

# Guam Public Library system

## APPENDIX 2.2

### *Guam Special Collections / Reference Requests*

- A Guam Public Library System Library Card / or ID is required for all Guam Special Collections and Reference Materials Request
- All Guam Special Collections, and Reference Materials are to be used only on the Reference Area, 2<sup>nd</sup> Floor

NAME: \_\_\_\_\_

DATE: \_\_\_\_\_

**TITLE / CLASSIFICATION NUMBER**

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_

<u>FED DOCS</u>	<u>GUAM MATERIALS</u>	<u>REFERENCE</u>	<u>PERIODICALS</u>

In order to better serve your Reference needs, please circle your best answer to the questions below.

1. Approximately how often do you visit the Hagåtña Library?  
 First Time                  Daily                  Weekly                  Monthly    Yearly                  Don't Know
  
2. How often do you request Reference assistance?  
 Often                  Sometimes                  Rarely                  Never                  Never                  Don't Know
  
3. How often is Reference staff able to fully answer your questions?  
 Often                  Sometimes                  Rarely                  Never                  Don't Know
  
4. Overall, how satisfied were you with the length of time it takes to receive requested materials from Reference Staff?  
 Very Satisfied    Somewhat Satisfied    Undecided    Somewhat dissatisfied    Dissatisfied

Any comments or suggestions to help us improve our Hagåtña Reference service?

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**THANK YOU FOR FILLING OUT THIS SURVEY**

This will be used as a guide for the Hagåtña Library to assess its patron's Reference needs.  
 All information will be kept confidential and for statistical purposes.