

CCL-EAR COMMITTEE REVIEW
(DATABASE NAME)
(Date)

(Database description) - provide a brief introduction

OVERALL RECOMMENDATION for COMMUNITY COLLEGES:

- #1 --- Not recommended
- #2 --- Recommended with reservations as noted
- #3 --- Recommended
- #4 --- Outstanding offer

RATINGS for SPECIFIC ASPECTS of the DATABASE:

The following features were examined and rated on a four point scale (1=Poor; 2= Needs Improvement; 3=Good; 4=Excellent):

- **DATABASE CONTENT/FORMAT:** __, __, __, __
Consider functionality, appropriateness of format, database content, adequacy of coverage (retrospective, current), and value to the California Community Colleges as a whole.
- **SEARCH INTERFACE:** __, __, __, __
Consider the functionality and ease of use of the interface. Is it intuitive or is an excessive amount of training required? Are any crucial features missing from the search interface?
- **USER SUPPORT SERVICES:** __, __, __, __
What types of customer and technical support are available for end users and library administrators?
- **COST:** __, __, __, __
If cost is available, does it seem reasonable in terms of comparable products?
- **AVAILABILITY/ACCESSIBILITY OF SERVICE:** __, __, __, __
Is access/connection to product reliable and stable? Is response time adequate? Is product accessible to users with disabilities?

OTHER REVIEWS OF THIS PRODUCT

**ADDITIONAL CRITERIA
FOR
DATABASE REVIEWS
CCL-EAR COMMITTEE**

DATABASE CONTENT/FORMAT

- Title lists: how are titles counted, e.g. journals with title changes counted once or more than once? Are full-text titles counted only when content is current? How often are lists updated?
- Is there overlap in content between this and other products by the same vendor?
- How many titles are embargoed? Are they accurately reflected in the title list?
- How many, or what percentage of titles are in full-text?
- Does content accumulate or is there a rolling file?
- Includes primary source materials

SEARCH INTERFACE

- Does the database have an administrator module? If so, what features are available? How much customization is supported?
- Does the database allow downloading? Emailing? Printing?
- Is there a citation feature which converts references into standard MLA, APA, Chicago, etc. formats?
- Does printing work from both the browser and the vendor interface?
- Does product require special computer configuration or equipment? (E.g. headphones, specific monitor resolution, etc.)
- Are links to local holdings available? (E.g. Serials Solutions, SFX, Open URL, etc.)
- Are MARC records available? If so, fee or free? Can vendor provide sample MARC records?
- Does the database have persistent links to articles?
- Are electronic reserves allowed using database content?
- Does product work well on both Windows and Macintosh and with all browsers?
- If the full-text of the articles searchable? (e.g. PDF)

USER SUPPORT

- If documentation is required for successful use of product, is it available, comprehensive, and well written?
- Is online help adequate and user friendly? Is it context sensitive?
- What types of user training are available? Fee or free?
- What types of technical support are available? (E.g. telephone, email, hours available)
- How does the vendor alert subscribers to changes in the database? RSS feed?
- Is there a vendor or product listserv or user group?
- Where can the license agreement be accessed?

COST

- Is product reasonably priced for community college budgets?
- Is the vendor willing to guarantee cost increase caps and/or multi-year subscriptions?
- Is there a perpetual access and/or purchase option? Is there an annual access fee?
- If library subscribes to other products from vendor, with overlapping content, is cost discounted?

AVAILABILITY/ACCESSIBILITY OF SERVICE

- Is the database ADA/Section 508 compliant? If not, what is the timeframe for compliance? Is there a “text-only” version?
- Is remote access available and, if so, what forms of authentication are supported? (E.g. IP, referring URL, username and password, etc.)
- Does the vendor’s definition of “Authorized Users” include full and part-time faculty, students and staff affiliated with the subscribing library as well as walk-in users?
- If the database is cancelled, is access available to earlier content to which the library subscribed?
- Does the vendor allow interlibrary loan of subscription content?
- What types of usage statistics are available? Are they COUNTER compliant?
- Plays nice with course management systems?

OVERALL ASSESSMENT

- Is product suitable for most or all community colleges, or only for specialized disciplines?
- Are published reviews of the database available? Where?

For additional criteria, see “Evaluating Electronic Information Resources” by Kathy McGreevy at: <http://www.santarosa.edu/~kathy/ccl-ear/eval.shtml>