# Mastering myTurn: A New Chapter for KDLA Kit Scheduling

KY Department for Libraries and Archives State Library Branch October 2025

## Agenda

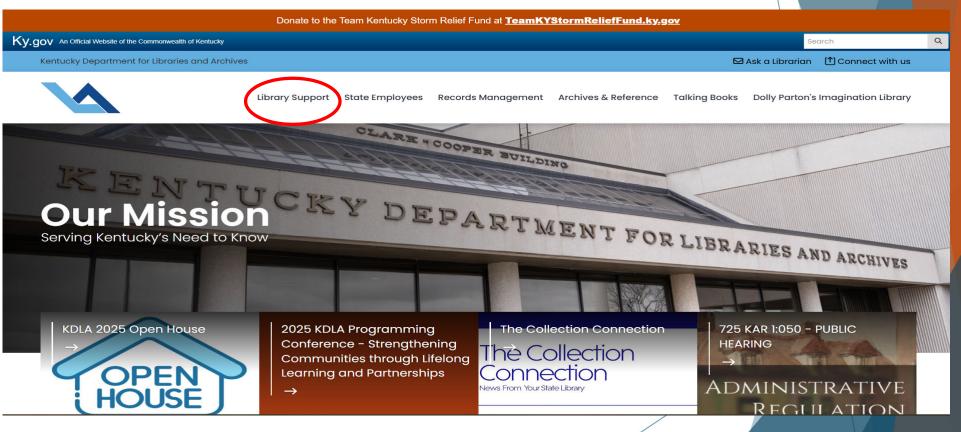
- What Is myTurn?
- Overview of Login & myTurn Website
- Finding Kits in the Catalog
- Creating Reservations
- Questions

## What Is myTurn?

- ❖ A rental, sharing and asset tracking platform
- Designed to be used by businesses, universities, municipalities, and lending libraries
- ❖ Web-based software available 24/7
- Allows user to reserve kits up to 18 months in advance
- Search by title, author, keyword, or availability by date range—or browse by format, genre, and kit type
- Reservations can be accessed anytime and cancelled if needed

## Overview of Login and myTurn Website

## **KDLA Kits Page**



kdla.ky.gov

☑ Ask a Librarian

(1) Connect with us



Kentucky Department for Libraries and Archives



Library Support State Employees Records Management Archives & Reference Talking Books Dolly Parton's Imagination Library



#### **Library Support**

Ask a Librarian

Public Library Director's Toolkit

Kits 🥋

Funding for Libraries

**Library Policies** 

**Library Programs** 

Library Staff Development

Public Library Directories, Standards, and Statistics

Trustees

Kentucky Public Library Directory

#### **Library Support**

The Kentucky Department for Libraries and Archives is committed to strengthening and enhancing libraries and library services for all Kentuckians through leadership, advocacy and service.

#### Ask a Librarian

Kentucky public libraries may use the Ask a Librarian service for reference assistance and professional consultation.

Kits

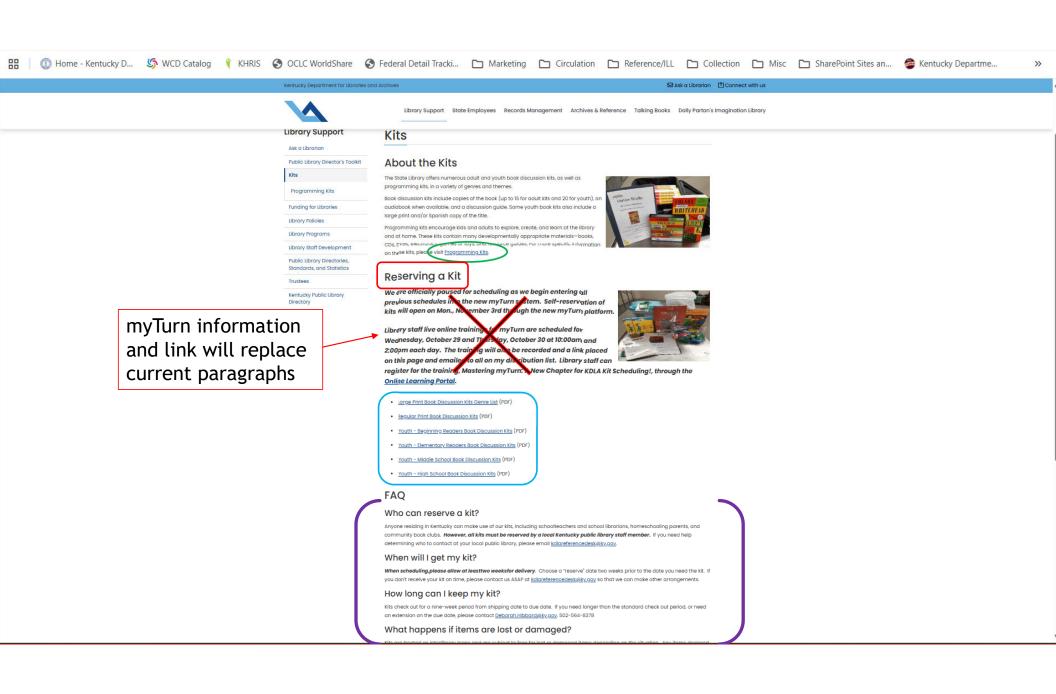
The State Library offers book discussion kits and

