

CONTENT INVENTORY

<http://www.upper-sandusky.lib.oh.us/>

Page ID	Title/Topic	URL	Format	Comments
0.0	Home	http://www.upper-sandusky.lib.oh.us/	Page template	The home page contains over 30 links
0.1	Hours and address details	http://www.upper-sandusky.lib.oh.us/	Text	Static content and located in the header
0.2	Upper Sandusky Library's Photostream	https://www.flickr.com/photos/49659550@N07/	External URL (new site)	Redirects users to a Flickr page
1.0	Directions	http://www.upper-sandusky.lib.oh.us/Directions.htm	Page template	
1.1	Interactive map and directions	http://www.mapquest.com/?address=301%20n%20sandusky%20ohio	External URL (new site)	Redirects users to MapQuest
1.2	Map of the library's location	http://www.upper-sandusky.lib.oh.us/Directions.htm	Image (map)	Geographical scheme contains a map
2.0	Hours	http://www.upper-sandusky.lib.oh.us/Hours.htm	Page template	No active content, contextual links on this page
2.1	Hours of Operation	http://www.upper-sandusky.lib.oh.us/Hours.htm	Text, image	
3.0	Library Staff & Board	http://www.upper-sandusky.lib.oh.us/Board.htm	Page template	
3.1	Board Meeting Minutes	http://www.upper-sandusky.lib.oh.us/BoardMinutes.htm	Text	Very large amount of text with no way or sorting, organized by date
3.1.0	Minutes from Previous Years	http://www.upper-sandusky.lib.oh.us/BoardPastYears.htm	Text	Larger amount of text with no way or sorting, organized by date
3.2	Board of Trustees	http://www.upper-sandusky.lib.oh.us/Board.htm	Text	Jennifer's name is bolded, however the others are not
3.3	Staff Members	http://www.upper-sandusky.lib.oh.us/Board.htm	Text	No contact information for the staff members
4.0	Community Links	http://www.uppersanduskychamber.com/	External URL (new site)	Label reads as plural, however there is only one direct link
5.0	News & Info	http://www.upper-sandusky.lib.oh.us/N&I.htm	Page template	
5.1	News	http://www.upper-sandusky.lib.oh.us/N&I.htm	Text	
5.1.0	Upcoming Closures	http://www.upper-sandusky.lib.oh.us/N&I.htm	Text	Outdated content (mentions July 3-4, 2015)
5.1.1	Library Survey	http://www.surveymonkey.com/s/6ycqyf	Text, external URL (survey)	Encourages people to take survey for an "amazing prize." What is the prize?
5.1.2	Employment Information	http://www.upper-sandusky.lib.oh.us/PDFs/Employment%20ag	PDF	
5.1.3	About:Books	http://www.aboutbooks.info/?cx=001266962508864705821:d	Text, external URL (new site)	Embedded search bar in the content (hard to find -- could be more prominent)
5.2	Information	http://www.upper-sandusky.lib.oh.us/N&I.htm	Text	
5.2.0	EduTrek	http://www.edutrek.com/	Text, external URL (new site)	Helps people get connected with colleges
5.2.1	Tuition Funding Sources	http://www.tuitionfundingsources.com/?library=OhioLib	Text, external URL (new site)	Assists people looking for scholarships
5.2.2	ProQuest Ancestry	http://ancestrylibrary.proquest.com/aleweb/ale/do/login	Text, external URL (new site)	Provides people with ancestry records
5.2.3	Ohio Here to Help	http://www.ohioheretohelp.com/index.stm	Text, external URL (new site)	Help for those unemployed -- connection to resources and services
5.2.4	Support Your Library	http://www.upper-sandusky.lib.oh.us/N&I.htm	Text	Ask for donations, however, there is no way to donate online
