Creating a Nation of Learners

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PLSC Data File Overview

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What We'll Talk About

- PLSC
  - Cooperative for public library data collection
  - State, Administrative Entity, &Outlet Data files
    - Public library data (Administrative Entity)
    - Outlet data (central libraries, branches, and bookmobiles)
  - Data edit and annotation file
  - What happens after submission

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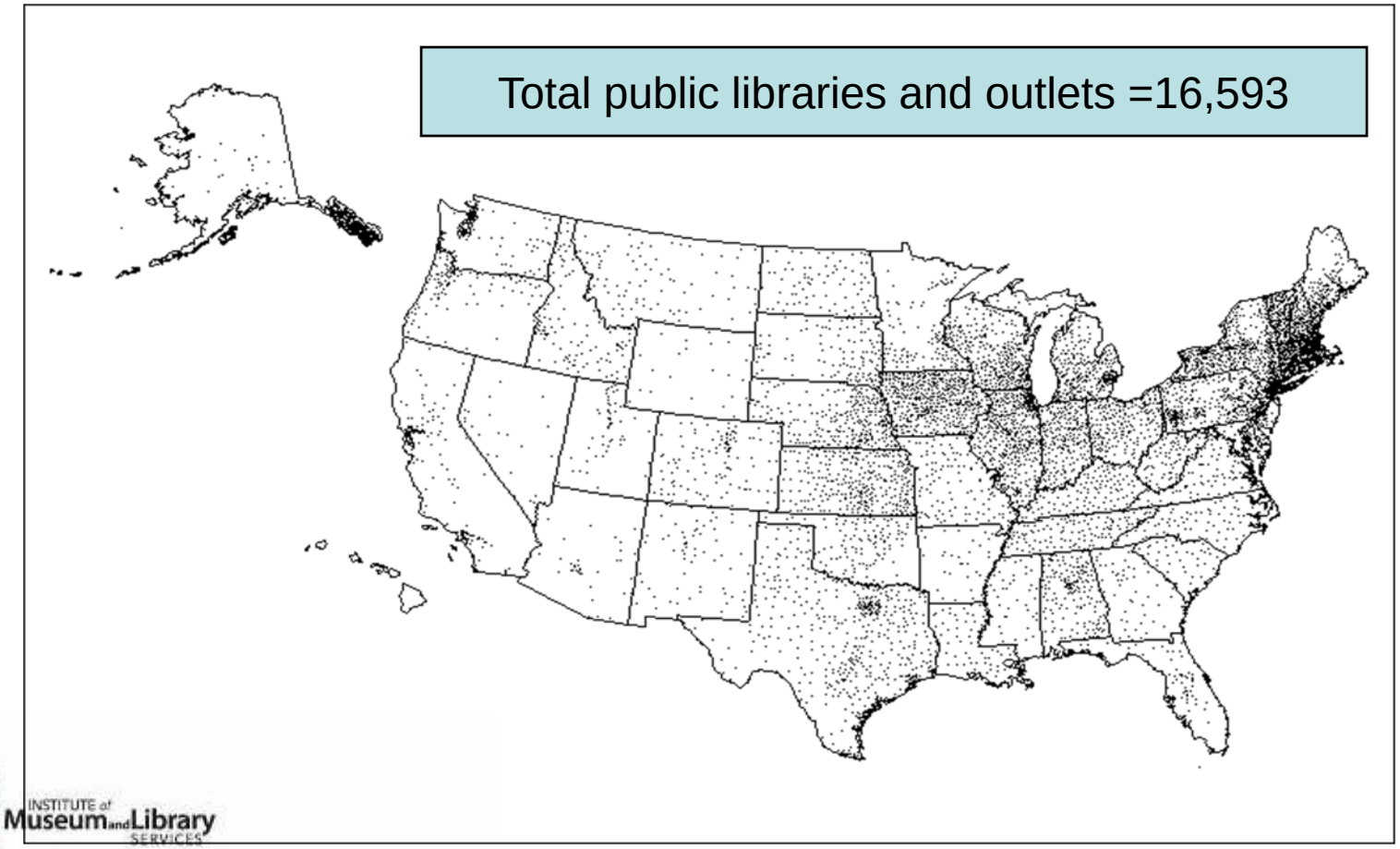
9,209 US Public Libraries



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PLSC Guides the Public Library National Data Collection Process

- PLSC relies on the joint efforts of IMLS, Census, and the states.
- PLSC collection is based on standard items and definitions.
- Operationally, guidance is provided by PLSC Steering Committee.
- PLSC assures data is submitted electronically in a standard format.
- The WebPLUS User's Guide contains data definitions and filing instructions

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PLSC Data Files

- Administrative Entity (public library) File
  - Essentially annual report records for each US public library
  - Records contain central library address, general information, and annual data on library activities
  - Administrative Entity records combine data for all library outlets (main, all branches, and bookmobiles)
- Outlet (central, branch, and bookmobile) File
  - Essentially an address file for each main public library and each branch and bookmobile
  - Contains some other information (e.g., square footage)
  - Only needs to be updated for changes from previous year
- Edit Report & Annotations
  - Explanations for some data
- State Characteristics File
  - Population and report year

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Entering PLSC Data File Information

- Data can be entered directly into the software viewing screens
  - This is most often done to correct or update data
- Data can be imported
  - All individual library data is imported at the same time
  - Administrative Entities and Outlets data can be imported, but must done separately
  - Importing lessens rekeying errors

