TexShare Databases
Best Practices Checklist

ACTION ITEM	URL/MORE INFO

☐ Does your library participate in the TexShare Databases Program?	https://www.tsl.texas.gov/findalibrary
	
	 Find A Library
	
	 Search Results
	 Library Name: **Austin Public Library**
	 Library Type: Public - Main Library
	 Address: 710 W C, Austin, TX 78701 *Map it!*
	 County: Travis
	 Phone: (512) 974-7400
	 E-mail: **Contact by Email**
	
	 Elected Officials
	
	 See Branches For This Library
	
	 TexShare Member: Yes
	     Most Recent TexShare Value Report
	 TexShare Databases Program: Yes
	 TexShare CARD Program: Yes
	     See TexShare Card Lending Policy
	
	 For eligibility, see https://www.tsl.texas.gov/texshare/eligibility.html

☐ If not, sign up to participate!	Contact TexShare@tsl.texas.gov for a quote and more information. See our Fees FAQ at https://www.tsl.texas.gov/texshare/feesfaq.html
☐ Link to all or some of the TexShare Databases on your website	New TexShare Portal URL Coming Soon! https://www.texshare.net Additional links for use with EZproxy and other Single Sign On systems are available at https://www.tsl.texas.gov/texshare/dburllist.html **REMEMBER: Never post a username and password on your website!**
☐ Set up IP authentication	Allows patrons inside your library to skip the login page. Just send us the broadcast IP address for your library and we'll do the rest.
☐ Consider patron Single Sign On Options	Allows patrons to log in with their barcode or a individual username and password. Options include EZproxy, OpenAthens, and Remote Patron Authentication through your catalog.

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❑ Add LearningExpress links to your library website	Unlike other TexShare Databases, your library's unique link to LearningExpress can be put on your website without a username and password. Links are available for individual centers, as well.
❑ Take advantage of FREE Staff Training from TSLAC and TexShare Databases vendors	**https://www.tsl.texas.gov/ld/workshops/texshare/**
❑ Review Vendor Information Resource Guides	**https://www.tsl.texas.gov/texshare/databases/**
❑ Follow the rules for Authorized Access	**https://www.tsl.texas.gov/texshare/authaccess.html**
❑ Promote the TexShare Databases	▪ Offer training for your patrons, students, and faculty ▪ Use free bookmarks and posters provided by the Texas State Library and Archives Commission ▪ Modify downloadable bookmarks and posters provided by vendors
❑ Track your patrons' usage	**https://www.tsl.texas.gov/texshare/statsvend.html**
❑ Get updates on the TexShare Users email list	**https://www.tsl.texas.gov/texshare/mailinglists.html**

❑ Contact TexShare with any questions	**texshare@tsl.texas.gov**
	
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