5.2.5	Tax Forms	http://www.upper-sandusky.lib.oh.us/N&I.htm	Text	Links to tax information and forms
5.2.5.0	Internal Revenue Service (IRS), United States Department of Treasury	http://www.irs.gov/Forms-&-Pubs	External URL (new site)	Links to tax information and forms
5.2.5.1	Ohio State Income Tax	http://www.tax.ohio.gov/Forms.aspx	External URL (new site)	Links to tax information and forms
5.2.5.2	School District Income Tax	http://www.tax.ohio.gov/Forms.aspx	External URL (new site)	Links to tax information and forms
5.2.5.3	Upper Sandusky Income Tax	http://www.uppersanduskyoh.com/incometax.php	External URL (new site)	Links to tax information and forms
5.2.6	Ohio Means Jobs	https://jobseeker.ohiomeansjobs.monster.com/	Text, external URL (new site)	Search for job opportunities in Ohio
6.0	Our Library	http://www.upper-sandusky.lib.oh.us/OurLibrary.htm	Page template	Contains an interactive library card (can be confusing with no direction)
6.1	Library Card	http://www.upper-sandusky.lib.oh.us/OurLibrary.htm	Text	This information could be organized into a FAQ section and more visible
6.1.0	Who may obtain a library card?	http://www.upper-sandusky.lib.oh.us/OurLibrary.htm	Text	
6.1.1	How much does the library card cost?	http://www.upper-sandusky.lib.oh.us/OurLibrary.htm	Text	
6.1.2	Where Do I Obtain a Library Card?	http://www.upper-sandusky.lib.oh.us/OurLibrary.htm	Text	
6.1.3	How Long May I borrow items from the collection and are there limits to I	http://www.upper-sandusky.lib.oh.us/OurLibrary.htm	Text, table	
6.1.4	How often can I renew an item?	http://www.upper-sandusky.lib.oh.us/OurLibrary.htm	Text	

6.1.5	How much are the overdue fines?	http://www.upper-sandusky.lib.oh.us/OurLibrary.htm	Text	
6.1.6	Are there restrictions if I have outstanding overdue fines?	http://www.upper-sandusky.lib.oh.us/OurLibrary.htm	Text	The internet policy is placed here (doesn't fit with the content grouping)
6.1.7	What about confidentiality of my circulation records?	http://www.upper-sandusky.lib.oh.us/OurLibrary.htm	Text	
6.2	Use of the Library	http://www.upper-sandusky.lib.oh.us/OurLibrary.htm	Text	This information could be organized into a FAQ section and more visible
6.2.0	Meeting room policy	http://www.upper-sandusky.lib.oh.us/OurLibrary.htm	Text, image	This information could be organized into a FAQ section and more visible
6.2.1	Meeting room procedure	http://www.upper-sandusky.lib.oh.us/PDFs/Meeting20Room20	PDF	
6.2.2	Meeting room application form	http://www.upper-sandusky.lib.oh.us/PDFs/MeetingRoomAppli	PDF	PDF form -- could be better served as an online form
6.2.3	Displays, exhibits and public notice	http://www.upper-sandusky.lib.oh.us/OurLibrary.htm	Text	
6.2.4	Ellison Room - die cut collection	http://www.upper-sandusky.lib.oh.us/OurLibrary.htm	Text	This policy information is also located under Ellison Room 11.0
6.3	Library Services and More	http://www.upper-sandusky.lib.oh.us/OurLibrary.htm	Text	This information could be organized into a FAQ section and more visible
6.3.0	An overview of what your library has to offer	http://www.upper-sandusky.lib.oh.us/OurLibrary.htm	Text	The overview does not contain active links, just lists the services offered
6.3.1	Materials & services	http://www.upper-sandusky.lib.oh.us/OurLibrary.htm	Text	