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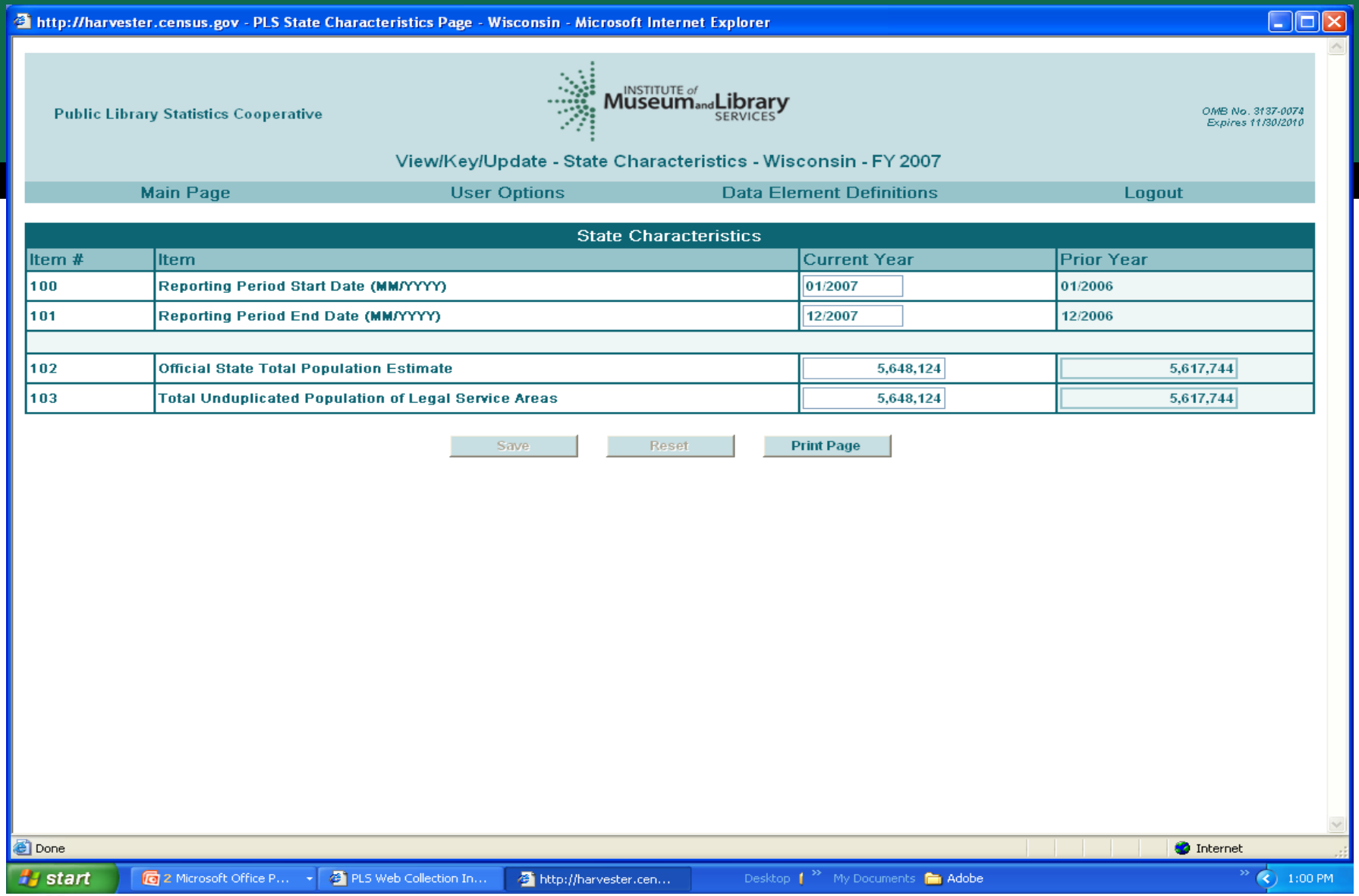

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State Characteristics Data Element Definitions

Note: The items below are answered by the state library agency.

#	Data Element Name	Data Element Definition
100	Reporting Period Starting Date	This is the earliest date (month and year) for a 12-month period that applies to the state's data being submitted to NCES. Note: Reporting period means data for the fiscal year that ended in the previous calendar year. If data are collected for different local reporting periods, provide the earliest starting date.
101	Reporting Period Ending Date	This is the latest date (month and year) for a 12-month period that applies to the state's data being submitted to NCES. Note: Reporting period means data for the fiscal year that ended in the previous calendar year. If data are collected for different local reporting periods, provide the latest ending date.
102	Official State Total Population Estimate	This is the most recent official total population figure for your state that matches the local population figures that you are submitting to NCES. The State Data Coordinator should obtain this figure annually from the State Data Center or other official state sources.
103	Total Unduplicated Population of Legal Service Areas	This is the total unduplicated population of those areas in your state that receive library services. The population of unserved areas is not included in this figure. Note: A state's actual total population of legal service areas may be different from the total population of legal service areas as calculated by WebPLUS. This happens in states where there are overlaps in population of legal service areas served by individual libraries, resulting in the same population being counted twice in the WebPLUS calculation. For states that have no overlapping jurisdictions, this number will be identical to your state's total population of legal service areas as calculated by WebPLUS. For states that do have overlaps in population of legal service areas served by individual libraries, this number must be calculated separately. Use your state's most recent official state population figures for jurisdictions in your state as the basis for calculating the total unduplicated population of legal service areas.

