

FSCS Data File Overview

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Wisconsin

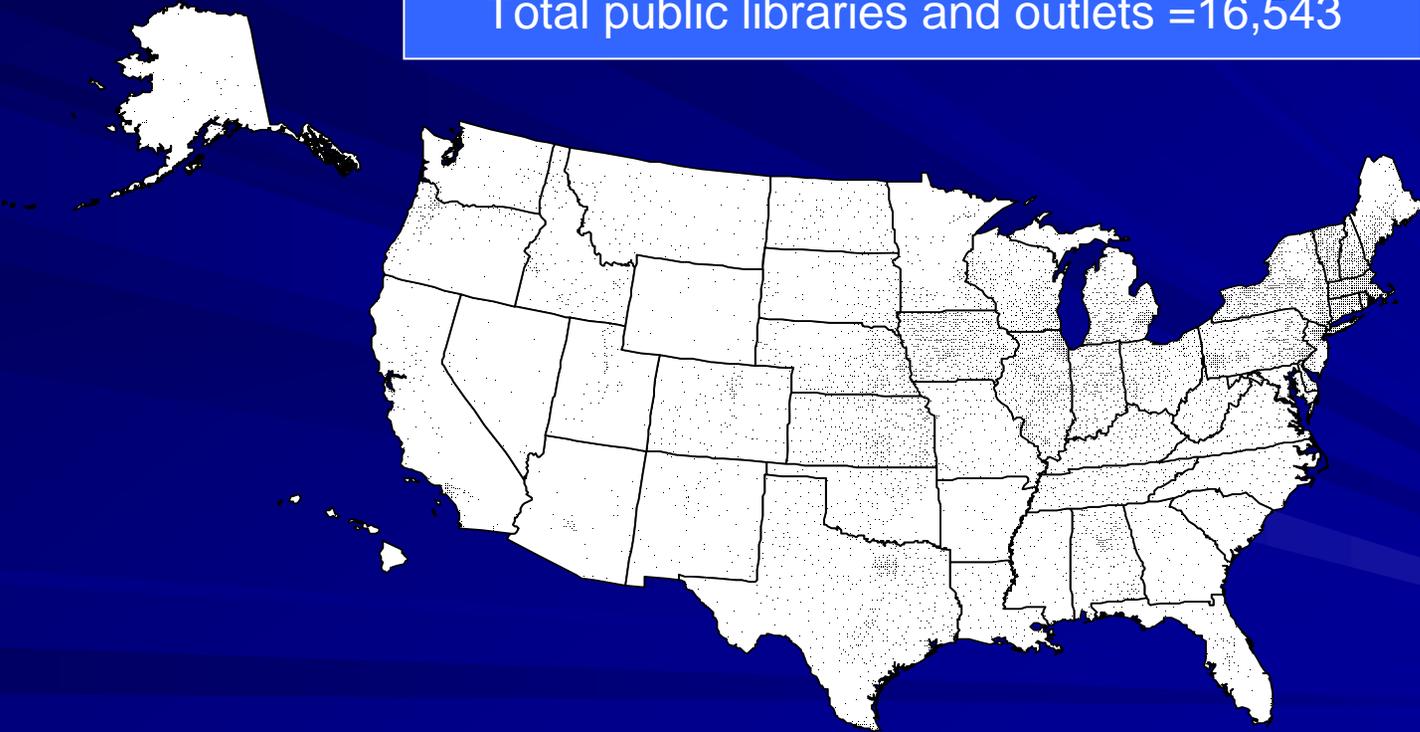
What We'll Talk About

■ FSCS

- Federal-State Cooperative System for public library data collection
- State, Administrative Entity, and Outlet Data files
- Data collection and checking
 - Public library data (Administrative Entity files)
 - Outlet data (central libraries, branches and bookmobiles)
- What happens after submission by states
- Final Products

9,198 US Public Libraries

Total public libraries and outlets = 16,543



FSCS Directs the Public Library National Data Collection Process

- FSCS is based on standard items and definitions.
- FSCS assures data is submitted in a standard format.
- FSCS was built through the joint efforts of NCES, NCLIS, and the states, to seek agreement on which national public library data should be reported and how it should be collected.
- Partners will be changing, with IMLS assuming a primary role, but the original purpose remains.
- The WebPLUS User's Guide contains the currently selected data items with definitions.

