# Task Details Report

**Planning Unit:** Library
**Unit Manager:** Lead Faculty & Staff, Library & Learning Resources

**Objective:** 769 - Resource Requests

**Objective Description:**

We are requesting resources to increase services and resources for students and faculty.

| Start Date: | Task Type: | Priority Level: | Task Order: |
|---|---|---|---|
| 2/28/2018 | Resource Request | High | 2 |
| **Due Date:** | **Completion Date:** | **Task Status:** | **Budget:** |
| | | New | $13,464 |

We will increase access to textbooks for students.

**Budget Remarks:**

| Date: | Name: | Remarks: |
|---|---|---|
| No Data to Display | | |

**Budget Details:**

| GL Code | Account | Description | Requested | Approved |
|---|---|---|---|---|
| Equipm | Library | KIC Bookeye 4 Book scanning and copying device | $13464.00 | $7150.00 |

**Assignment Details:**

| Name: | Email: |
|---|---|
| No Data to Display | |

# Task Details Report

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|---|---|---|---|
| **Start Date:** | **Task Type:** | **Priority Level:** | **Task Order:** |
| 2/28/2018 | Resource Request | High | 3 |
| **Due Date:** | **Completion Date:** | **Task Status:** | **Budget:** |
| | | New | $3,000 |

Increase collection of streaming films to help meet faculty and student demand.

**Budget Remarks:**

| Date: | Name: | Remarks: |
|---|---|---|
| No Data to Display | | |

**Budget Details:**

| GL Code | Account | Description | Requested | Approved |
|---|---|---|---|---|
| SubMbr | Library | Kanopy | $3000.00 | $3000.00 |

**Assignment Details:**

| Name: | Email: |
|---|---|
| No Data to Display | |

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|---|---|---|---|
| **Start Date:** | **Task Type:** | **Priority Level:** | **Task Order:** |
| 2/28/2018 | Resource Request | High | 4 |
| **Due Date:** | **Completion Date:** | **Task Status:** | **Budget:** |
| | | New | $4,740 |

Provide internet access to students who do not have access to the internet.

**Budget Remarks:**

| Date: | Name: | Remarks: |
|---|---|---|
| No Data to Display | | |

**Budget Details:**

| GL Code | Account | Description | Requested | Approved |
|---|---|---|---|---|
| Equipm | Library | Mobile WiFi Routers | $4740.00 | $0.00 |

**Assignment Details:**

| Name: | Email: |
|---|---|
| No Data to Display | |

# Task Details Report

| **Start Date:** | **Task Type:** | **Priority Level:** | **Task Order:** |
|---|---|---|---|
| 2/28/2018 | Resource Request | Medium | 5 |
| **Due Date:** | **Completion Date:** | **Task Status:** | **Budget:** |
| | | New | $476 |

Provide access to watching course required films to groups of students.

## Budget Remarks:

| Date: | Name: | Remarks: |
|---|---|---|
| No Data to Display | | |

## Budget Details:

| GL Code | Account | Description | Requested | Approved |
|---|---|---|---|---|
| Supply | Library | Flat Screen, wall mount, smart TV | $350.00 | $350.00 |
| Supply | Library | Mounting hardware for flat screen TV | $22.00 | $22.00 |
| Supply | Library | Blu-ray/DVD player | $90.00 | $90.00 |
| Supply | Library | Floating shelf | $14.00 | $14.00 |

## Assignment Details:

| Name: | Email: |
|---|---|
| No Data to Display | |

# Task Details Report

| | | | |
|---|---|---|---|
| **Start Date:**<br>2/28/2018 | **Task Type:**<br>Resource Request | **Priority Level:**<br>High | **Task Order:**<br>6 |
| **Due Date:** | **Completion Date:** | **Task Status:**<br>New | **Budget:**<br>$1,776 |

Provide printing for our department, high amount printing for our division office, and large format and color printing for students.

**Budget Remarks:**

| Date: | Name: | Remarks: |
|---|---|---|
| No Data to Display | | |

**Budget Details:**

| GL Code | Account | Description | Requested | Approved |
|---|---|---|---|---|
| Supply | Library | HP 305A 3-pack Cyan/Magenta/Yellow Original LaserJet Toner Cartridges, CF370AM | $1068.00 | $0.00 |
| Supply | Library | Original Xerox 113R00608 Drum Unit | $708.00 | $0.00 |

**Assignment Details:**

| Name: | Email: |
|---|---|
| No Data to Display | |

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| | | | |
|---|---|---|---|
| **Start Date:**<br>2/28/2018 | **Task Type:**<br>Resource Request | **Priority Level:**<br>High | **Task Order:**<br>7 |
| **Due Date:** | **Completion Date:** | **Task Status:**<br>New | **Budget:**<br>$12,000 |

Increase student success and information competency by providing an easy to use aggregated search of almost all the library's online resources and catalog. Save the district money by getting a district subscription to EBSCO Discovery Search.

**Budget Remarks:**

| Date: | Name: | Remarks: |
|---|---|---|
| No Data to Display | | |

**Budget Details:**

| GL Code | Account | Description | Requested | Approved |
|---|---|---|---|---|
| SubMbr | Library | EBSCO Discovery Search (Super Search) | $12000.00 | $0.00 |

**Assignment Details:**

| Name: | Email: |
|---|---|
| No Data to Display | |