#### Public Library Directors' Toolkit

Resources to help public library directors in their wide variety of duties.

#### **Funding for Libraries**

KDLA offers grants to libraries and local governments across





Library Support State Employees Records Management Archives & Reference Talking Books Dolly Parton's Imagination Library

☑ Ask a Librarian ① Connect with us

♠ / Library Support / Kits / Programming Kits

#### **Library Support**

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Public Library Director's Toolkit

Kits

#### Programming Kits

Funding for Libraries

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Library Programs

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Trustees

Kentucky Public Library

#### **Programming Kits**

The State Library offers a variety of program kits guaranteed to satisfy public library patrons and stretch a library's programming

- . These kits may be checked out for nine weeks and may be renewed for an additional two weeks upon availability.
- All kits are listed in the KDLA Catalog. Check the individual catalog records for plot summaries, kit contents, and age levels.
- To reserve a kit please visit our main <u>Kits</u> page.

#### KDLA Youth Resources @ Your Public Library

KDLA Youth Resources flyer (PDF)

Please feel free to share this flyer with schools and other interested groups in your community. The flyer explains about our youth book discussion and programming kits, how to request them, and how to find lists of titles available for scheduling. We are eager to increase circulation of these valuable resources and hope they will provide your library with an additional way to partner with schools and other groups in your orea.

#### STEAM Kits

Public library and school staff can use our STEAM based thematic kits to assist in the planning of starytimes, lesson plans, and other programming; incorporating developmentally appropriate encounters involving S.T.E.A.M. concepts – Science, Technology, Engineering, Art, and Math – into everyday experiences. Public libraries can make the request directly from KDLA; schools need to request the kits through their public library.

Through these fun, educational materials – books, manipulatives, resources guides, games and toys – children and youth will be encouraged to explore, create, and share to develop critical thinking and problem solving skills – keys to lifelong learning success.

STEAM Kits Available

#### Thematic Kits

KDLA has thematic kits full of fun, enriching science and art. Topics range from skeletons to design, from mendhi to shapes and colors – these kits encourage kids and adults to explore, create, and learn at the library and at home.

These kits contain a large number of developmentally appropriate materials—books, CDs, DVDs, electronics, games or toys, and resource guides.

All Ages Kits Available

Preschool Kits Available

Teen Kits Available

Adult Kits Available

#### Interactive Mystery Kits

Mystery Kits include everything needed to plan and produce a mystery program for a group of 20-25 participants. The Anyone's Guess series is designed for grades 6 – 9. Anyone's Guess Junior series is designed for grades 3 – 5.

Mystery Kits Available

☑ Ask a Librarian ① Connect with us Kentucky Department for Libraries and Archives



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Kentucky Public Library

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#### STEAM Kits Available

- The Accidental Zucchini
- All the Water in the World A Bad Case of Stripes
- Caps for Sale
- A Chair for My Mother
- Chicka Chicka Boom Boom
- Click, Clack, Moo
- Cloudy With a Chance of Meatballs
- Float
   The Game of Patterns
- Good Night Owl
- How to Use Computers
- I Stink!
   The Last Stop on Market Street
- Leave Me Alone
- Lego Junior Maker Kit
- The Little Gardener
   The Most Magnificent Thing
- Naked!
   Not a Stick!
- Perfect Square
- Pete the Cat: I Love My White Shoes
- Press Here
   SEAL STEM Sunspotter

- SEAL STEM Telescope
- Sector 7 The Snowy Day
- Stars
- This is Not My Hat This is Sadie
- <u>Tuesday</u>
   <u>The Very Hungry Caterpillar</u>
- What Do You Do With a Tail Like This?
- What Do You Do With An Idea?
- Where Bear?
- Where the Wild Things Are
- The Whisper
   Whistle for Willie
- Wolfie the Bunny
   Zoom

#### Thematic Kits

KDLA has thematic kits full of fun, enriching science and art. Topics range from skeletons to design, from mendhi to shapes and colors these kits encourage kids and adults to explore, create, and learn at the library and at home.

