

**APPENDIX A**  
**FOCUS GROUP GUIDE**

**Focus Group – Task Force on Assessing Information Needs of Engineering/CS Faculty at TCNJ -  
Role of the Library and Librarians in a changing world**

**Part I: Introduction**

**Focus Group Session:**

**Focus Group Purpose (General):** To gather **creative people** together to **share ideas** on a particular subject. The approach is to **develop ideas** as a group, building on one another's thoughts. Feel free to disagree but keep the discussion **constructive in nature**. Hopefully it is a **pleasant experience** for all of us.

**Specific Objective:** To learn more about your **information needs** so that the Library (the materials and the staff) can better serve your needs. In a few short years, researchers have gone from reliance on hard copy journals to the availability of many things on the Internet in real time. This is what we want to explore. Hopefully **you will profit** from the experience and the **Library folks will profit** also.

**Moderator:** Role is to guide the discussion, seek your input and ask questions. Keep order.

**Guests:** Val Tucci, (RPT discuss role of Val, ordinarily sponsor is behind see through glass. Be honest with your thoughts.)

**Introductions:** Go around the room, give name, Department, Research Area, Start with RPT and be sure to include Val, et al.

Are there any General Questions before we begin?

## **Part II – Current Sources of Professional Information**

**Note:** In the discussion today, include your **personal research needs**, the needs in **joint student research**, and needs of **students in your classes**. I will try to remember to remind us of this fact.

**Role of Printed Journals in your research:** (many facets but stick to printed journals)

Which ones? Personal Subscriptions? Delivered to TCNJ or home?

Do you use Library Subscriptions?

Do you ever use Inter-Library Loan? Do you check Status on “My Library Account”?

Do you regularly visit the Libraries at other Colleges and Universities?

Would you classify the Journals as Theoretical or Applied?

### **Use of Currently Available Data Bases through the TCNJ Library:**

The Library currently subscribes to a number of Data Bases.

Are you familiar with the Library Website and how to access these Data Bases? Are you aware of the “Journals Tab” which provides more titles than the “Books and Media” tab?

Which of the data bases do you use? (Compendex, Scitopia,)

### **Use of the Internet for Research Information**

We have discussed various ways of obtaining printed journal articles and use of Library.

How do you obtain research articles via the Internet?

Do you use Google Scholar?

Is the information more current than information available in Journals?

### **Research Information Specific to your field. (Your Personal Research, Working with Students)**

Summary. How do you personally keep up with the research in your field? What are your sources? How much is printed Journals and how much is via Internet. Anything not covered above?

### **Part III –Use of the TCNJ Library Services**

#### **A. Books, Media, etc.**

Tell me about your use of the current Book Collection at the Library. How often do you go to the Library for books? Do you send your students to the Library?

Do you regularly order books for the Library? Are they for you or your students? What is your opinion of the ordering process – timeliness, keeping informed of status, etc.?

Do you use the Media Services in the Library?

What other services would you like to see provided?

#### **B. Librarians**

Do you use the services of the Librarian assigned to your area or do you use the Reference Librarian on duty?

Would you like to collaborate with a Librarian to incorporate Library and Research skills in you course?

What additional services would you like the librarians to provide?

#### **C. Any suggestions for change at the Library?**

Are you aware that Laptops are available for loan within the Library?

### **Part IV – Life Long Learning.**

How do you instill life-long learning skills in your Engineering Students?

Can the Engineering Librarian assist you in instilling these skills?