6.3.2	Computers	http://www.upper-sandusky.lib.oh.us/OurLibrary.htm	Text	
6.3.3	Heritage Room	http://www.upper-sandusky.lib.oh.us/OurLibrary.htm	Text	
6.3.4	Ellison Room - die cut collection	http://www.upper-sandusky.lib.oh.us/OurLibrary.htm	Text	
6.3.5	Laminator	http://www.upper-sandusky.lib.oh.us/OurLibrary.htm	Text	
6.3.6	Color photocopier	http://www.upper-sandusky.lib.oh.us/OurLibrary.htm	Text	
6.3.7	Fax machine	http://www.upper-sandusky.lib.oh.us/OurLibrary.htm	Text	
6.3.8	Special programs	http://www.upper-sandusky.lib.oh.us/OurLibrary.htm	Text	
6.3.9	Showcases	http://www.upper-sandusky.lib.oh.us/OurLibrary.htm	Text	
6.3.10	Meeting rooms	http://www.upper-sandusky.lib.oh.us/OurLibrary.htm	Text	
6.3.11	Library Loan policy	http://www.upper-sandusky.lib.oh.us/OurLibrary.htm	Text	
6.3.12	Loan period	http://www.upper-sandusky.lib.oh.us/OurLibrary.htm	Text	
6.3.13	Overdue policy	http://www.upper-sandusky.lib.oh.us/OurLibrary.htm	Text	Overdue policy is mentioned above in it's own section (duplicate content)
6.3.14	Book drop	http://www.upper-sandusky.lib.oh.us/OurLibrary.htm	Text	A picture of the book drop could help people visualize its location
7.0	Our Collection	http://www.upper-sandusky.lib.oh.us/Collection.htm	Page template	
7.1	Collection Holdings	http://www.upper-sandusky.lib.oh.us/Collection.htm	Text	Uses a metaphor scheme with a book -- can be confusing to users
7.1.0	Book Categories	http://www.upper-sandusky.lib.oh.us/Collection.htm	Text	
7.1.1	Books on Audio Cassette Tape	http://www.upper-sandusky.lib.oh.us/Collection.htm	Text	
7.1.2	Books on CD (Compact Disk)	http://www.upper-sandusky.lib.oh.us/Collection.htm	Text	
7.1.3	Video (DVD & VHS)	http://www.upper-sandusky.lib.oh.us/Collection.htm	Text	
7.1.4	Magazines	http://www.upper-sandusky.lib.oh.us/Collection.htm	Text	
7.1.5	Newspapers	http://www.upper-sandusky.lib.oh.us/Collection.htm	Text	Holdings page provides very limited information about using these materials
7.1.5.0	Our Collection Newspapers	http://www.upper-sandusky.lib.oh.us/Newspapers.htm	Text	
7.1.6	Childrens Collection	http://www.upper-sandusky.lib.oh.us/Collection.htm	Text	What age does the library consider to be "Children"?
7.1.7	Youth Collections	http://www.upper-sandusky.lib.oh.us/Collection.htm	Text	What age does the library consider to be "Youth"?
7.1.8	Ellison Room	http://www.upper-sandusky.lib.oh.us/Ellison.htm	Text	Links to Ellison Room page 11.0
7.1.9	Heritage Room	http://www.upper-sandusky.lib.oh.us/Heritage.htm	Text	Links to Heritage Room page 10.0
7.1.10	Internet Workstations	http://www.upper-sandusky.lib.oh.us/OurLibrary.htm	Text	Links to Our Library 6.0
7.1.11	Computer Workstations	http://www.upper-sandusky.lib.oh.us/Collection.htm	Text	This section can only be accessed from Collections Holdings (hard to find)
7.1.11.0	Game Workstations	http://www.upper-sandusky.lib.oh.us/Software.htm	Text	
7.1.11.1	Office Workstations	http://www.upper-sandusky.lib.oh.us/Software.htm	Text	
7.2	How do I locate items in our collection?	http://www.upper-sandusky.lib.oh.us/Collection.htm	Text	The explanation for Dewey Decimal is confusing
7.2.0	How do I obtain the Dewey Decimal Classification Number	http://www.upper-sandusky.lib.oh.us/Collection.htm	Text, image, table	