These kits contain a large number of developmentally appropriate materials—books, CDs, DVDs, electronics, games or toys, and resource guides.

#### <u>All Ages Kits Available</u>

- Backyard Bass
- Discovering Braille
   Kentucky Talking Book Library: Reading is for Everyone





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♠ / Library Support / Kits / Accidental Zucchini

#### **Library Support**

Ask a Librarian

Public Library Director's Toolkit

Kits

Funding for Libraries

Library Policies

Library Programs

Library Staff Development

Public Library Directories,

Trustees

Kentucky Public Library Directory

#### Accidental Zucchini

#### STEAM Kit

#### Imagining and Making Models

Ages 2-3

The books and activities in this kit are designed to explore the part our imagination plays in the things we create.

#### The Accidental Zucchini by Max Grover

Supporting Books:

- Work, An Occupational ABC by Kellen Hatanaka
- The ABC Bunny by Wanda Gag
  Take Away the A by Michael Escoffier
- Z is for Moose by Kelly Bingham

#### Manipulatives:

- Keva Planks
- Blocks
- Linen napkins

#### VIEW IN WORLDCAT













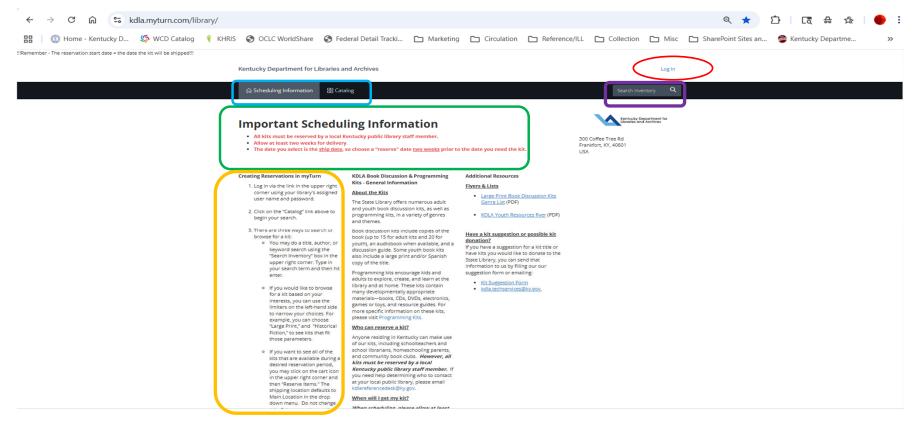




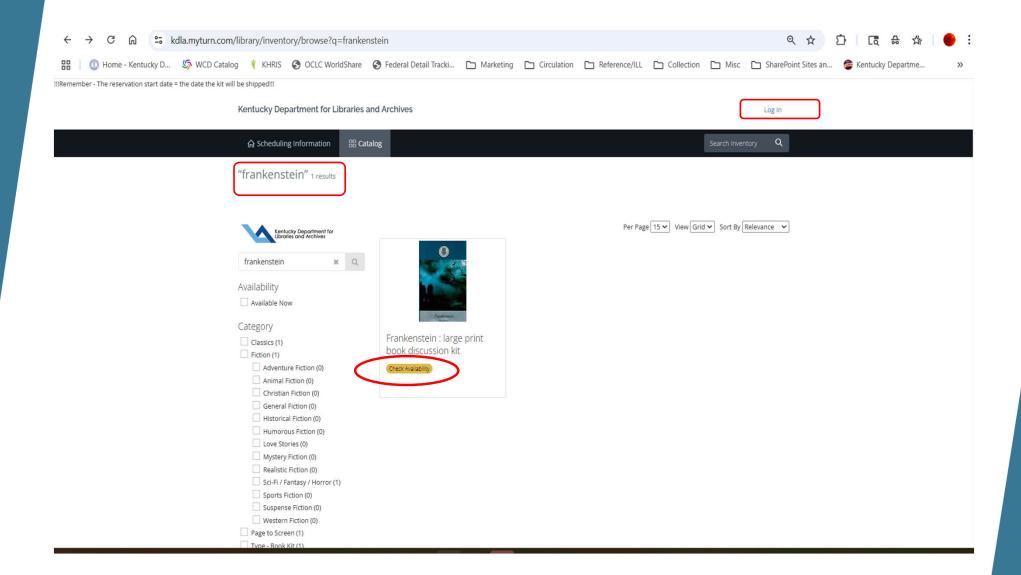
#### Resource Files:

