

Some quick information about the ILS Consortium Survey

- Please complete 1 survey **per ILS consortium** for Parts 1-3. Part 4 can be completed by any system or ILS consortium staff member that works on ILS-related activities.
- It would be very helpful if you could designate one contact person for the survey for your ILS consortium so that any necessary clarifications and questions can easily be sent to each consortium. Please let me know your consortium's contact at smorrill@wils.org.
- This survey is only the first step in this process. The plan is to take the responses you send, compile the data, and then discuss your responses with you to make sure that all information is clear and accurate. No survey can be completely comprehensive, and I anticipate asking additional questions during the next phase of the process to make sure the information is as accurate as possible.
- In some cases, I have asked for documentation in lieu of asking more structured questions. I have specifically asked for you to provide:
 - ILS budgets and notes for 2013 and 2014, as defined in Section 5
 - Current delivery route maps
 - Delivery budget and notes for 2013 and 2014, if it is not included in the ILS budget already provided.
 - Statistics for intra-system delivery volume for 2012 and 2013 and methodology for collecting statistics
 - Statistics for usage by borrowers who are residents of other Wisconsin counties not in the library system
 - Any technology infrastructure/network diagrams available
 - Descriptions of network services provided and how such services are paid for
 - Descriptions/diagrams of ILS-related servers hosted in-house
 - Any other documentation that may be helpful in describing your technology infrastructure

Please feel free to submit this documentation either by email (smorrill@wils.org) or in print (WiLS / 1360 Regent Street #121 Madison, WI, 53715-1255)

- I tried to design the questions so that each one is not too difficult to answer. Making each question simple means more questions, so the survey is lengthy, and will take some time to complete. My hope is that each component is not too difficult to answer.
- A printable version of the survey is available here:
<http://www.wils.org/wp-content/uploads/2013/12/final-survey.pdf>

This version is available to help you prepare your answers, but **you will eventually need to submit your answers through Survey Monkey**. All of the survey links are available in the printable document.

- The last section of Part 2 < <https://www.surveymonkey.com/s/ilspart2section5>> is lengthy. I would encourage you, for this section in particular, to prepare your answers ahead of time using the print survey.
- At the end of each section of the survey, there is a question asking if you had any difficulty answering the questions in the section or if you have any comments. Please use this area to tell me if you could not answer a question accurately because of your specific situation. We'll be able to address those issues in the next step of the process.
- Please try to submit all parts of the survey no later than January 20th. If you have completed all parts of the survey before that date, please let me know.
- All information about the survey is available at the WiLS website at <http://www.wils.org/?p=4032>
- If you have any questions or concerns while completing the survey, please contact me at smorrill@wils.org or 608-216-8319.