Example of State Population Year Impact on Rank

2005 Data	Circulation	Reference	Visits
Wisconsin Total	57,590,812	5,108,395	32,931,845
PLSC Total for WI	57,591,000	5,264,000	33,585,000
Wisconsin Population			
2005	5,580,757	5,580,757	5,580,757
2005 Per capita	10.32	0.94	6.02
Rank	8th	21st	11th
2000 Census	5,363,701	5,363,701	5,363,701
Per capita	10.74	0.98	6.26
Rank	6th	19th	8th
Percent overstated	4%	4%	4%

Administrative Entity (Library) Records

- ***Identifying & General information***
  - Library name and address
  - Web address
  - Population of legal service area
  - Number of central libraries, branches, bookmobiles, and books-by-mail only outlets
  - Type of interlibrary relationship, geographic boundary, and type of administrative structure
  - State and federal IDs
- ***Operating Information***
  - Staffing
  - Size of parts of the collection and electronic resources
  - Operating revenue and expenditures
  - Capital revenue and expenditures
- ***Service Measures***
  - Reference transactions
  - Public service hours per year
  - Interlibrary loans
  - Total circulation
  - Circulation of children's materials
  - Library visits
  - Children's program attendance
  - Number of children's programs
  - Total number of library programs
  - Total attendance at library programs
  - Users of public internet computers per year

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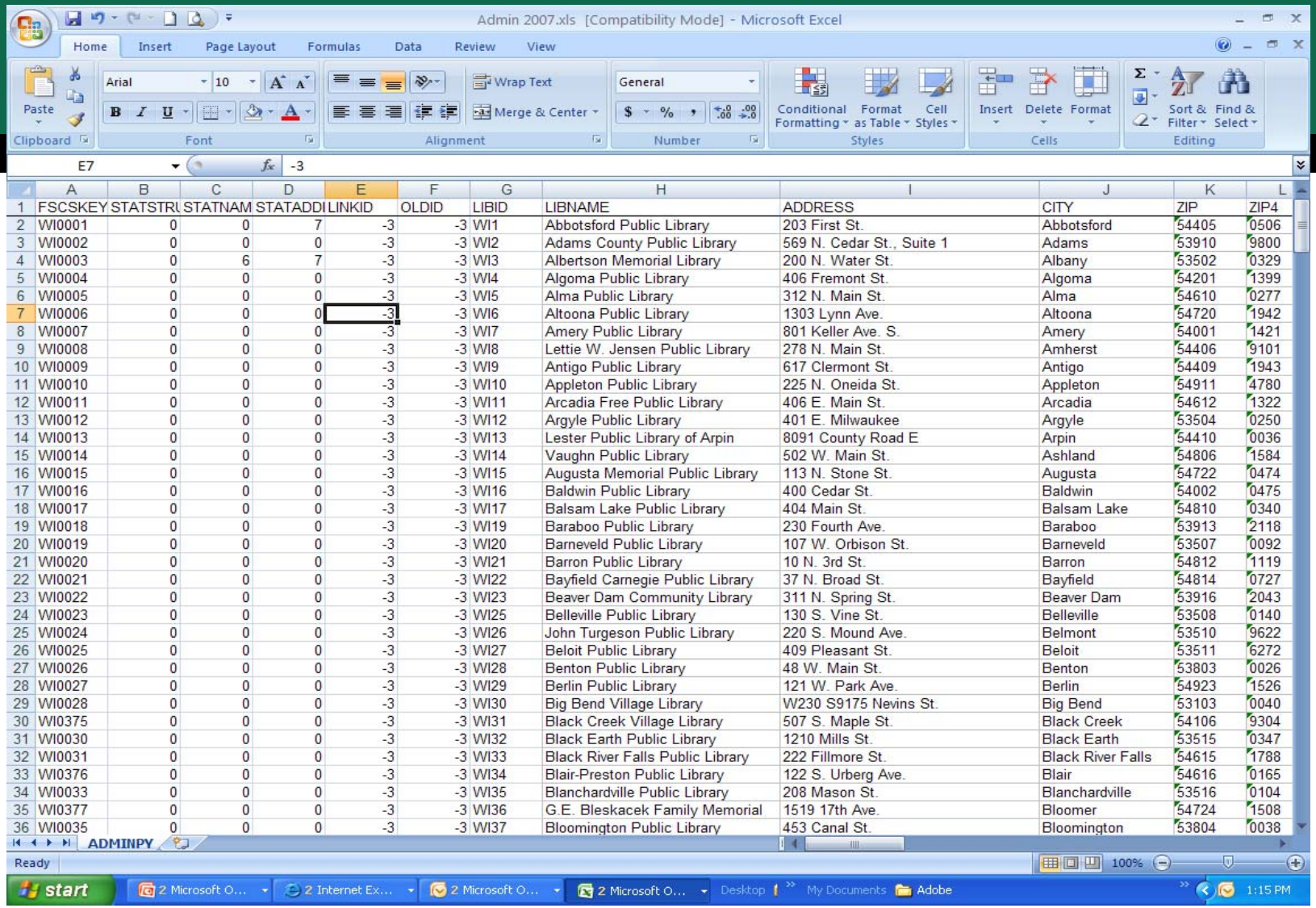