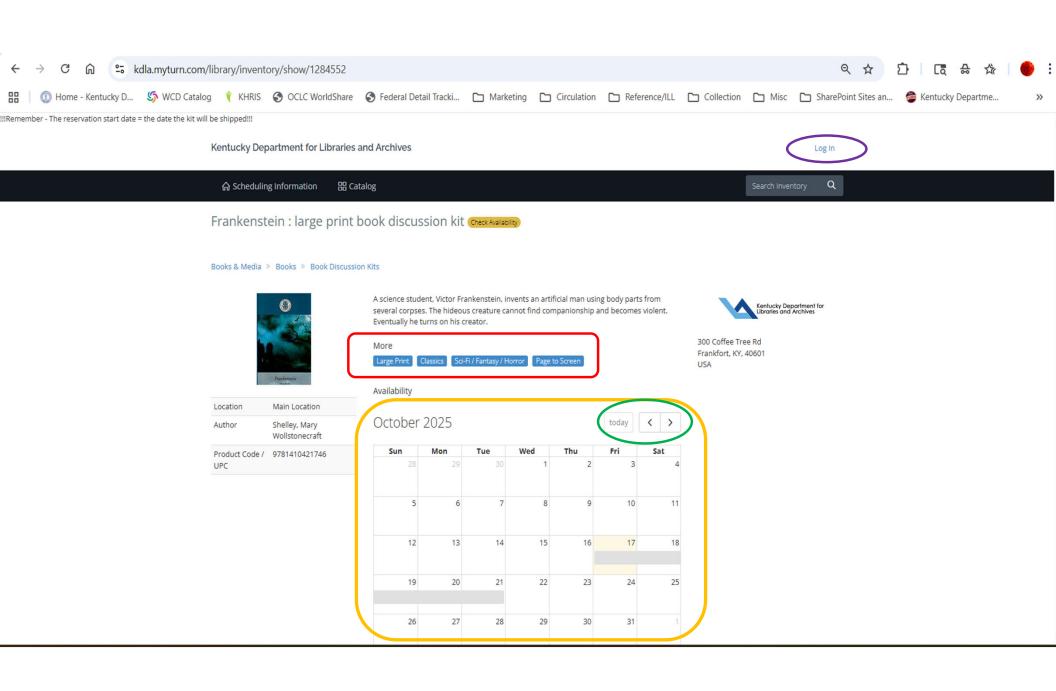
- Half page guide (Word)
   Informational Guide (Word)
   Inventory List (Excel)