Getting Data Into the FSCS System

- Data can be entered directly into the software viewing screens
 - This is done most often to correct or edit data
- Data can be imported
 - This method lessens re-keying errors
 - All individual file data is imported at the same time
 - There can be no empty data fields
- Must follow exact instructions for importing
 - Can import both Administrative Entities and Outlets data, but you must do so separately

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O
1	FSCSKY	STATSTRU	STATNAM	STATADD	LINKID	OLDID	LIBID	LIBNAME	ADDRESS	CITY	ZIP	ZIP4	ADDRESS_M	CITY_M	ZIP_M
2	WI0001	0	0	0	-3	-3	WI1	Abbotsford	203 Birch	Abbotsford	54405	0506	PO Box 506	Abbotsford	54405
3	WI0002	0	0	0	-3	-3	WI2	Adams Co	569 N. Ced	Adams	53910	9800	569 N. Cedar	Adams	53910
4	WI0003	0	0	0	-3	-3	WI3	Albany Pu	203 Oak S	Albany	53502	0329	PO Box 329	Albany	53502
5	WI0004	0	0	0	-3	-3	WI4	Algoma Pu	406 Fremo	Algoma	54201	1399	406 Fremont	Algoma	54201
6	WI0005	0	0	0	-3	-3	WI5	Alma Publ	312 N. Ma	Alma	54610	0277	PO Box 277	Alma	54610
7	WI0006	0	0	0	-3	-3	WI6	Altoona Pu	1303 Lynn	Altoona	54720	1942	1303 Lynn A	Altoona	54720
8	WI0007	0	0	0	-3	-3	WI7	Amery Pul	801 Keller	Amery	54001	1421	801 Keller A	Amery	54001
9	WI0008	0	0	0	-3	-3	WI8	Lettie W.	278 N. Ma	Amherst	54406	9101	278 N. Main	Amherst	54406
10	WI0009	0	0	0	-3	-3	WI9	Antigo Pul	617 Clerm	Antigo	54409	1943	617 Clermon	Antigo	54409
11	WI0010	0	0	0	-3	-3	WI10	Appleton F	225 N. On	Appleton	54911	4780	225 N. Oneic	Appleton	54911
12	WI0011	0	0	0	-3	-3	WI11	Arcadia Fr	406 E. Ma	Arcadia	54612	1322	406 E. Main	Arcadia	54612
13	WI0012	0	0	0	-3	-3	WI12	Argyle Pul	401 E. Mil	Argyle	53504	0250	PO Box 250	Argyle	53504
14	WI0013	0	0	0	-3	-3	WI13	Lester Pul	8091 Coun	Arpin	54410	0036	PO Box 36	Arpin	54410
15	WI0014	0	0	0	-3	-3	WI14	Vaughn Pu	502 W. Ma	Ashland	54806	1584	502 W. Main	Ashland	54806
16	WI0015	0	0	0	-3	-3	WI15	Augusta M	113 N. Sto	Augusta	54722	0474	PO Box 474	Augusta	54722
17	WI0016	0	0	0	-3	-3	WI16	Baldwin Pu	400 Cedar	Baldwin	54002	0475	PO Box 475	Baldwin	54002
18	WI0017	0	0	0	-3	-3	WI17	Balsam La	404 Main S	Balsam La	54810	0340	PO Box 340	Balsam La	54810
19	WI0018	0	0	0	-3	-3	WI19	Baraboo P	230 Fourth	Baraboo	53913	2118	230 Fourth A	Baraboo	53913
20	WI0019	0	0	0	-3	-3	WI20	Barneveld	107 W. Or	Barneveld	53507	0092	PO Box 92	Barneveld	53507
21	WI0020	0	0	0	-3	-3	WI21	Barron Pul	10 N. 3rd	Barron	54812	1119	10 N. 3rd St.	Barron	54812
22	WI0021	0	0	0	-3	-3	WI22	Bayfield C	37 N. Broa	Bayfield	54814	0727	PO Box 727	Bayfield	54814
23	WI0022	0	0	0	-3	-3	WI23	Beaver Dai	311 N. Spr	Beaver Dai	53916	2043	311 N. Sprin	Beaver Dai	53916
24	WI0023	0	0	0	-3	-3	WI25	Belleville F	130 S. Vin	Belleville	53508	0140	PO Box 140	Belleville	53508
25	WI0024	0	0	0	-3	-3	WI26	John Turge	220 S. Mo	Belmont	53510	9622	220 S. Moun	Belmont	53510
26	WI0025	0	0	0	-3	-3	WI27	Beloit Pub	409 Pleasa	Beloit	53511	6272	409 Pleasant	Beloit	53511
27	WI0026	0	0	0	-3	-3	WI28	Benton Pu	48 W. Mai	Benton	53803	0026	PO Box 26	Benton	53803
28	WI0027	0	0	0	-3	-3	WI29	Berlin Pub	121 W. Pa	Berlin	54923	1526	121 W. Park	Berlin	54923
29	WI0028	0	0	0	-3	-3	WI30	Big Bend W	230 S91	Big Bend	53103	0040	PO Box 40	Big Bend	53103
30	WI0030	0	0	0	-3	-3	WI32	Black Eart	1210 Mills	Black Eart	53515	0347	PO Box 347	Black Eart	53515
31	WI0031	0	0	0	-3	-3	WI33	Black Rive	222 Fillmo	Black Rive	54615	1788	222 Fillmore	Black Rive	54615