	A	B	C	D	E	F	G	H	I	J	K	L
1	FSCSKEY	STATSTRU	STATNAM	STATADDI	LINKID	OLDID	LIBID	LIBNAME	ADDRESS	CITY	ZIP	ZIP4
2	WI0001	0	0	7	-3	-3	WI1	Abbotsford Public Library	203 First St.	Abbotsford	54405	0506
3	WI0002	0	0	0	-3	-3	WI2	Adams County Public Library	569 N. Cedar St., Suite 1	Adams	53910	9800
4	WI0003	0	6	7	-3	-3	WI3	Albertson Memorial Library	200 N. Water St.	Albany	53502	0329
5	WI0004	0	0	0	-3	-3	WI4	Algoma Public Library	406 Fremont St.	Algoma	54201	1399
6	WI0005	0	0	0	-3	-3	WI5	Alma Public Library	312 N. Main St.	Alma	54610	0277
7	WI0006	0	0	0	-3	-3	WI6	Altoona Public Library	1303 Lynn Ave.	Altoona	54720	1942
8	WI0007	0	0	0	-3	-3	WI7	Amery Public Library	801 Keller Ave. S.	Amery	54001	1421
9	WI0008	0	0	0	-3	-3	WI8	Lettie W. Jensen Public Library	278 N. Main St.	Amherst	54406	9101
10	WI0009	0	0	0	-3	-3	WI9	Antigo Public Library	617 Clermont St.	Antigo	54409	1943
11	WI0010	0	0	0	-3	-3	WI10	Appleton Public Library	225 N. Oneida St.	Appleton	54911	4780
12	WI0011	0	0	0	-3	-3	WI11	Arcadia Free Public Library	406 E. Main St.	Arcadia	54612	1322
13	WI0012	0	0	0	-3	-3	WI12	Argyle Public Library	401 E. Milwaukee	Argyle	53504	0250
14	WI0013	0	0	0	-3	-3	WI13	Lester Public Library of Arpin	8091 County Road E	Arpin	54410	0036
15	WI0014	0	0	0	-3	-3	WI14	Vaughn Public Library	502 W. Main St.	Ashland	54806	1584
16	WI0015	0	0	0	-3	-3	WI15	Augusta Memorial Public Library	113 N. Stone St.	Augusta	54722	0474
17	WI0016	0	0	0	-3	-3	WI16	Baldwin Public Library	400 Cedar St.	Baldwin	54002	0475
18	WI0017	0	0	0	-3	-3	WI17	Balsam Lake Public Library	404 Main St.	Balsam Lake	54810	0340
19	WI0018	0	0	0	-3	-3	WI19	Baraboo Public Library	230 Fourth Ave.	Baraboo	53913	2118
20	WI0019	0	0	0	-3	-3	WI20	Barneveld Public Library	107 W. Orbison St.	Barneveld	53507	0092
21	WI0020	0	0	0	-3	-3	WI21	Barron Public Library	10 N. 3rd St.	Barron	54812	1119
22	WI0021	0	0	0	-3	-3	WI22	Bayfield Carnegie Public Library	37 N. Broad St.	Bayfield	54814	0727
23	WI0022	0	0	0	-3	-3	WI23	Beaver Dam Community Library	311 N. Spring St.	Beaver Dam	53916	2043
24	WI0023	0	0	0	-3	-3	WI25	Belleville Public Library	130 S. Vine St.	Belleville	53508	0140
25	WI0024	0	0	0	-3	-3	WI26	John Turgeson Public Library	220 S. Mound Ave.	Belmont	53510	9622
26	WI0025	0	0	0	-3	-3	WI27	Beloit Public Library	409 Pleasant St.	Beloit	53511	6272
27	WI0026	0	0	0	-3	-3	WI28	Benton Public Library	48 W. Main St.	Benton	53803	0026
28	WI0027	0	0	0	-3	-3	WI29	Berlin Public Library	121 W. Park Ave.	Berlin	54923	1526
29	WI0028	0	0	0	-3	-3	WI30	Big Bend Village Library	W230 S9175 Nevins St.	Big Bend	53103	0040
30	WI0375	0	0	0	-3	-3	WI31	Black Creek Village Library	507 S. Maple St.	Black Creek	54106	9304
31	WI0030	0	0	0	-3	-3	WI32	Black Earth Public Library	1210 Mills St.	Black Earth	53515	0347
32	WI0031	0	0	0	-3	-3	WI33	Black River Falls Public Library	222 Fillmore St.	Black River Falls	54615	1788
33	WI0376	0	0	0	-3	-3	WI34	Blair-Preston Public Library	122 S. Urberg Ave.	Blair	54616	0165
34	WI0033	0	0	0	-3	-3	WI35	Blanchardville Public Library	208 Mason St.	Blanchardville	53516	0104
35	WI0377	0	0	0	-3	-3	WI36	G.E. Bleskacek Family Memorial	1519 17th Ave.	Bloomer	54724	1508
36	WI0035	0	0	0	-3	-3	WI37	Bloomington Public Library	453 Canal St.	Bloomington	53804	0038