## myTurn Home Page



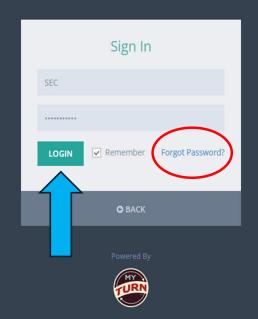
kdla.myturn.com/library/



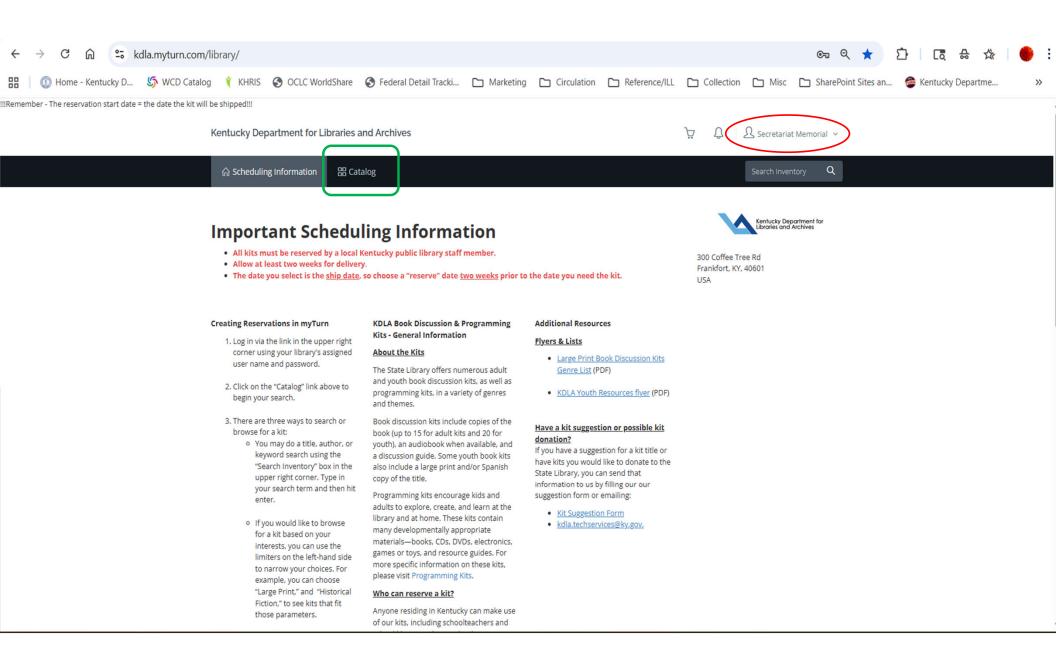


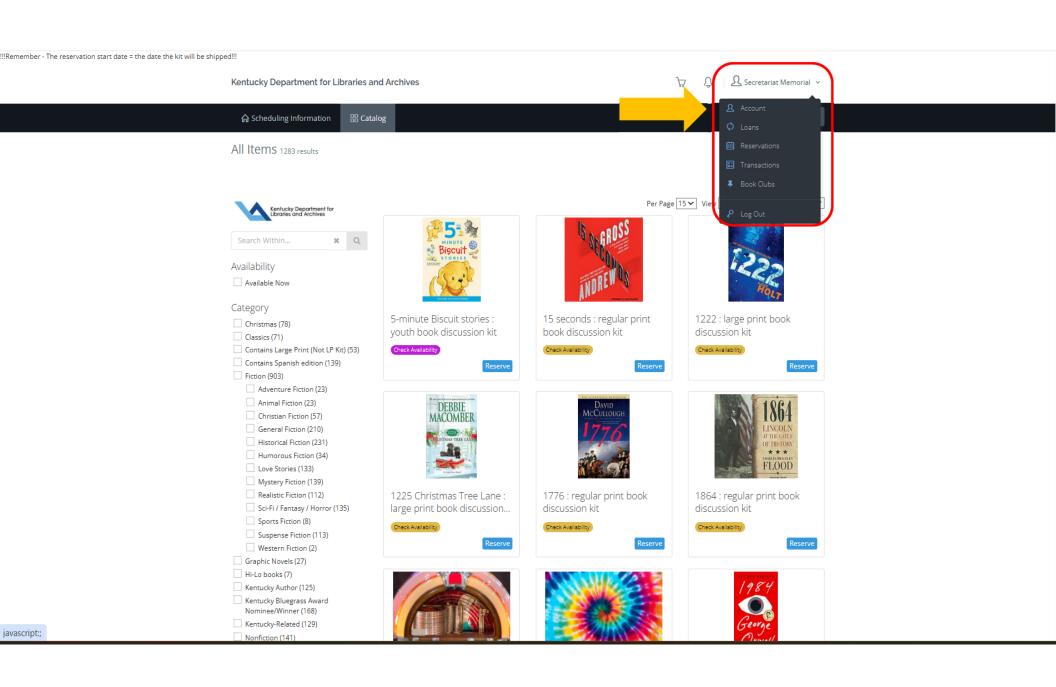


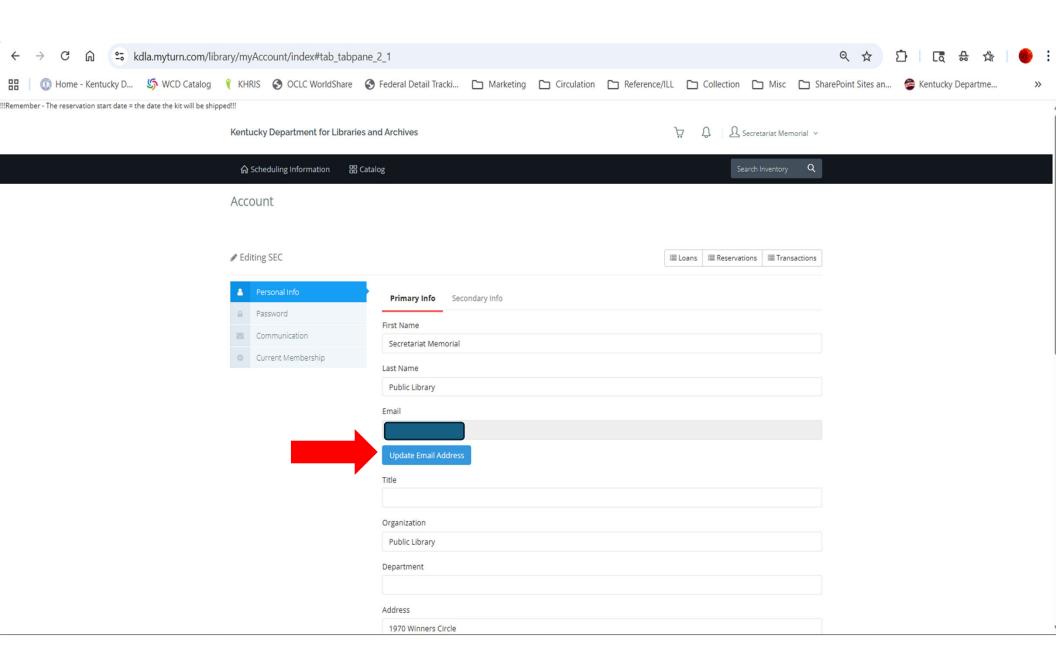
#### Kentucky Department for Libraries and Archives

