Library Resource Planning Training Course

Professional Development Training Course Outline

Category	Library Institute	**Duration**	5 Days
Base Fee	$1,500 USD	**Delivery Mode**	Online / On-site Hybrid

Course Introduction

Effective Library Resource Planning is a strategic approach that enables libraries to optimize collections, digital resources, infrastructure, budgets, and workforce capabilities while enhancing user satisfaction and institutional performance. Modern libraries are rapidly embracing digital transformation, integrated library systems, artificial intelligence, cloud computing, metadata management, digital preservation, resource optimization, and evidence-based decision-making to meet evolving educational and research demands. Library Resource Planning Training Course equips participants with practical strategies for developing sustainable library resource plans that improve accessibility, operational efficiency, and service excellence.

The course integrates international best practices in library management, strategic planning, collection development, electronic resource management, information governance, performance measurement, and innovation. Participants will gain practical knowledge in forecasting resource requirements, managing digital collections, optimizing budgets, implementing emerging technologies, and strengthening stakeholder engagement. Through practical exercises and global case studies, participants will learn how to develop resilient resource planning frameworks that support institutional goals and future-ready library services.

Programme Curriculum

Library Resource Planning Training Course

Introduction

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Course Objectives

By the end of this course, participants will be able to:

1. Develop comprehensive library resource planning strategies.
2. Apply strategic collection development techniques.
3. Optimize library budget planning and allocation.
4. Integrate digital transformation into library operations.
5. Strengthen electronic resource management practices.
6. Improve metadata and information organization.
7. Enhance user-centered library service delivery.
8. Utilize data analytics for resource planning.
9. Implement sustainable library management frameworks.
10. Improve digital preservation and archival strategies.
11. Apply risk management in library resource planning.
12. Measure library performance using KPIs and dashboards.
13. Promote innovation and continuous improvement in libraries.

Organizational Benefits

- Improved library resource utilization.
- Better strategic decision-making.
- Enhanced service quality and user satisfaction.
- Increased operational efficiency.
- Stronger digital resource management.
- Improved financial accountability.
- Better compliance with international standards.
- Enhanced institutional research support.
- Increased innovation and adaptability.
- Sustainable long-term library development.

Target Audience

- Library Directors.
- Library Managers.
- Librarians.
- Information Managers.
- Knowledge Management Professionals.

- Academic Library Staff.
- Digital Library Specialists.
- Records and Information Officers.

Course Duration: 5 days

Course Modules

Module 1: Fundamentals of Library Resource Planning

- Principles of resource planning.
- Strategic library management.
- Resource assessment techniques.
- Library policy development.
- Planning frameworks.
- Case Study: Resource planning practices at the Library of Congress.

Module 2: Collection Development and Resource Optimization

- Collection development strategies.
- Resource acquisition planning.
- Collection evaluation methods.
- Resource sharing initiatives.
- Weeding and preservation.
- Case Study: Collection optimization at the British Library.

Module 3: Digital Libraries and Electronic Resources

- Digital library planning.
- Electronic resource management.
- Digital repositories.
- Open access initiatives.
- Cloud-based library services.
- Case Study: Digital innovation at the National Library Board.

Module 4: Budgeting and Financial Resource Planning

- Budget preparation.
- Cost-benefit analysis.
- Financial forecasting.
- Funding strategies.
- Resource allocation models.
- Case Study: Financial planning at the New York Public Library.

Module 5: Metadata and Information Organization

- Metadata standards.
- Cataloging best practices.
- Classification systems.
- Information retrieval.
- Data quality management.
- Case Study: Metadata implementation at the OCLC.

Module 6: Performance Measurement and Analytics

- Library KPIs.
- Performance dashboards.
- User satisfaction analysis.
- Data-driven decision-making.
- Continuous improvement methods.
- Case Study: Performance measurement at the National Library of Australia.

Module 7: Risk Management and Sustainability

- Risk identification.
- Business continuity planning.
- Digital preservation strategies.
- Information security.
- Sustainable resource management.
- Case Study: Preservation initiatives at the The National Archives.

Module 8: Innovation and Future Library Planning

- Artificial intelligence applications.
- Smart library technologies.
- Emerging digital services.
- Innovation strategies.
- Future resource planning.
- Case Study: Smart library initiatives at the Helsinki Central Library Oodi.

Training Methodology

- Interactive expert-led presentations.
- Facilitated group discussions.
- Practical planning workshops.

- Library resource planning simulations.
- Hands-on software demonstrations.
- Individual and group assignments.
- Global case study analysis.
- Scenario-based learning exercises.
- Knowledge assessments and feedback sessions.
- Action plan development for workplace implementation.

Register as a group from 3 participants for a Discount

Send us an email: info@fineskilltrainingcenter.org or call *+254769199797*

Certification

Upon successful completion of this training, participants will be issued with a globally- recognized certificate.

Tailor-Made Course

We also offer tailor-made courses based on your needs.

Key Notes

a. The participant must be conversant with English.

b. Upon completion of training the participant will be issued with an Authorized Training Certificate

c. Course duration is flexible and the contents can be modified to fit any number of days.

d. The course fee includes facilitation training materials, 2 coffee breaks, buffet lunch and A Certificate upon successful completion of Training.

e. One-year post-training support Consultation and Coaching provided after the course.

f. Payment should be done at least a week before commence of the training, to Fineskill Training Center account, as indicated in the invoice so as to enable us prepare better for you.

Upcoming Scheduled Sessions

Start Date	End Date	Location	Price
23 Nov 2026	27 Nov 2026	Online	$1,000
23 Nov 2026	27 Nov 2026	Physical	$1,500

Start Date	End Date	Location	Price
23 Nov 2026	27 Nov 2026	Physical	$3,000
23 Nov 2026	27 Nov 2026	Physical	$3,000
23 Nov 2026	27 Nov 2026	Physical	$6,000
23 Nov 2026	27 Nov 2026	Physical	$4,500
23 Nov 2026	27 Nov 2026	Physical	$6,000
23 Nov 2026	27 Nov 2026	Physical	$6,000

Ready to enroll or request a customized program? Book online or contact us:

Register Online Now

Email: info@fineskilltrainingcenter.com | Website: www.fineskilltrainingcenter.com