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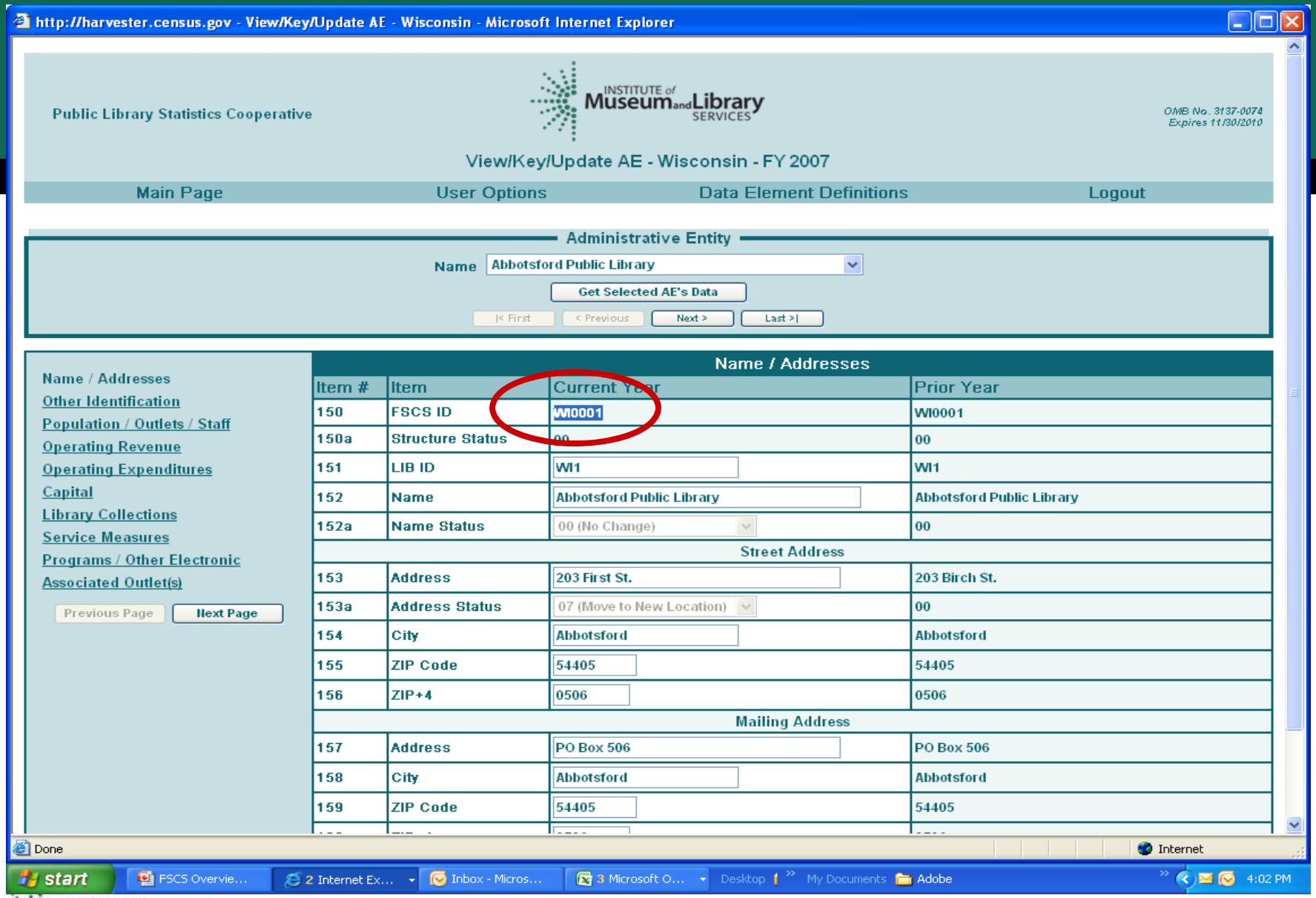

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http://harvester.census.gov - View/Key/Update AE - Wisconsin - Microsoft Internet Explorer

Public Library Statistics Cooperative

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OMB No. 3137-0074
Expires 11/30/2010

View/Key/Update AE - Wisconsin - FY 2007

Main Page | User Options | Data Element Definitions | Logout

Administrative Entity

Name: Abbotsford Public Library

Get Selected AE's Data

|< First | < Previous | Next > | Last >|

- Name / Addresses
- Other Identification
- Population / Outlets / Staff
- Operating Revenue
- Operating Expenditures
- Capital
- Library Collections
- Service Measures
- Programs / Other Electronic
- Associated Outlet(s)

Previous Page | Next Page

Population / Outlets / Staff

Item #	Item	Current Year	Prior Year
208	Population of the Legal Service Area	2,244	2,359
	Service Outlets		
209	Number of Centrals	1	1
210	Number of Branches	0	0
211	Number of Bookmobiles	0	0
	Paid Staff (Full-Time Equivalent)		
250	ALA-MLS Librarians	0.00	0.00
251	Total Librarians	0.63	0.63
252	All Other Paid Staff	0.25	0.25
253	Total Paid Employees	0.88	0.88