FSCS 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

■ State Characteristics File

- Population and report year

■ Edit Report & Annotations



View/Key/Update - State Characteristics - Wisconsin - FY 2005

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State Characteristics

Item #	Item	Current Year	Prior Year
100	Reporting Period Start Date (MM/YYYY)	<input type="text" value="01/2005"/>	01/2004
101	Reporting Period End Date (MM/YYYY)	<input type="text" value="12/2005"/>	12/2004
102	Official State Total Population Estimate	<input type="text" value="5,580,757"/>	<input type="text" value="5,532,955"/>
103	Total Unduplicated Population of Legal Service Areas	<input type="text" value="5,580,757"/>	<input type="text" value="5,532,955"/>

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FSCS STATE CHARACTERISTICS DATA ELEMENT DEFINITIONS

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	<p>This is the earliest date (month and year) for a 12-month period that applies to the state's data being submitted to NCES.</p> <p>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.</p>
101	Reporting Period Ending Date	<p>This is the latest date (month and year) for a 12-month period that applies to the state's data being submitted to NCES.</p> <p>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.</p>
102	Official State Total Population Estimate	<p>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.</p>
103	Total Unduplicated Population of Legal Service Areas	<p>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.</p> <p>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.</p> <p>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.</p>

Example of State Population Impact on Rank

2004 Data		Circulation	Reference	Visits
Wisconsin Total		56,434,622	5,260,834	31,844,702
FSCS Total for WI		56,435,000	5,434,000	32,934,000
Wisconsin Population				
	2004	5,533,000	5,533,000	5,533,000
2004 Per capita		10.20	0.98	5.95
Rank		8th	20th	11th
2000 Census		5,363,701	5,363,701	5,363,701
Per capita		10.52	1.01	6.14
Rank		8th	19th	8th
Percent per capita is overstated		3%	3%	3%

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

Administrative Entity

Name

Name / Addresses

[Other Identification](#)[Population/Outlets/Staff](#)[Operating Revenue](#)[Operating Expenditures](#)[Capital](#)[Library Collections](#)[Service Measures](#)[Programs/Other Electronic](#)[Associated Outlet\(s\)](#)

