

TEILA

Book Industry Communication

TEiLA Technology Excellence in Libraries Accreditation

Thank you very much in advance for completing this application form for the TEiLA Accreditation Scheme. The form may take up to an hour to fill out and you may need the input of people from other departments within your organisation. If at any stage we can help with any clarification, please don't hesitate to contact BIC on 0207 255 0516 or by email to: info@bic.org.uk. There is a downloadable [glossary](#) explaining all the terms used in this application form; before you start, we recommend you read the [Scheme's instructions](#).

Confidentiality:

Information which is supplied on this form will only be shared with BIC management and members of the BIC TEiLA Accreditation Panel, but this may include similar or competitor organisations, so it is strongly suggested that organisations should only supply information which is already in the public domain.

Please note that questions marked with an asterisk are mandatory

1. Name of Organisation *

2. Type of Organisation *

Public Library

Academic Library

Library Stock Supplier

Library Systems Vendor

Library Service Provider

Please choose one of the above options. Please note that this selection will influence the questions asked on this application so please choose carefully



Please Note.

Navigation to the next question is best achieved by using the tab key rather than the up or down arrow keys because once you have made a selection e.g. Type of Organisation, immediately moving the arrow keys may change your selection. Using tab prevents this.

3. Brief description of your organisation, your business and your main markets *

Please give a brief description of your organisation, its business and markets served.

4. Organisation Address *

City

County/Region

Postcode

5. Your Name *

First Name

Last Name

6. Your Job Title *



7. Phone *

Email *

Confirm Email*

9. Number and type of libraries served by your organisation *

Please give approximate number and type of libraries served by your organisation (in the UK).

10. Your main products, services etc. *

Please give details of your main products and services with names and versions in use in libraries, approximate number and type of libraries using each

15. Follow up consent

Please indicate that you agree that BIC may follow-up, with the appropriate contact, any answers given

Please indicate that you give permission for BIC to carry out checks to ensure accuracy.

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TEiLA EDI (Page 2)

16. EDI Capabilities *

	0	1	2	3	4	5
EDI Quotes	<input type="radio"/>					
EDI Orders	<input type="radio"/>					
EDI Order Responses	<input type="radio"/>					
EDI Invoices	<input type="radio"/>					
EDI Fulfilment	<input type="radio"/>					

Please indicate your EDI capabilities where: 0= EDI Not Applicable, 1= Pilot or advanced planning, 2= In development, 3= Developed, live and starting roll-out, 4= Rolled out to some customers, 5= Rolled out to all capable library customers.

Percentage %

What percentage of your library customers are capable of some form of EDI?

EDI Standards *

Please give details of the EDI standards you comply with in your products and services e.g. TRADACOMS, EDIFACT, etc.

EDI Roll-out

Please describe how you assist customers in adopting and rolling out EDI



Issues preventing EDI Rollout

What are the main issues if any which prevent full roll-out of EDI to your customer base?

Use of APIs and web services*

Have you developed or deployed any APIs or web services to enable communication with your library customers? Please give details of these messages (or any plans to implement them) and their benefits

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TEiLA Bibliographic (Page 3)

Bibliographic Data Supply

Libraries require one or more sources of accurate and up to date information about books. This bibliographic information (or product metadata) can be obtained from specialist suppliers in several different ways.

In this section, please describe how you obtain and supply bibliographic data to your library customers

17. Supply of Bibliographic Data

If relevant please describe how your system or service helps libraries to obtain and use top quality bibliographic information.

19. Benefits of your bibliographic Products and Services *

If relevant, please describe briefly the benefits to libraries of your bibliographic products and services

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TEiLA RFID (Page 4)

RFID Self-service, security and stock management

Self-service and other functions can be delivered by implementing RFID and related technologies, e.g. barcodes.