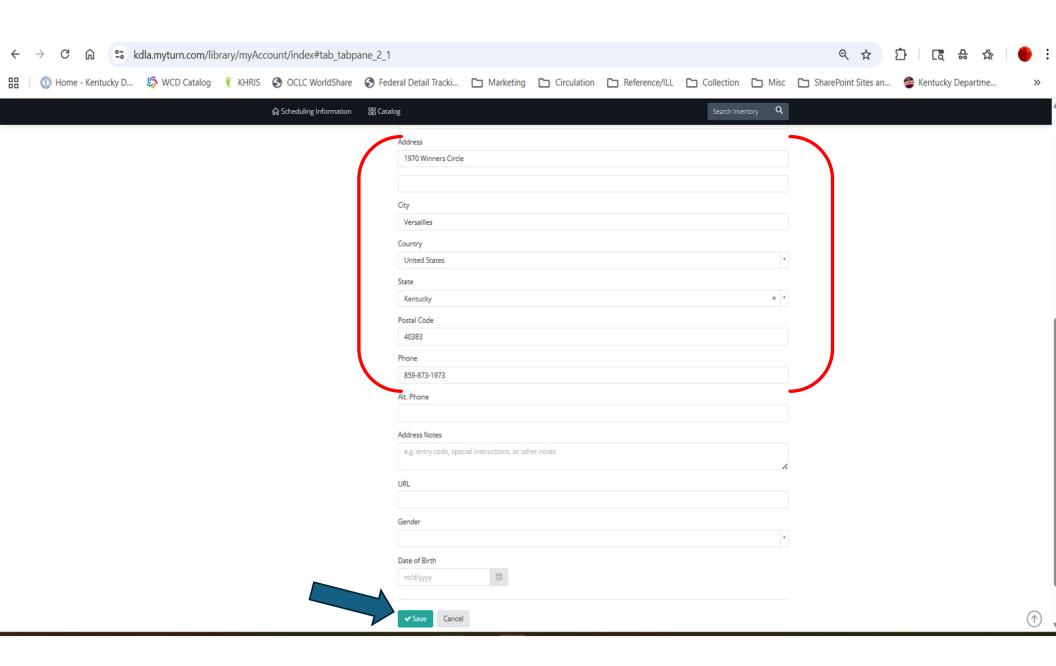


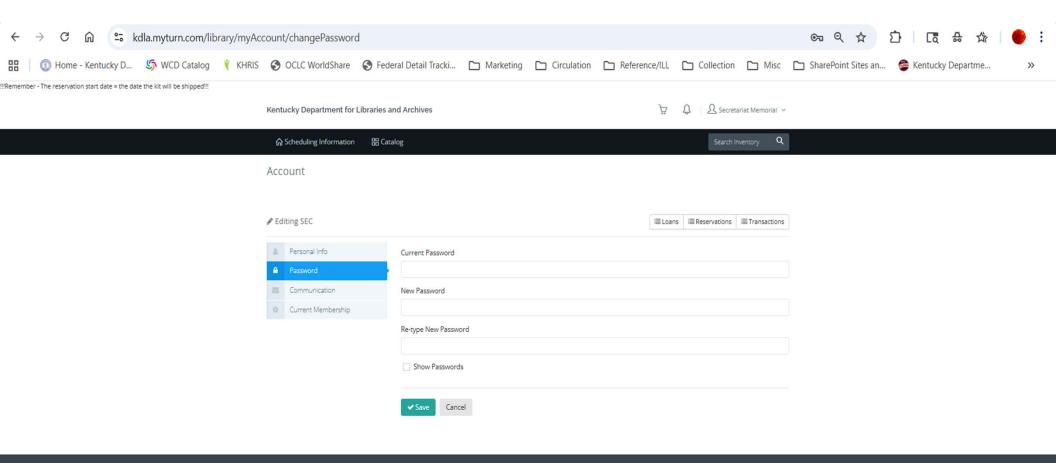
- Each library will have unique login credentials.
- \*Login credentials will be emailed to staff on my kit coordinators distribution list and the main email listed on the library's account.
- Basic pattern for login credentials =
  - Username OCLC symbol (ex. State Library=KSL)
  - Password #reserveOCLCsymbol (ex. #reserveKSL)
  - There are some exceptions.
- Login is case sensitive.