Name / Addresses

Item #	Item	Current Year	Prior Year
150	FSCS ID	WI0001	WI0001
150a	Structure Status	00	00
151	LIB ID	WI1	WI1
152	Name	Abbotsford Public Library	ABBOTSFORD PUBLIC LIBRARY
152a	Name Status	00	00
Street Address			
153	Address	203 Birch St.	203 BIRCH ST.
153a	Address Status	00	00
154	City	Abbotsford	ABBOTSFORD
155	ZIP Code	54405	54405
156	ZIP+4	0506	0506
Mailing Address			
157	Address	PO Box 506	PO BOX 506
158	City	Abbotsford	ABBOTSFORD
159	ZIP Code	54405	54405
160	ZIP+4	0506	0506



View/Key/Update AE - Wisconsin - FY 2005

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Administrative Entity

Name

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 - [Other Identification](#)
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-

Population/Outlets/Staff			
Item #	Item	Current Year	Prior Year
208	Population of the Legal Service Area	2,375	2,511
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	0.62
252	All Other Paid Staff	0.25	0.25
253	Total Paid Employees	0.88	0.87

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Administrative Entity

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

Operating Revenue

Item #	Item	Current Year	Prior Year
300	Local Government Operating Revenue	<input type="text" value="77,411"/>	<input type="text" value="74,980"/>
301	State Government Operating Revenue	<input type="text" value="0"/>	<input type="text" value="488"/>
302	Federal Government Operating Revenue	<input type="text" value="0"/>	<input type="text" value="237"/>
303	Other Operating Revenue	<input type="text" value="19,355"/>	<input type="text" value="16,214"/>
304	Total Operating Revenue	<input type="text" value="96,766"/>	<input type="text" value="91,919"/>



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Administrative Entity

Name

Associated Outlets

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

Associated Outlet(s)

Item #	Item	Current Year	Prior Year
700	FSCS ID	WI0001-002	WI0001-002
700a	Structure Status	00	00
701	LIB ID	<input type="text" value="WI1"/>	WI1
702	Name	<input type="text" value="Abbotsford Public Library"/>	ABBOTSFORD PUBLIC LIBRARY
702a	Name Status	<input type="text" value="00"/>	00
Street Address			
703	Street Address	<input type="text" value="203 Birch St."/>	203 BIRCH ST.
703a	Address Status	<input type="text" value="00"/>	00
704	City	<input type="text" value="Abbotsford"/>	ABBOTSFORD
705	ZIP Code	<input type="text" value="54405"/>	54405
706	ZIP+4	<input type="text" value="0506"/>	0506
707	County	<input type="text" value="CLARK"/>	CLARK
708	Phone	<input type="text" value="7152233920"/>	7152233920
709	Outlet Type Code	<input type="text" value="CE"/>	CE



Outlet Record

- Parent public library ID
- Outlet name, street address, ZIP, 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 (branch and main libraries only)
- Number of bookmobiles

Outlet

Name ALICIA ASHMAN [BR]

Get Selected Outlet's Data

< First

< Previous

Next >

Last >|

Outlet of Madison Public Library

Item #	Item	Current Year	Prior Year
700	FSCS ID	WI0176-010	WI0176-010
700a	Structure Status	00	00
701	LIB ID	WI186-02	WI186-02
702	Name	ALICIA ASHMAN	ALICIA ASHMAN
702a	Name Status	00	00
Street Address			
703	Street Address	733 N. HIGH POINT ROAD	733 N. HIGH POINT RD
703a	Address Status	15	00
704	City	MADISON	MADISON
705	ZIP Code	53717	53717
706	ZIP+4	2237	2237
707	County	DANE	DANE
708	Phone	6088241780	6088241780
709	Outlet Type Code	BR	BR
710	Metropolitan Status Code	CC	CC
711	Square Footage of Outlet	11,829	11,829
712	Number of Bookmobiles	0	0

Data 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.

