APPENDIX D: CONTENT ANALYSIS

Legend:
- Tasks and information users seek
- Content can be repurposed
- Content needs to be reworked
- Content to be removed
- New content to be created
- ✖ Information users seek (identified from interview & literature search)

	ID	Navigation	Page Title/ Content Header	URL	Content Type	Resources	Why remove, rework, repurpose or add
	0.0	**Home**	Upper Sandunsky Library's Photostream on Flickr	http://www.upper-sandusky.lib.oh.us/Index.htm	Photos	images	Home page only include photo gallery. It needs to be reworked to promote the most important features of the website.
X	1.0	**Directions**	Directions To The Upper Sandusky Community Library	http://www.upper-sandusky.lib.oh.us/Directions.htm	Map	Map	A direction to the library feature isn't working when the text is clicked. It needs to be fixed.
X	2.0	**Hours**	Hours of Operation	http://www.upper-sandusky.lib.oh.us/Hours.htm	Day, time	Text	The information is accurate but may need to be placed in a different page.
	3.0	**Library Staff & Board**	Upper Sandusky Community Library Board of Trustees & Staff Members	http://www.upper-sandusky.lib.oh.us/Board.htm	Name, title, term	Text	The information maybe useful to certain users. It maybe moved to an area not so prominent.
	4.0	**Community Links**	Upper Sandusky Area Chamber of Commerce	http://www.uppersanduskychamber.com/	Workshop	Text	The link may be useful for users. It might need to be placed in a different area on the website.
	5.0	**News & Info**	News & Information	http://www.upper-sandusky.lib.oh.us/N&I.htm	News, resources	Text	Main News & Information page can be removed since the content on the page will probably be moved.
X	5.1	Upcoming Closures	Upcoming Closures		Library closure information		Necessary information for users.
	5.2	complete our survey	Library Survey	http://www.surveymonkey.com/s/6ycqyyf	Library users survey		May be good to keep to help library hear users' voice
	5.3	Click here to fill out and print out Employment Application	Employment Information	http://www.upper-sandusky.lib.oh.us/PDFs/Employment%20application%20Fillable.pdf	Application for an employment at the library	PDF	May be good to keep to recruit prospective employees
X	5.4	Seach	about:books		Search		Good to keep but may need to be moved to a different area of the website.
	5.5	Edutrek	Edutrek	http://www.edutrek.com/	Information and a link to the EduTreck website		Good resource to keep
	5.6	TuitionFundingSources.com	Tuition Funding Sources	http://www.tuitionfundingsources.com/?library=OhioLib	Information and a link to the Tuition Funding website		Good resource to keep
	5.7	ProQuest Ancestry Library Edition	ProQuest Ancestry	http://ancestrylibrary.proquest.com/aleweb/ale/do/login	Information and a link to the ProQuest website		Good resource to keep
	5.8	ohioheretohelp.com	Ohio Here To Help	http://www.ohioheretohelp.com/	Information and a link to the Ohio Here website		Good resource to keep
	5.9	Support Your Library	Support Your Library		Information about how to support the library		Good resource to keep
	5.10	Click here for additional information	Tax Forms	http://www.upper-sandusky.lib.oh.us/N&I.htm	A link to tax forms		Good resource to keep
	5.11	Ohio Means jobs	Ohio Means Jobs	https://jobseeker.ohiomeansjobs.monster.com/	Information and a link to the Ohio Means Job website		Good resource to keep
	6.0	**Our Library**	Our Library	http://www.upper-sandusky.lib.oh.us/OurLibrary.htm	Library card & services	Text, PDF	Main Our Library page can be removed since the content on the page will probably be moved.
X	6.1	Library Card	Library Card	http://www.upper-sandusky.lib.oh.us/OurLibrary.htm	How to get a library card, loan period	Text	Necessary information for users
X	6.2	Use of the Library	Use of The Library	http://www.upper-sandusky.lib.oh.us/OurLibrary.htm	How to reserve a meeting room, reservation form	Text, PDF	Good information to keep but may need to be simplified
	6.3	Library Services & More	Library Service And More	http://www.upper-sandusky.lib.oh.us/OurLibrary.htm	Libray services	Text	A collection of the library can be seen on the library catalog. This information may be redundant so it can be removed.
	7.0	**Our Collection**	Our Collection	http://www.upper-sandusky.lib.oh.us/Collection.htm	Collection, how-to, learning center	Text	Main Our Collection page can be deleted since the content on the page will probably be moved.
