

## Checklist for Ordering Web-Based Electronic Subscriptions

**SUBSCRIPTION:**

**REQUESTED BY:**

**PUBLISHER:**

**ISSN:**

**ISBN:**

**URL:**

**FULL-TEXT** \_\_\_\_\_ **CITATIONS** \_\_\_\_\_ **INDEX** \_\_\_\_\_

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Is there a print counterpart to this title?

Does the library subscribe to another format of this title?

Would the web-based edition \_\_\_replace another format or be in \_\_\_\_addition to another format?

Cost of the web-based version\_\_\_\_\_. Cost of the materials in another format \_\_\_\_\_?

Is the cost dependent on a subscription to the materials in another format?

Will EPAC (Electronic Products Advisory Committee) cover part of the cost of the subscription?

Yes\_\_\_\_\_ No\_\_\_\_\_ Amount\_\_\_\_\_

Dates of coverage of the web-based version?

How is access granted?

- IP Address
- Username/Password \_\_\_\_\_
- IP Range
- Requires both IP Address and Username/Password
- Other

How will the library provide access to the product?

- University Libraries' Online Resources Page
- Law Library Website
- Standalone Computer Workstations (single user)

Number of simultaneous users allowed

Will the publisher maintain an electronic archives?

- If no, will the library archive the title? Yes \_\_\_\_\_ No\_\_\_\_\_ How will the file be archived?
- Would the library own\_\_or lease\_\_the electronic file with this subscription?

Are any special browser features needed to view the web-based version?

Does viewing the fulltext require the use of additional software (PDF, etc.)

Will the publisher provide a free trial period for review by library staff?

Test Password\_\_\_\_\_

Notification of access sent to Cataloging Department: Date:

Product Description Page Created: Pdp Attached

Attach a copy of the licensing agreement for electronic access. (If access is through the University Libraries' website, send copy to John Edens at CTS)

Vendor Support:

Name

Phone No.

Email Address

Mail Address

Vendor Technical Support:

Name

Phone No.

Email Address

Mail Address

Input May 1, 2001

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