statewide ILL system. Just make your materials available to share in order to borrow from others. Your Regional Library System consultants assist you in joining and learning to use the ILL system.
- KanILL-L – listserv just for librarians involved in statewide ILL. Find it under “Join Email Lists.”
- Courier system – libraries may sign up for courier service, an alternative to sending ILL materials through the US mail. Administered by NEKLS, called Kansas Library Express. Sometimes schools partner with their public library so they may access the courier without being a regular stop.
- **Book Discussion Sets** – when a library has finished a book discussion, the set of extra book copies can be borrowed by other libraries. Full list in Excel available on website.
- Floating Collections-devices to ILL that stay at your library until another library requests it.

### Continuing Education

- Calendar – webinars hosted by the State Library AND other libraries, professional organizations, vendors.
- Join Email Lists – if you’re not already a member of KASL and on that listserv, please join KanLib-L, the listserv for Kansas librarians. Any librarian may post to this list. The State Library announces grants, webinars & training opportunities, and updates on our services here (KASL also receives these emails).
- WebJunction - Self-paced and web-based online courses, webinars, archives, and resources in library services, technology, management, and more. Access at <https://kslib.info/webjunction>