

WPLC Advantage Selection Guidelines 2018

The WPLC selection policy focuses on bestsellers, preorders, holds, and Recommend to Library (RTL) requests. The consortium has created a list of guidelines for purchasing to help with the demand on the collection. Advantage accounts should focus on fulfilling local holds and local RTL requests.

WPLC Advantage Purchasing General Guidelines

- Advantage accounts will purchase copies to help fulfill their local holds.
- Advantage accounts will purchase local RTL requests as budgets allow.
- Advantage selectors will review any lists sent to Advantage accounts for purchase consideration:
 - One copy / one user (OC/OU) titles that have hit the cap of 80 copies. These will be sent out monthly, as needed.

WPLC Consortium Purchasing General Guidelines

To help in understanding the purchasing at the consortium level, the following are the guidelines that the selectors for the consortium use:

- Selection and spending for the consortium should focus on bestsellers, preorders, holds, and Recommend to Library (RTL).
 - Use RTL as the basis for selection for titles that are not “known entities” or are older.
 - There is a required minimum of five recommendations for a title to be purchased at the consortium level.
- The purchase of one copy / one user (OC/OU) ebook titles are capped at 80 copies per title.
 - Selectors will spend out one half of the cap right away for titles that are known best sellers. Best sellers include authors and books noted in current affairs including recent award winners.
- Any capped ebook titles will be limited to a two-week circulation. The limit will be reverted when a title no longer has 100 active holds and the consortium holds ratio is less than 5.
- Metered titles do not have a cap for number of licenses purchased.
- Metered titles that do not have holds are not repurchased.
- Purchase simultaneous use titles when available and fit the collection development policy.
- Carts to be purchased need to be labeled consistently and identify genre/type and selector.

Purchasing Schedule

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
Key CP = Consortium Purchases AP = Advantage Purchases						
4	5 CP Holds CP RTL	6	7	8 AP Holds	9 CP Best Sellers/ Preorders- by the 10th	10
11	12 CP Holds AP RTL- anytime the rest of the month AP Best Sellers- anytime the rest of the month	13	14	15 AP Holds	16	17
18	19 CP Holds	20 CP Genre- by the 20th	21	22 AP Holds	23	24
25	26 CP Holds	27	28	29 AP Holds	30	31

Hold

Schedule: Consortium selectors monitor and purchase as needed. Carts are run and purchased on a weekly basis. Advantage accounts running this list once a week should run the list on a Thursday or Friday to allow the shared collection to purchase first.

Report or Cart: Run *Current Waiting List* report for your System/Library in Marketplace to view high holds on titles. Titles can be added to a new cart to purchase. Instructions on running the *Current Waiting List* report [can be found here](#).

Recommend to Library (RTL)

Schedule: Consortium selectors purchase monthly. RTL carts for the consortium are ran on the first Monday of the month and are purchased by the end of that week every month. Advantage should purchase once a month or as needed after the first full week of the month.

Report or Cart: Run *Recommendations* report for your System/Library in Marketplace to view your patrons' recommendations. Titles can be added to a new cart to purchase. Instructions on running the *Recommendations* report [can be found here](#).

Additional Copies of Capped Titles (Best Sellers)

Schedule: Consortium selectors purchase best sellers by the 10th of each month. The consortium will purchase no more than 80 copies of one title. Advantage should purchase additional copies once a month, after the 15th of the month.

Report or Cart: Run *Current Waiting List* report for your System/Library in Marketplace to view high holds on titles or selector preference. Instructions on running the *Current Waiting List* report [can be found here](#).

Other Content of Local Interest

Schedule: Purchase as needed and as Advantage budget allows.

Report or Cart: None, content is purchased based on selector preference.

Advantage Plus

All WPLC Advantage accounts participate in the Advantage Plus program. The Advantage Plus feature allows Advantage accounts to share titles with the WPLC Consortium while maintaining wait-list priority for their users.

The following is the criteria for which Advantage titles will be shared with the WPLC Consortium:

- Titles will not be excluded based on their latest check-out date or on-sale date.
- Titles that are currently checked out will not be included.
- Titles with holds will not be included.
- All formats will be included.
- Metered access by checkout will not be included.
- Only titles added to the Advantage collection over 30 days ago will be included.
- Pre-order titles will not be included.
- The moving of eligible titles will be automatic on a monthly basis.