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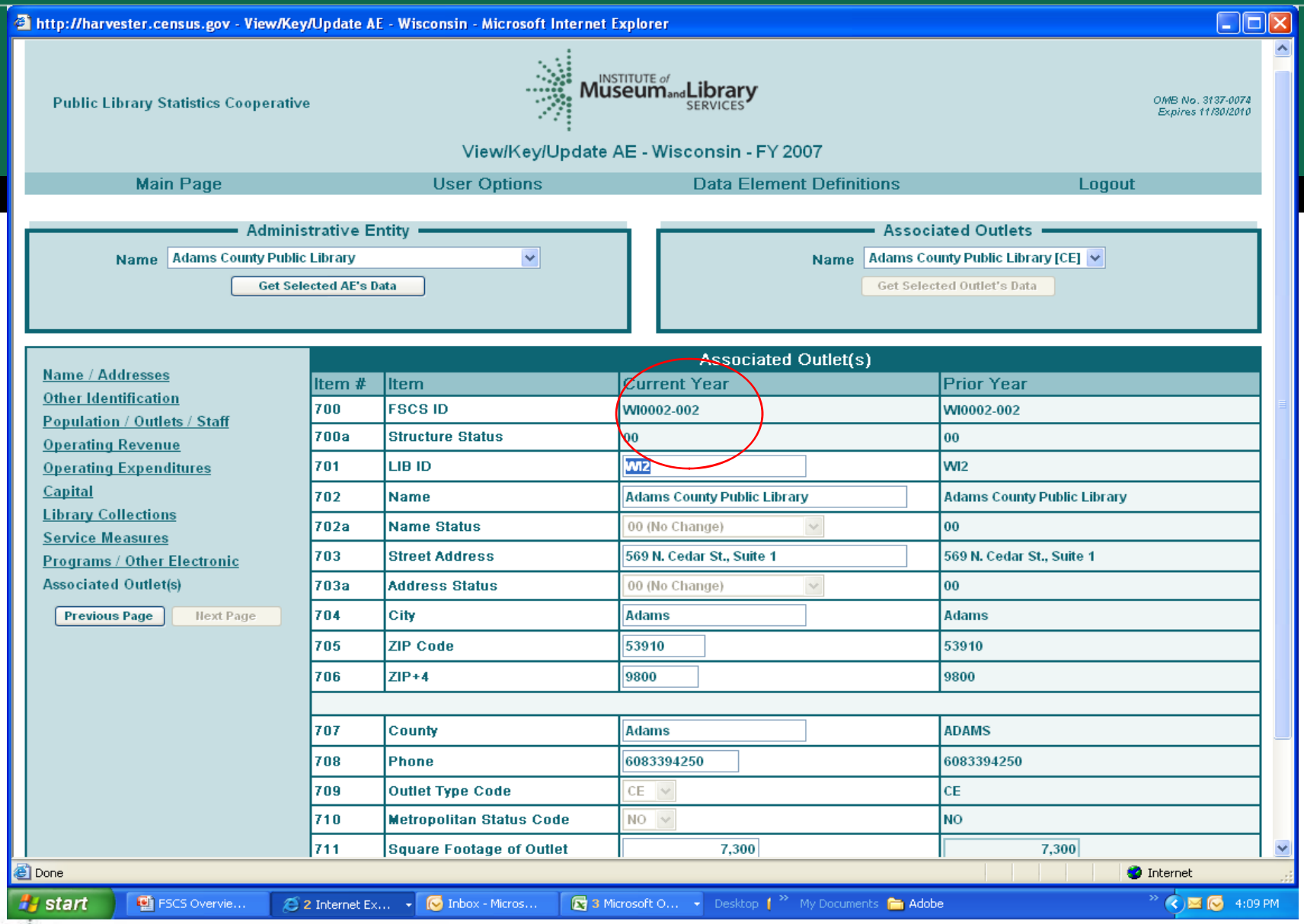

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Outlet Record Files

- Parent public library ID plus an extension
- Outlet name, street address, ZIP, city, county, and telephone number
- Federal and state identifying codes
- Type of outlet (central or main, bookmobile, branch, books-by-mail only)
- Location relative to a metropolitan area
- Square footage for mains and branches
- Number of bookmobiles