7.2.1	Note the call number (Dewey Decimal System)	http://www.upper-sandusky.lib.oh.us/Collection.htm	Text	
7.3	Learning Resource Center	http://www.upper-sandusky.lib.oh.us/Collection.htm	Text, image	
7.3.0	Books	http://www.upper-sandusky.lib.oh.us/Collection.htm	Text, image	Could benefit from description about the types of books (i.e. science is too abstract)

7.3.1	Books with Cassette Tapes	http://www.upper-sandusky.lib.oh.us/Collection.htm	Text	
7.3.2	Videos	http://www.upper-sandusky.lib.oh.us/Collection.htm	Text	
7.3.3	Magazines	http://www.upper-sandusky.lib.oh.us/Collection.htm	Text, image	
7.3.4	Boxed Sets	http://www.upper-sandusky.lib.oh.us/Collection.htm	Text, image	
7.3.5	Bagged Sets	http://www.upper-sandusky.lib.oh.us/Collection.htm	Text	
8.0	Programs & Events	http://www.upper-sandusky.lib.oh.us/Programs&Events.htm	Page template	
8.1	Current Programs & Events	http://www.upper-sandusky.lib.oh.us/Programs&Events.htm	Text	Could benefit from a calendaring system
8.1.0	Upper Sandusky Library Newsletter	http://www.upper-sandusky.lib.oh.us/PDFs/Newsletter.pdf	PDF	Up-to-date newsletter
8.1.1	New Materials & Readers Choice (best sellers list)	http://seoipac.seo.lib.oh.us/ipac20/ipac.jsp?session=11577P5E	External URL (new site)	Best sellers link is inactive
8.1.2	Common Readers Book Group	http://www.upper-sandusky.lib.oh.us/CRD.htm	Text	Links to 'Common Readers Discussion' 15.0
9.0	Library Newsletter	http://www.upper-sandusky.lib.oh.us/PDFs/Newsletter.pdf	PDF	Links to 8.1.0
10.0	Heritage Room	http://www.upper-sandusky.lib.oh.us/Heritage.htm	Page template	Requires user to contact library "for access information"
10.1	Ohio Obituary Index	http://www.upper-sandusky.lib.oh.us/Heritage.htm	Database	
10.2	Historical Index (A-Z)	http://www.upper-sandusky.lib.oh.us/Heritage.htm	A-Z index database	The content is static on these pages
11.0	Ellison Room	http://www.upper-sandusky.lib.oh.us/Ellison.htm	Page template	
11.1	Die Cut Selection	http://www.upper-sandusky.lib.oh.us/Ellison.htm	Text	Nothing that explains what die cuts are used for
11.1.0	Room Usage Policy	http://www.upper-sandusky.lib.oh.us/Ellison.htm	Text	
11.1.1	Collection of available die cuts	http://www.upper-sandusky.lib.oh.us/DieCutSelection.htm	Text	
11.1.1.0	Ellison Room - Die Cut Selection (inventory)	http://www.upper-sandusky.lib.oh.us/DieCutSelection.htm	A-Z database	
11.1.1.1	Recent additions to the die cut collections	http://www.upper-sandusky.lib.oh.us/DiesAdded.htm	A-Z database	No pictures of the most recent die cuts
12.0	Teen Advisory Board (T.A.B)	http://www.upper-sandusky.lib.oh.us/TAB.htm	Page template	Metaphor organization scheme
12.1	Read Around the World	http://www.upper-sandusky.lib.oh.us/TAB.htm	Image (interactive globe)	Activities for children
12.1.0	Web Japan Quest	http://www.upper-sandusky.lib.oh.us/TABGraphics/WEBQUES	PDF	Many of the URLs within the PDF are inactive
12.1.1	Web Egypt Quest	http://www.upper-sandusky.lib.oh.us/TABGraphics/WEBQUES	PDF	Many of the URLs within the PDF are inactive
12.1.2	View & Do - Guatemala Worry Dolls	http://www.upper-sandusky.lib.oh.us/TABGraphics/VIEWDOgu	PDF	
12.1.3	View & Do - Chinese Tangram	http://www.upper-sandusky.lib.oh.us/TABGraphics/VIEWDOchi	PDF	Clicking on the link took me to some type of Malware