20. Barcode supply for Self-Service *

Do you supply barcodes for use in self-service (e.g. as part of servicing). If so please give full details:

22. RFID tag supply

Self-service and other functions can be delivered by implementing RFID and related technologies e.g. barcodes. Stock suppliers play a crucial role in programming and applying RFID tags on books and materials supplied to libraries. If relevant, please give details of how you provide this service and whether you supply/program the tags etc.

22. RFID Hardware and Software Supply

Please describe if relevant any major projects undertaken in this area, please give the name of the customer(s) and the main benefits they derived from your products or services



23. Areas addressed by your products or services

- Self Issue
- Self-Return
- Stock checking
- Security
- Staff Stations
- Sortation
- Stock Accessioning/Receipting
- Extended Hours Automation
- RFID Smart Card

Please indicate which services are supported by your systems

23. Implemented UK Data Model ISO: 28560/2

Please select from this list

RFID standards have been developed e.g. the UK Data Model/ ISO 28560/2. What percentage of your RFID Tag programming uses these standards:

24. Data held on RFID Tags supplied to libraries

Please give details of the data fields populated on any RFID tags that you supply to libraries.

24. Improvements in RFID tagging

What changes if any would help your business to be able to streamline your programming of RFID tags

25. Your system and RFID

If relevant, please describe how your products or services assist libraries to obtain, deploy and benefit from RFID and related technologies.

Potential Privacy Legislation

Are you aware of the possibility of upcoming EU Privacy Requirements towards libraries which deploy RFID? Do you anticipate these requirements impacting on your service to libraries?

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TEiLA Digital and Selection (Page 5)

Digital

In this section we are interested in your organisation's involvement with the supply of digital products such as eBooks and other digital resources, and any lending of associated hardware such as e-readers, tablets, laptops.

27. Supply of digital products and services to libraries

What is your organisation's involvement if any with digital and the supply of eBooks and other digital resources? Please describe the products and services you offer in this area and the approximate percentage of your customers taking digital supplies

Selection

Libraries source books and materials via several different selection methods, e.g. Acquisition department in the library, Supplier Selection from a Supplier, Patron Driven Acquisition (PDA), or Evidence Based Acquisition (EBA).

Please give details of your major buying methodologies and in each case please state the systems in use and the benefits obtained: (Please also specify the type of materials being acquired e.g. books or eBooks, etc.)

29. Supplier Selection *

What selection service(s) do you offer? How is this provided? What are the benefits for libraries and for your business? If no supply selection service is offered, please give reasons:



30. Classification schemes *

Libraries can deploy many different classification and categorisation schemes. Please detail all the schemes which you supply data for within a bibliographic data feed or which you apply to spine labels as part of servicing. e.g. Dewey, LoC, UKSLC (previously EFLSH) or bespoke.

31. UK Standard Library Categories (UKSLC)

To what extent does your organisation use UKSLC?

31. Percentage of your library customers receiving UKSLC data?

Percentage:

What percentage of your customers currently receive UKSLC data? (or have plans to do so?)

32. Use of Thema

To what extent does your organisation use Thema? If not used are there any plans to do so in future?



33. Servicing*

Please give details of the range of servicing you undertake for your library customers e.g. plastic jacket, spine label, RFID tag etc.

34. Standardised Library Servicing*

To what extent would you say that the servicing you supply is standardised (e.g. NAG) or customised? Would you welcome an initiative to further standardise library servicing?

34. Management Information systems*

Describe any statistics or management information you provide to your library customers? or any systems/modules to provide this information

35. Promotional and Supporting Activity*

What part if any does your organisation play in supporting the widespread adoption of beneficial technology and standards in libraries e.g. EDI and RFID



36. Are you a current member of BIC *

Please Select

36. Future BIC Membership *

Do you have any plans to join BIC?

37. Involvement in BIC's work on committees, standards, etc.

Please give details of any involvement

38. Any additional information in support of your application

Please use this question to supply details of any relevant activity in support of your application

Many thanks for taking the time to complete this application.

To submit your application , please click on Submit Form

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Submit Form

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