	7.1	Collection Holdings	Collection Holdings		List of library collections	Text	A collection of the library can be seen on the library catalog. This information may be redundant so it can be removed.
	7.2	How to locate items in our collection	How do I Locate Items In Our Collection		Information about how to locate library items and a Dewey Decimal System	Text	The information may be useful to users but it may need to be simplified.

	ID	Navigation	Page Title/ Content Header	URL	Content Type	Resources	Why remove, rework, repurpose or add
	7.3	Learning Resource Center	Learning Resource Center		Information about the Learning Resource Center	Text, images	The information may be useful to users but it may need to be simplified.
X	8.0	**Programs & Events**	Probrams & Events	http://www.upper-sandusky.lib.oh.us/Programs&Events.htm	Events, clubs	Text, PDF	This page may be reworked to give short description of events and programs. A List of main events and programs can be shown.
X	8.1	Current Programs & Events	Upper Sandunsky Library News	http://www.upper-sandusky.lib.oh.us/PDFs/Newsletter.pdf	PDF of the current events and news	PDF	Necessary information for users but may be placed directly on a page instead of a link to a PDF.
	8.2	New Materials & Readers Choice	New Materials		Book recommendation(?)	Link	The link is broken. Fix the link or remove.
X	8.3	Common Readers Book Club	Common Readers Book Discussion Group	http://www.upper-sandusky.lib.oh.us/CRD.htm	Short description about the book club	Text, link	Duplicate information as the Common Readers Dicussion page. The page can be removed.
	9.0	**Library Newsletter**	Upper Sandunsky Library News	http://www.upper-sandusky.lib.oh.us/PDFs/Newsletter.pdf	News, events, website info	PDF	Duplicate information as the Current Programs & Events. It can be removed.
	10.0	**Heritage Room**	Heritage Room	http://www.upper-sandusky.lib.oh.us/Heritage.htm	History about people in Ohio and obituary information	Text	Short description of what the room is about may be helpful to have.
	10.1	Obituary Search	Ohio Obituary Index		Obituary search engine	Search	Not sure if the search feature is important. The interviews and literature search didn't prove it's important so it may be removed. Web analytic may need to be checked.
	10.2	A-Z Index	Alphabetica Index of Artifacts		A-Z index of people	A-Z index	Not sure if the information is important. The interviews and literature search didn't prove it's important so it may be removed. Web analytic may need to be checked.
	11.0	**Ellison Room**	Ellison Room	http://www.upper-sandusky.lib.oh.us/Ellison.htm	Die cut selection	Text	The information seems useful to users. Die cut selection info. may be placed directly on a page instead of PDF.
	12.0	**Teen Advisory Board (T.A.B.)**	Teen Advisory Board (T.A.B.)	http://www.upper-sandusky.lib.oh.us/TAB.htm	Fun activites, games	Text, PDF	The activity can be played at the library. It doesn't seem necessary to be placed on the website.
X	13.0	**Story Time**	Storytime	http://www.upper-sandusky.lib.oh.us/Storytime.htm	Story time schedule	Text, PDF	Good information to keep but may need to be reorganized
X	14.0	**After School Action Hour**	After School Action Hour	http://www.upper-sandusky.lib.oh.us/ASAH.htm	Ad for ASAH	Image	The information seems to belong to a program section. Need bit more detailed information about the ASAH.
	15.0	**Common Readers Discussion**	Common Readers Book Discussion Group	http://www.upper-sandusky.lib.oh.us/CRD.htm	Book club info	Text	Main Common Readers Discussion page may be removed since the content of the page will probably be moved.
X	15.1	Current Programs & Events	Common Readers Book Discussion Group	http://www.upper-sandusky.lib.oh.us/Programs&Events.htm	Current programs & events	Text, link	Good information to keep but it seems to belog to the Programs and Events section. It may be combined with the information on the Current Programs and Events PDF.
	15.2	Books read from Previous Years	Books read from Previous Years	http://www.upper-sandusky.lib.oh.us/BooksRead.htm	Previous books read by a book club	Text	Useful information to keep but may need to be simplified.
	15.3	Upcoming read in 2014/2015	Upcoming read in 2014/2015		Upcoming read for a book club	Text	Useful information to keep
X	16.0	**View Database**	Infotrac	http://infotrac.galegroup.com/itweb/upp570?db=CHLL	USCL database	Text	Useful information to keep
	17.0	**N & I**	News & Information	http://www.upper-sandusky.lib.oh.us/N&I.htm	News, resources	Text	Duplicate information as the News & Info. page. Can be deleted.
