Diversity Audit Tips and Tricks

Follow these steps to complete an audit of your library's collections!

1 What collection are you auditing? How many staff/volunteers can work on this project? Based on this information, you can decide if you want to conduct a full audit of the entire collection or a sample.

2 Are you going to use Excel, Google Sheets, paper and pen, or some other process to conduct your audit?

3 Choose what markers you are going to use in your audit.

4 Choose your categories: Character, Author, Both, or something entirely different?

5 Decide whether you will include problematic/stereotypical portrayals in your audit. How will you deal with these types of portrayals?

6 Determine what percentage of diversity you are aiming for.

7 Use resources such as Goodreads, Library Journal reviews, and more to research book summaries and authors to audit your items.

8 Mark items as diverse using a tally system, a colour system, or something else.

9 After completing your audit calculate your results. Are your results close to the percentage of diversity you were aiming for when you started this project?

10 Decide on your next steps. Do you need to improve the amount of diverse content in your collections?

Good luck!
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