

Technology Asset Worksheet

Library Name:

Address:

City:

Contact:

Please complete all fields applicable to the location listed above.

Facilities & Technology Assets

Facilities	Description
Adequate space for public computers	Yes/No
Community meeting space with audio/visual/Internet technology	Yes/No
Adequate space for staff to offer tech support	Yes/No
Private rooms for distance learning or telehealth.	Yes/No
Back-up generator for emergency operation	Yes/No
Maker space	Yes/No List of Equipment <input type="checkbox"/> 3-D printers <input type="checkbox"/> scanners <input type="checkbox"/> video recording <input type="checkbox"/> other
Other	



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Technology assets	Description
Public access computers	Yes/No # of computers: Avg. # daily users::
Free Wi-Fi for patrons	Yes/No Avg. # daily users:
Staff computers & wide area network	# of computers: Year of most recent upgrades of <input type="checkbox"/> Router <input type="checkbox"/> Wiring
Broadband connection	Provider Name: Subscribed Download/Upload Speeds: Connection type: <input type="checkbox"/> DSL <input type="checkbox"/> Cable <input type="checkbox"/> Fiber <input type="checkbox"/> Satellite <input type="checkbox"/> Fixed Wireless Participate in E-rate: Yes/No/Maybe
Other	



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Library Digital Opportunity Programs

Programs	Description:
Hot-spot Lending Program	Yes/No
Technology petting zoo	Yes/No
Digital device lending program	Yes/No <input type="checkbox"/> tablets <input type="checkbox"/> laptops <input type="checkbox"/> e-readers <input type="checkbox"/> other
Digital Navigator – Technical support	Yes/No
Other	



Technology Asset Worksheet

On-line Digital Content	Description
Library Website	Yes/No Accessibility Review: Yes/No
Community information/links	Yes/No <input type="checkbox"/> Local government <input type="checkbox"/> State government <input type="checkbox"/> Tribal Government <input type="checkbox"/> Federal government <input type="checkbox"/> Job Information
Information on affordable Internet options	Lifeline: Yes/No FCC Affordable Connect Program: Yes/No Local Internet Provider programs: Yes/No
Emergency Services	Yes/No
Shared Digital Resources	E-books: Yes/No Montana Library2Go: Yes/No Talking Book Services: Yes/No Montana History Portal: Yes/No
Digital Historic Records	Yes/No
Social Media	Yes/No
Other	

