Standards for Library Research Projects for Franklin University Faculty and Staff

Franklin University Nationwide Library librarians stand as a resource for your research needs. Library research services may include, but are not limited to, literature searches or compilation of information on companies, industries, markets, business competitors or topics to support grant applications or program or course development or design.

Limitations:

All research is expected to be related to the development/enrichment of a specific course or other university program or initiative.

Personal research projects will not be accepted, nor will research for non-affiliated patrons.

Librarians will work to find the best resources for you, but synthesis of research and writing of reports, proposals, or course design rests with the patrons making the research request, rather than the librarian.

Process:

Request a research project at [http://library.franklin.edu/forms/research-consultation](http://library.franklin.edu/forms/research-consultation) by selecting the radio button for “I have a research project associated with University programs/projects and need research assistance” about midway down the page. Provide a description of the project.

Expect a librarian to contact you within 2-3 days to set up an initial consultation. Be prepared to discuss expectations, deliverables, and timelines at this consultation, all to be mutually decided and written in an agreement. Some research may actually be performed at this consultation to ensure that all parties understand what is expected and feasible.

Be prepared to serve as the subject-matter expert and provide feedback on the research provided to ensure that it meets your needs. Work with the librarian to adjust scope, deliverables, or timeline as needed.

When deliverables have been provided, assess how well the library completed its work by completing the assessment at [http://www.surveymonkey.com/s/WSXR6WV](http://www.surveymonkey.com/s/WSXR6WV).

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