

Weeding Your Collection Is the First Step In Developing Your Collection

Why Weed?

- To remove outdated, obsolete items and make room for newer more valuable items
- To make the library more user friendly
- To strengthen the collection in support of the classroom curriculum
- To remove the **illusion** of a well-rounded, well-stocked collection

How to Weed

- Identify a target circulation date (i.e., two years, five years)
- Identify a target copyright date
 - General copyright target date
 - Specific to Dewey areas, (i.e., Fiction – 20 years, 600s – 3 years)
- Pull materials for further evaluation
- Identify other items that meet the subjective criteria (i.e., condition, format, and/or content)
- Include lead teachers, department chairs, etc., to evaluate the identified materials and assist in final determination
- The Library Media Specialist should make the final decision

What to Weed

Subjective Criteria

Physical Condition

- Torn pages
- Book covers torn, not repaired, or not repaired appropriately
- Ragged bindings, poorly repaired bindings

Content

- Out-of-date
- Trivial subject matter or approach to subject matter
- Inaccurate information (*Misinformation is worse than no information!*)
- Newer editions available
- Not on a standards list

Inappropriate

- Not circulated
- Not used for reference
- Unneeded duplicate
- Bias/stereotype
- Interest or reading level inappropriate for the student body

Objective Criteria

- Exceeds target copyright date
- Low circulation rate
- Purchase date

Your TitleWise Online Collection Analysis Reports give you insight to the strengths and weaknesses of your collection and will assist you in weeding your collection.

Once you complete the weeding process, use TITLEWAVE to find the new copyright titles you need to address the weaknesses in your collection.

*Special thanks to Martha Alewine, State Library Media Consultant,
South Carolina Department of Education, for allowing us to share her information on
weeding.*

©Copyright 2008. Follett Library Resources, Inc. All Rights Reserved.

[Back to Table
of Contents](#)