13.0	Story Time	http://www.upper-sandusky.lib.oh.us/Storytime.htm	Page template	Content in this section appears updated, as it links to the PDF newsletter
13.1	Preschool Story Time	http://www.upper-sandusky.lib.oh.us/Storytime.htm	Text	
13.2	Tiny Tots Story Time	http://www.upper-sandusky.lib.oh.us/Storytime.htm	Text	
13.3	Exceptions to the schedule (newsletter)	http://www.upper-sandusky.lib.oh.us/PDFs/Newsletter.pdf	PDF	Links to the newsletter 9.0
13.4	Miss Jill's Favorite Reads	http://www.upper-sandusky.lib.oh.us/Storytime.htm	Text	
14.0	After School Action Hour	http://www.upper-sandusky.lib.oh.us/ASAH.htm	Page template, Image	No active content, contextual links on this page (contains images only)
15.0	Common Readers Discussion		Page template	
15.1	Current Programs & Events	http://www.upper-sandusky.lib.oh.us/Programs&Events.htm	Text	Links to Programs and Events 8.0
15.2	Books Read from Previous Years	http://www.upper-sandusky.lib.oh.us/BooksRead.htm	Text	
15.2.0	Books Read (from 2014 back to 1996)	http://www.upper-sandusky.lib.oh.us/BooksRead.htm	Text	Organized chronological (reverse), no way to search/sort
15.3	Upcoming reads in 2014/2015	http://www.upper-sandusky.lib.oh.us/Programs&Events.htm	Text	The organization of dates are confusing (no year), starts with October
16.0	View Database	http://infotrac.galegroup.com/itweb/upp570?db=CHLL	External URL (new site)	Allows for remote access to an online database
17.0	Check out the library	http://www.upper-sandusky.lib.oh.us/N&I.htm	Page template	Redirects to the News & Information page 5.0
18.0	Survey!	http://www.upper-sandusky.lib.oh.us/N&I.htm	Page template	Redirects to the News & Information page 5.0
19.0	EduTrek, Tuition	http://www.upper-sandusky.lib.oh.us/N&I.htm	Page template	Redirects to the News & Information page 5.0
20.0	Funding Sources	http://www.upper-sandusky.lib.oh.us/N&I.htm	Page template	Redirects to the News & Information page 5.0
21.0	ProQuest Ancestry	http://www.upper-sandusky.lib.oh.us/N&I.htm	Page template	Redirects to the News & Information page 5.0
22.0	Ohio Here to Help	http://www.upper-sandusky.lib.oh.us/N&I.htm	Page template	Redirects to the News & Information page 5.0
23.0	Support Your Library	http://www.upper-sandusky.lib.oh.us/N&I.htm	Page template	Redirects to the News & Information page 5.0
24.0	Tax Forms:	http://www.upper-sandusky.lib.oh.us/N&I.htm	Page template	Redirects to the News & Information page 5.0
25.0	Ohio Means Jobs	http://www.upper-sandusky.lib.oh.us/N&I.htm	Page template	Redirects to the News & Information page 5.0

26.0	Library Catalog	http://enterprise.seo.lib.oh.us/client/usc	External URL (new site)	Redirects to an external resource page
27.0	Cypress Resume	http://www.cypressresume.com/index.php?c=uppersanduskyc	External URL (new site)	Redirects to an external resource page
28.0	Voter Information	http://voterlookup.sos.state.oh.us/voterlookup.aspx	External URL (new site)	Redirects to an external resource page
29.0	Ohio Web Library Database	http://www.ohioweblibrary.org/sources/	External URL (new site)	Redirects to an external resource page
30.0	Reference Services	http://www.knowitnow.org/	External URL (new site)	Redirects to an external resource page
31.0	Learning Express Library	http://oplin.org/lplsplash/	Text	Redirects to an external resource page