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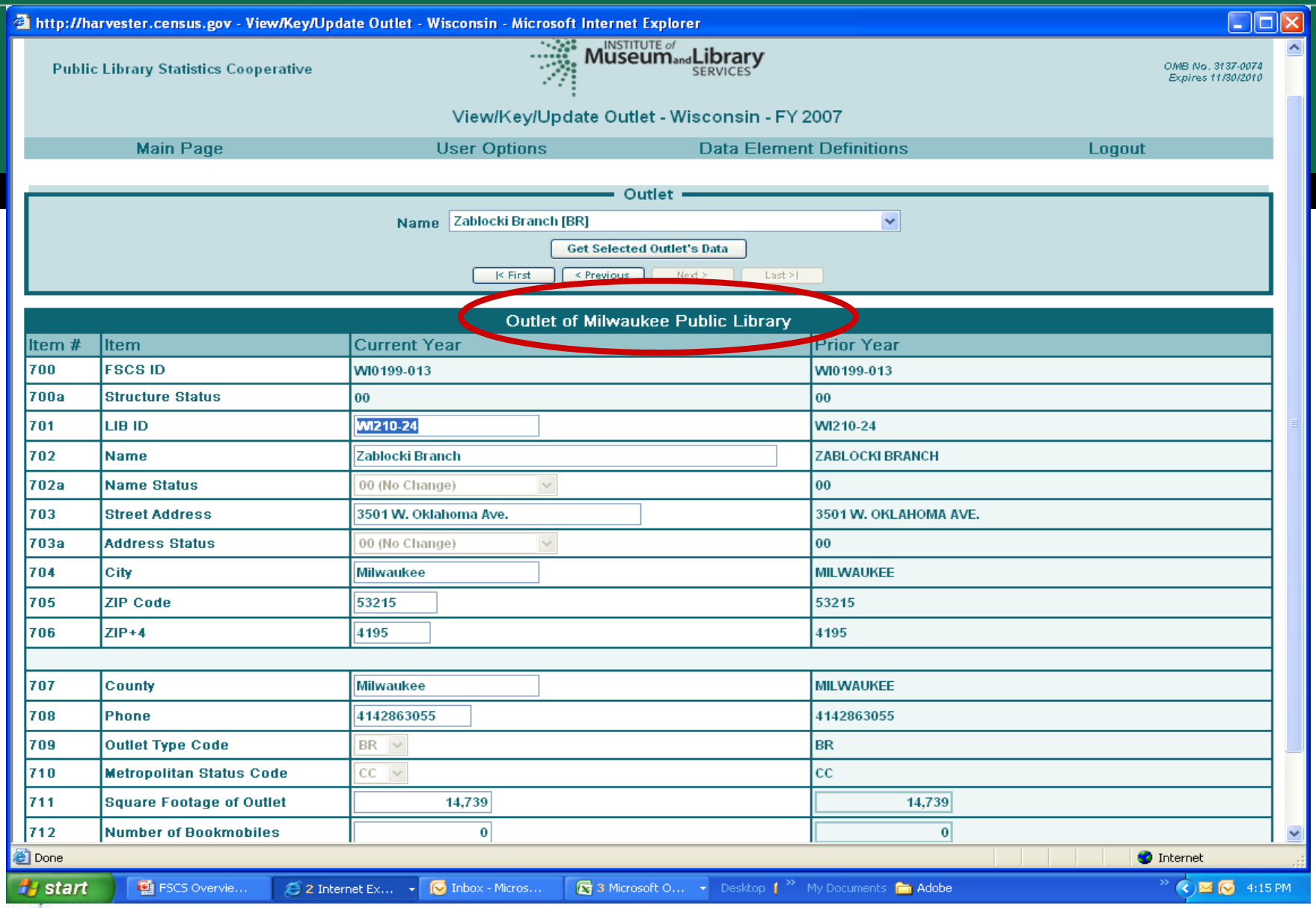

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After Data Entry, Edit Checks

- Edit checking occurs after data entry and record matching routine
- There are two types of data edit checks
  - Current-year checks
  - Historical checks (based on comparisons of current-year with prior-year data)
- State data coordinators must respond to any exceptions to the edit rules and file an annotated edit report file with the data submission

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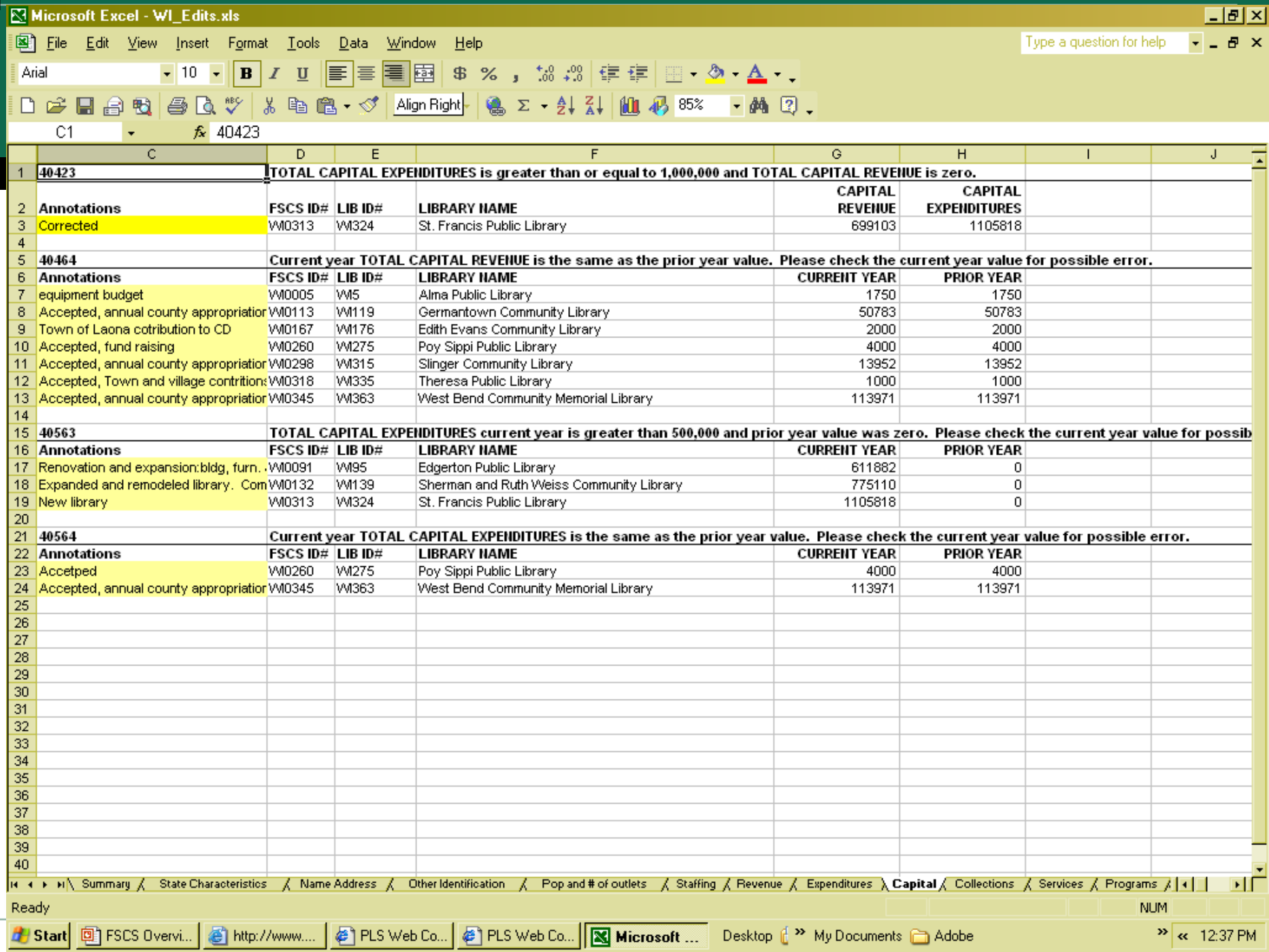

