

**Electronic Materials:
What goes Where in the Colorado Public Library Annual Report (PLAR)**

Material	Count Collection as...	Count Expenditure as...	Count as Circulation?
Consortially purchased downloadable content including: <ul style="list-style-type: none"> • Across Colorado Digital Consortium (ACDC) • AspenCat eBooks • Front Range Downloadable Consortium • Marmot Library Network • Marmot ACS Collection 	Separate statistics into the following categories and report as appropriate: <ul style="list-style-type: none"> • Electronic Books (5.2) • Downloadable Audio Books (5.4) • Downloadable Music (5.6) • Downloadable Video (5.11) 	Electronic Materials Expenditures (4.7)	Yes: Circulation of Electronic Materials (5.19) & Total Circulation (5.17)
Databases including: <ul style="list-style-type: none"> • Ancestry.com Library Edition • Mango Languages • NewsBank • Tudor.com • Tumble Books • Westlaw • World Book Online 	Report as Local/Other Database (5.14)	Electronic Materials Expenditures (4.7)	No
Multiple Items Loaded on One Electronic Device (e.g., e-reader or iPad)	Report as one circulated item (5.17 & 5.19)	Materials: Electronic Materials Expenditures (4.7) Device: Other Operating Expenditures (4.10)	Report as one circulated item
3M Cloud E-Books	Report as Electronic Books (5.2)	Electronic Materials Expenditures (4.7)	Yes: Circulation of Electronic Materials (5.19) & Total Circulation (5.17)
Freegal and Freading	Report as Local/Other Database (5.14)	Electronic Materials Expenditures (4.7)	No
OneClickDigital (Recorded Books)	Report as appropriate: <ul style="list-style-type: none"> • Downloadable Audio Books (5.4) • Downloadable Music (5.6) 	Electronic Materials Expenditures (4.7)	Yes: Circulation of Electronic Materials (5.19) & Total Circulation (5.17)

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Overdrive	<p>Separate statistics into the following categories and report as appropriate:</p> <ul style="list-style-type: none"> • Electronic Books (5.2) • Downloadable Audio Books (5.4) • Downloadable Music (5.6) • Downloadable Video (5.11) 	Electronic Materials Expenditures (4.7)	Yes: Circulation of Electronic Materials (5.19) & Total Circulation (5.17)
Project Gutenberg Titles	<p>Colorado libraries that have added Project Gutenberg titles <u>with the MARC records</u> to their OPAC should continue to include these titles in their count of ebooks (5.2).</p> <p>These titles meet the definition's criteria of being "selected as a part of the collection," whereas the whole Project Gutenberg database of books does not.</p>	n/a	Yes: Circulation of Electronic Materials (5.19) & Total Circulation (5.17)
Zinio (magazines)	Report as Local/Other Database (5.14)	Electronic Materials Expenditures (4.7)	No

This is a living document that will need to be updated as e-resource change and evolve, so please let me know if you have suggestions, additions, or questions. All input is appreciated, please contact me at: Nicolle Steffen, steffen_n@cde.state.co.us or 303-866-6927. Thank you.