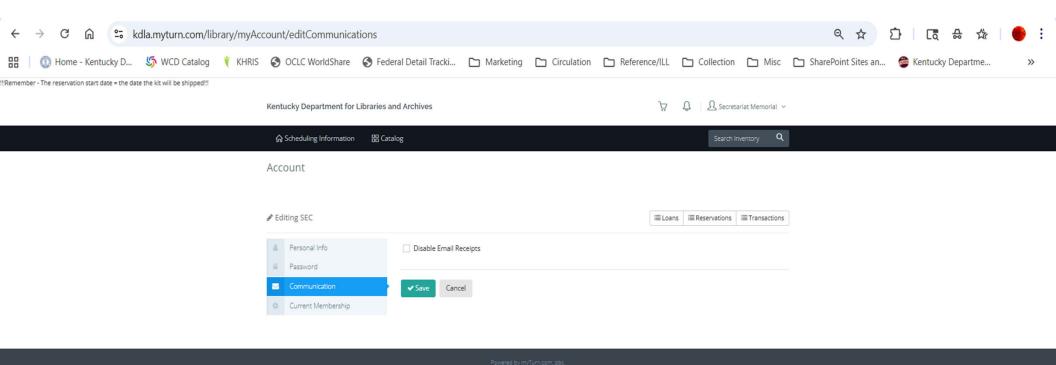


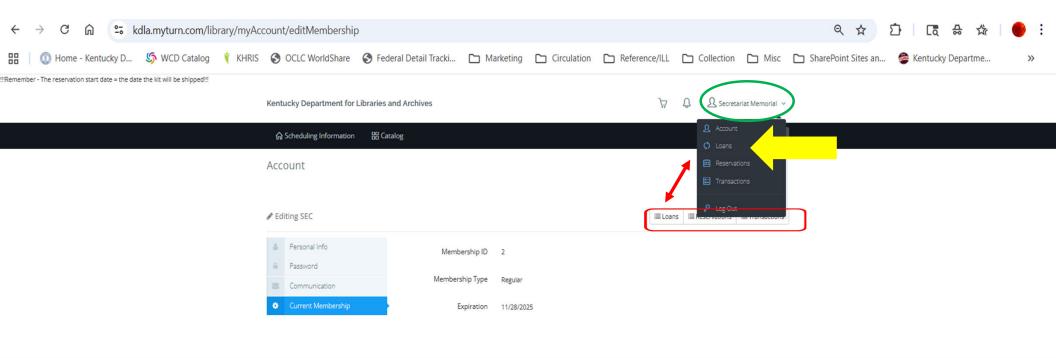




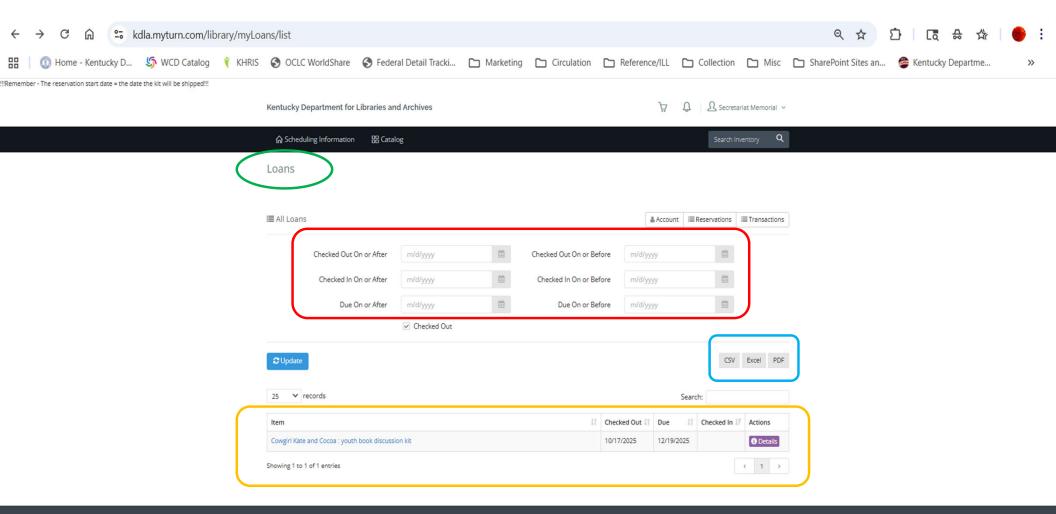