Microsoft Excel - WI_Edits.xls

File Edit View Insert Format Tools Data Window Help

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C1 40423

	C	D	E	F	G	H	I	J
1	**40423**	**TOTAL CAPITAL EXPENDITURES is greater than or equal to 1,000,000 and TOTAL CAPITAL REVENUE is zero.**						
2	**Annotations**	**FSCS ID#**	**LIB ID#**	**LIBRARY NAME**	**CAPITAL REVENUE**	**CAPITAL EXPENDITURES**		
3	Corrected	WI0313	WI324	St. Francis Public Library	699103	1105818		
4								
5	**40464**	**Current year TOTAL CAPITAL REVENUE is the same as the prior year value. Please check the current year value for possible error.**						
6	**Annotations**	**FSCS ID#**	**LIB ID#**	**LIBRARY NAME**	**CURRENT YEAR**	**PRIOR YEAR**		
7	equipment budget	WI0005	WI5	Alma Public Library	1750	1750		
8	Accepted, annual county appropriatior	WI0113	WI119	Germantown Community Library	50783	50783		
9	Town of Laona cotribution to CD	WI0167	WI176	Edith Evans Community Library	2000	2000		
10	Accepted, fund raising	WI0260	WI275	Poy Sippi Public Library	4000	4000		
11	Accepted, annual county appropriatior	WI0298	WI315	Slinger Community Library	13952	13952		
12	Accepted, Town and village contritions	WI0318	WI335	Theresa Public Library	1000	1000		
13	Accepted, annual county appropriatior	WI0345	WI363	West Bend Community Memorial Library	113971	113971		
14								
15	**40563**	**TOTAL CAPITAL EXPENDITURES current year is greater than 500,000 and prior year value was zero. Please check the current year value for possib**						
16	**Annotations**	**FSCS ID#**	**LIB ID#**	**LIBRARY NAME**	**CURRENT YEAR**	**PRIOR YEAR**		
17	Renovation and expansion:bldg, furn.	WI0091	WI95	Edgerton Public Library	611882	0		
18	Expanded and remodeled library. Com	WI0132	WI139	Sherman and Ruth Weiss Community Library	775110	0		
19	New library	WI0313	WI324	St. Francis Public Library	1105818	0		
20								
21	**40564**	**Current year TOTAL CAPITAL EXPENDITURES is the same as the prior year value. Please check the current year value for possible error.**						
22	**Annotations**	**FSCS ID#**	**LIB ID#**	**LIBRARY NAME**	**CURRENT YEAR**	**PRIOR YEAR**		
23	Accetped	WI0260	WI275	Poy Sippi Public Library	4000	4000		
24	Accepted, annual county appropriatior	WI0345	WI363	West Bend Community Memorial Library	113971	113971		
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Summary | State Characteristics | Name Address | Other Identification | Pop and # of outlets | Staffing | Revenue | Expenditures | **Capital** | Collections | Services | Programs

Ready NUM

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After Submission of Data

- State submission and IMLS file acceptance is final
  - Changes can be made a short time after submission, but when file is closed no changes are possible
  - Census may request additional information during the Edit Follow-up process
- Public library information from all the states is merged for that year's data file
- Missing data is imputed

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Imputed Data

- Missing data (-1) is imputed for national total and state ranking purposes
- Imputed data is included in the national database
  - Imputed data is noted on the library's PLSC record
  - Imputed data is not displayed on the public library peer comparison tool
- Rules for imputation differ according to the data (See technical notes)

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Final Products

- Public Libraries in the United States
  - Includes tables for each data element collected
  - Includes state per capita rankings for selected data elements
- "Compare Public Libraries" Web site
- "Search for Public Libraries" Web site
- The Public Library Data file is posted to the Web
  - Public-use files are provided
  - Restricted-use files require authorization

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Some Cautions

- PLSC data is not as current as state data
  - Ranking table may be from prior year
- PLSC data does not include regional cooperative activities or state library agency activity
- Understand PLSC data definitions
  - "MLS Librarian" is defined by PLSC, but "Librarian" is defined by states individually

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Why PLSC?

- To collect accurate US library data, we need data that is
  - Valid
  - Reliable
  - Timely
- "Valid" means we're reporting what we all agree to report (PLSC definitions)
- "Reliable" means measurement methods are consistent (Edit checks help confirm consistency)
- "Timely" means within timelines and by due date
- PLSC is the only source of comprehensive national public library data

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