	18.0	**Check out the Library Survey!**	News & Information	http://www.upper-sandusky.lib.oh.us/N&I.htm	News, resources	Text	It doesn't seem to be helpful to have the separate link to the News & Info page. The link can be removed.

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	20.0	**Funding Sources,**	News & Information	http://www.upper-sandusky.lib.oh.us/N&I.htm	News, resources	Text	It doesn't seem to be helpful to have the separate link to the News & Info page. The link can be removed.
	21.0	**ProQuest Ancestry**	News & Information	http://www.upper-sandusky.lib.oh.us/N&I.htm	News, resources	Text	It doesn't seem to be helpful to have the separate link to the News & Info page. The link can be removed.
	22.0	**Ohio Here To Help**	News & Information	http://www.upper-sandusky.lib.oh.us/N&I.htm	News, resources	Text	It doesn't seem to be helpful to have the separate link to the News & Info page. The link can be removed.
	23.0	**Support Your Library:**	News & Information	http://www.upper-sandusky.lib.oh.us/N&I.htm	News, resources	Text	It doesn't seem to be helpful to have the separate link to the News & Info page. The link can be removed.
	24.0	**Taxt Forms:**	News & Information	http://www.upper-sandusky.lib.oh.us/N&I.htm	News, resources	Text	It doesn't seem to be helpful to have the separate link to the News & Info page. The link can be removed.
	25.0	**Ohio Means Jobs:**	News & Information	http://www.upper-sandusky.lib.oh.us/N&I.htm	News, resources	Text	It doesn't seem to be helpful to have the separate link to the News & Info page. The link can be removed.
X	26.0	**Library Catalog**	Upper Sandunsky Community Library	http://enterprise.seo.lib.oh.us/client/usc	Main page for the library catalog	Text	Eessential page to search for all the library items. The library catalog may need to be hosted on a separate website as it is now due to a cost and technology limitation.
X	26.1	**New Items**			New item section		Necessary section
X	26.1.1	Fiction	# Results Found		Fiction collection		Necessary section
X	26.1.2	Non-Fiction	# Results Found		Non-fiction collection		Necessary section
X	26.1.3	DVDs	# Results Found		DVD collection		Necessary section
X	26.1.4	Audio Books	# Results Found		Audio book collection		Necessary section
X	26.1.5	Music	# Results Found		Music collection		Necessary section
X	26.2	**Dowload**			Digital download section		Necessary section
X	26.2.1	Featured Collections			Featured section		Necessary section
X	26.2.2	eBook Fiction			eBook fiction section		Necessary section
X	26.2.3	eBook Nonfiction			eBook nonfiction section		Necessary section
X	26.2.4	Audiobook Fiction			Audiobook fiction section		Necessary section
X	26.2.5	Audiobook Nonfiction			Audiobook nonfction section		Necessary section
X	26.2.6	Streaming Video			Streaming video section		Necessary section
	27.0	**Cypress Resume**	Cypress Resume	http://www.cypressresume.com/index.php?c=uppersanduskycommunitylibrary	Resume help service	Text, image, video, power point	Good resource website to keep
	28.0	**My Vote Information**	My Vote Information	http://voterlookup.sos.state.oh.us/voterlookup.aspx	Voting info, registration	Text, PDF	Good resource website to keep
	29.0	**Ohio Web Library Database**	Ohio Web Library	http://www.ohioweblibrary.org/sources/	Ohio database, research resources	Text	Good resource website to keep
	30.0	**Reference Services**	Welcome to KnowItNow24X7	http://www.knowitnow.org/	Chat for questions	Text	Good resource website to keep
	31.0	**Learning Express Library**	LearningExpress Library	http://oplin.org/lelsplash/	Help for job searching skills & tips	Text	Good resource website to keep
X	0.1	Holidays & Closures					Necessary information
X	0.2	My Account					My account is necessary for users to check their library account and more. But the page may need to be hosted on a separate website. Intergrating My Account into the redesign website may not be possible due to a cost as well as technology limitations.
X	0.2.1	View or Pay Fine & Late Fee					Necessary information but this page may need to be hosted on a separate website.
X	0.2.2	Deliver a Book					Necessary information but this page may need to be hosted on a separate website.