Questions to ask

- **Do you anticipate high use by many students?** If yes, then placing on reserve shelf is a good choice. It shortens the checkout period so more people can use it. If no, you might consider a list of supplemental materials for students to look up themselves (there is value in acquiring library skills).

- **Do you plan on using it in your class or in preparation?** If yes, then checking out to you or placing on reserve are good choices.

- **Is the item unique?** If you wish students to listen to any recording of Beethoven’s 5th Symphony, it might not be necessary to place on reserve—we have about 50 versions both online and tangible.

- **Is the item available online?** It certainly makes sense to put online material on reserve through the library course reserves or yourself on Blackboard just to bring material together. However, there is some value in asking them to find it themselves.

- **Is this a personal item or library-owned?** Personal items need the extra protection that course reserves offers. However, you can also digitize almost everything and do it yourself on Blackboard, and Faculty Streaming Server.

- **Do you want more control in organizing and changing?** If you want to “do it yourself” we offer a technical help, referrals, and faculty workroom.

- **Do you want us to do it all?** We can and will. Just be judicious in your requests. We usually “put on reserve” over 500 items per semester, so try to limit yourself to those things that are “required.”
Choosing Your Model

The staff of the music library can provide you with an array of services. We offer initial consultation, digitizing audio in Digital Orpheus, video, articles, chapters of books and movements of scores. We also “place on reserve” content from our partners-articles from Grove Online, Naxos, Classical.com, Smithsonian, ClassicalScores.com and a host of online book and journal providers.

As part of Libraries and Educational Technologies, we provide server locations for digital objects, and hardware and software to manipulate these objects in our faculty workroom. Our job is to stay informed of services and tools on campus and off, so that we can help you or refer you, when necessary.

You might want to do it all yourself—you can, and we can get you started. Using Blackboard, the Faculty Streaming server, the Music Library Faculty Workroom, CIT, and your own computer, you can create complete modules with streaming video and audio from your own collection, direct links to tracks, articles, scores, and books from library e-resources, scans of scores, book chapters, and articles from other sources, along with a video of your lecture. The possibilities are endless.

You might want us to do it all for you—we do that too. We can work with you to help find compelling accessible resources. You can give us a list (on our form) and we go from there. Or anything in between—whatever you are comfortable with.

Addressing Your Course Needs

There are more ways than ever to provide students with scores, books, audio, articles, video, lectures, and tests. Through downloading, streaming, the reserve shelf, and simple lists you can provide almost endless resources. Some practices are more successful than others. Some are more time consuming to implement and maintain. Some offer more personal control, but at the expense of service. Some major tools at your disposal are…

- LINKS IN BLACKBOARD
- LIBRARY COURSE RESERVE SERVICE
- FACULTY STREAMING MEDIA SERVER
- LIBRARY PROVIDED CONTENT

How do you provide the course materials? How much control do you want to have? What are the types of materials? In most cases it works best to use a mix. However, consulting with the music librarian should be the first step.

Important Contacts

Consultation and Curriculum Planning—Brian Cockburn (8-6978, brianckbrn@jmu.edu)
Reserves (Digital and “on-the-shelf”)—Lynne Moir (8-8035, moirla@jmu.edu)
Music Library Faculty Digital Workroom—Brian Cockburn
Scanning Journal, Book, and Score e-reserves—Lynne Moir
Linking to Library Resources(Classical.com, IIMP, Grove online, etc)—Brian Cockburn
Blackboard—Center for Instructional Technology (cit.jmu.edu/cit/)
Faculty Streaming Media Server—Center for Instructional Technology (streaming.jmu.edu/)
Classroom Support—Technology Classrooms (8-6999)