	C	D	E	F	G	H	I	J
1	30362	OTHER OPERATING REVENUE prior year is greater than 5,000 and current year value is zero. Please check the current year value for possible error						
2	Annotations	FSCS ID#	LIB ID#	LIBRARY NAME	CURRENT YEAR	PRIOR YEAR	NET CHANGE	
3	"that number should be \$27,018 as...it represents fines and copies" The This tribal library receives \$7,000 each year from a neighboring	WM0113	WM119	Germantown Community Library	27018	25000	-25000	
4		WM0158	WM167	Ben Guthrie--Lac du Flambeau Public Library	7000	7000	-7000	
5	NO RESPONSE "-1"	WM0163	WM172	L.D. Fargo Public Library	-1	17703	-17703	
6	"That is correct. In 2004 the library was allowed to keep the fine money, This library moved to a new facility and all other income was used as	WM0357	WM375	Winneconne Public Library	0	5770	-5770	
7		WM0358	WM376	Winter Public Library	0	9900	-9900	
8								
9	30365	The current to prior year ratio for OTHER OPERATING REVENUE is outside the range [0.06, 15.33]. Please check for possible errors or explain why t						
10	Annotations	FSCS ID#	LIB ID#	LIBRARY NAME	CURRENT YEAR	PRIOR YEAR	CY/PY % CHG	NET C
11	Corrected, carryover removed. Total	WM0026	WM28	Benton Public Library	904	39	21633.33	
12	Librarian resigned. See below for	WM0080	WM84	Aram Public Library	402	30154	-98.67	
13	Accepted as reported	WM0092	WM96	Elkhart Lake Public Library	6473	53	12113.21	
14	The other operating income reported is	WM0115	WM121	Western Taylor County Public Library	6230	400	1457.5	
15	Accepted as reported. Transfer from	WM0130	WM137	Hartland Public Library	15280	307	4877.2	
16	This library is in Milwaukee county	WM0313	WM324	St. Francis Public Library	2188	41081	-94.67	
17	Moved to new facility. Other income	WM0319	WM336	Thorp Public Library	66	11498	-99.43	
18	Accepted as reported, 2004 probably	WM0332	WM349	Walworth Memorial Library	3500	5	69900	
19								
20								
21	Census: Just leaving these in case you have any corrections you want to make.							
22	CORRECTION							
23	NOTE: While questioning the operation income for Aram Public Library (FSCS ID# WM0080) we learned that the library director had left and that the reported income was incorrect. S							
24	Revenue for FSCS ID# WM0080, Aram Public Library							
25	Local	\$	352,124					
26	State	\$	-					
27	Federal	\$	5,920					
28	Other	\$	402					
29	Total	\$	358,446					
30	CORRECTION							
31	NOTE: Operating Revenue for Washburn Public Library (FSCS ID# WM0333) amended. See below for corrected revenue figures.							
32								
33	Revenue for FSCS ID# WM0333, Washburn Public Library							
34	Local	\$	156,390					
35	State	\$	2,003					
36	Federal	\$	1,205					
37	Other	\$	2,120					
38	Total	\$	161,718					
39								
40								
41								
42								
43								
44								
45								

After Submission of Data

- State submission and NCES 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

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 FSCS record
 - Imputed data is not displayed on the public library peer comparison tool
- Rules for imputation differ according to the data (See Public Library E.D. TABS, technical notes)

Final Products

- Public Libraries in the United States: Fiscal Year 200X E.D. TABS (NCES Publication)
 - Includes tables for each data element collected
 - Includes state per capita rankings for selected data elements (See Appendix A)
- “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 to use

Some Cautions

- FSCS data is not as current as state data
- FSCS data definitions
 - “MLS Librarian” is defined by FSCS, but “Librarian” is by states individually
 - “General Public Terminals” was changed to “Internet Computers Used by General Public”
 - “Number of Users of Electronic Resources Per Year” definition was revised this year
- FSCS data does not include regional cooperative activities

Why FSCS?

- 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 (FSCS definitions)
- “Reliable” means measurement methods are consistent (Edit checks help confirm consistency)
- “Timely” means within timelines and by due date
- FSCS data collection is built on these principles
- FSCS is the only source of comprehensive national public library data