1. Check all the boxes that describe YOU.
2. Add up your results.
3. Consult the answer key.

To determine whether your skills and personality are suited to a career as a solo librarian:

**TIME MANAGEMENT**
- I write down what needs to be done and create schedules.
- I break larger tasks into smaller, more doable tasks and prioritize.
- I put users first and am flexible enough to rearrange my schedule.

**STRESS MANAGEMENT**
- I take breaks during the day and understand the importance of work-life balance.
- I make changes, both large and small, to my schedule, services and environment for a new perspective.
- I take time for professional engagement and development.

**MARKETING**
- I believe marketing is a critical activity that benefits my user community.
- I seek opportunities to present library services and resources to users.
- I like to explore new channels for communicating with users, such as social media and blogging.

**INFORMATION TECHNOLOGY**
- I regularly roll up my sleeves to add toner or guide users on scan or print options.
- I own a smartphone and tablet and can troubleshoot numerous operating systems and interfaces.
- I consult my organization’s IT staff about Internet security and ensure our software is up to date.

**CATALOGING & SERIALS MANAGEMENT**
- Before cataloging is important and should be completed successfully to ensure resources are accessible.
- I know where to search if I don’t know the answer to a cataloging question.
- I consider budget, space, user requirements and usage in selecting journal and book content.

**PROFESSIONAL DEVELOPMENT**
- I have participated in a webinar or podcast within the last year.
- I am an active member of a LIS association.
- I have a community of peers I can consult if I have any questions about LIS systems or services.

**COLLECTION DEVELOPMENT**
- I consult my users and management to determine necessary resources.
- I have written a library policy that defines my collection development practices.
- I evaluate my collection regularly and make budget decisions based on hard data.

**professional DEVELOPMENT**
- I have participated in a webinar or podcast within the last year.
- I attend an action seminar of an LIS association.
- I have a community of peers I can consult if I have any questions about LIS systems or services.

**Caveat:**
This is meant to be an illuminating and fun exercise, not a definitive career test!

To determine your solo librarian readiness score:

**TOTAL**

**YOUR SCORE**

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<th>Time Management</th>
<th>Stress Management</th>
<th>Marketing</th>
<th>Professional Development</th>
<th>Information Technology</th>
<th>Cataloging &amp; Serials Management</th>
<th>Collection Development</th>
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For more information, and to learn more about solo librarians, visit:

Managing the One-Person Library By Larry Cooperman, lgc92@yahoo.com, published by Chandos Publishing (an Elsevier imprint) © 2015.

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