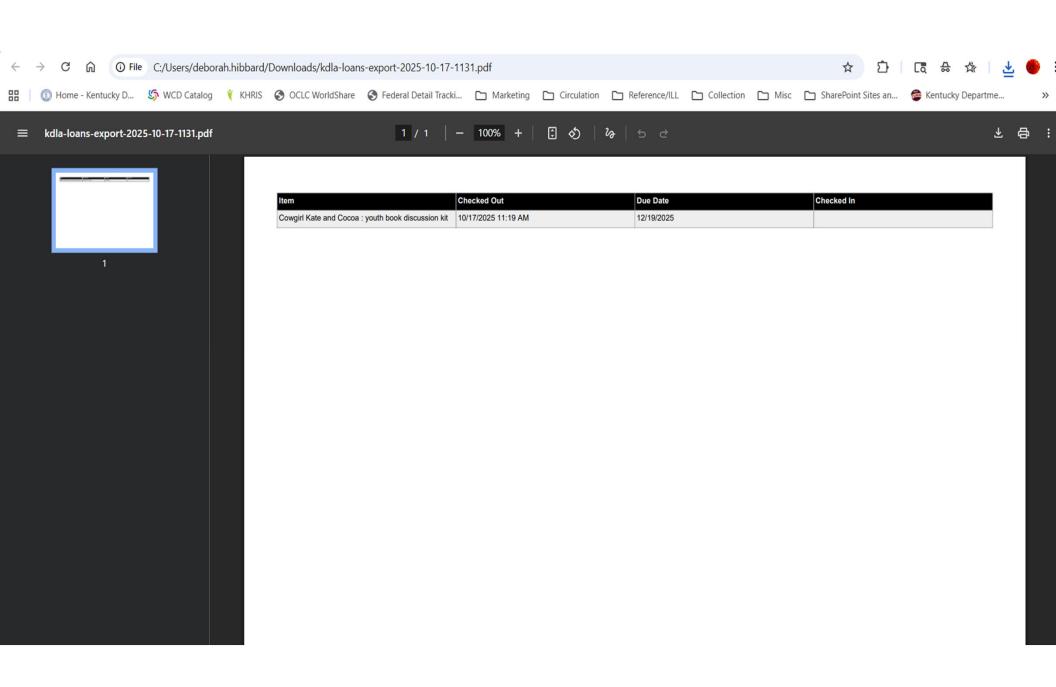


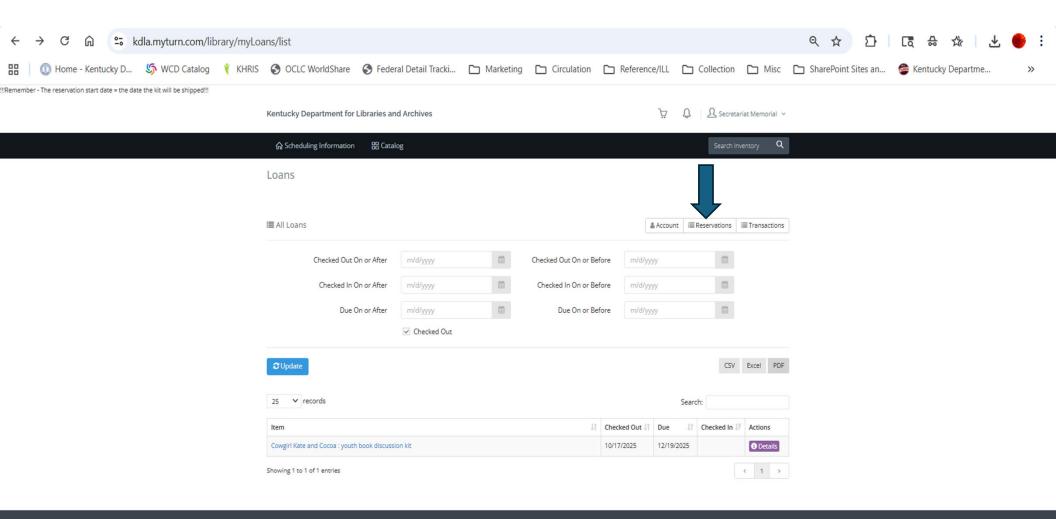


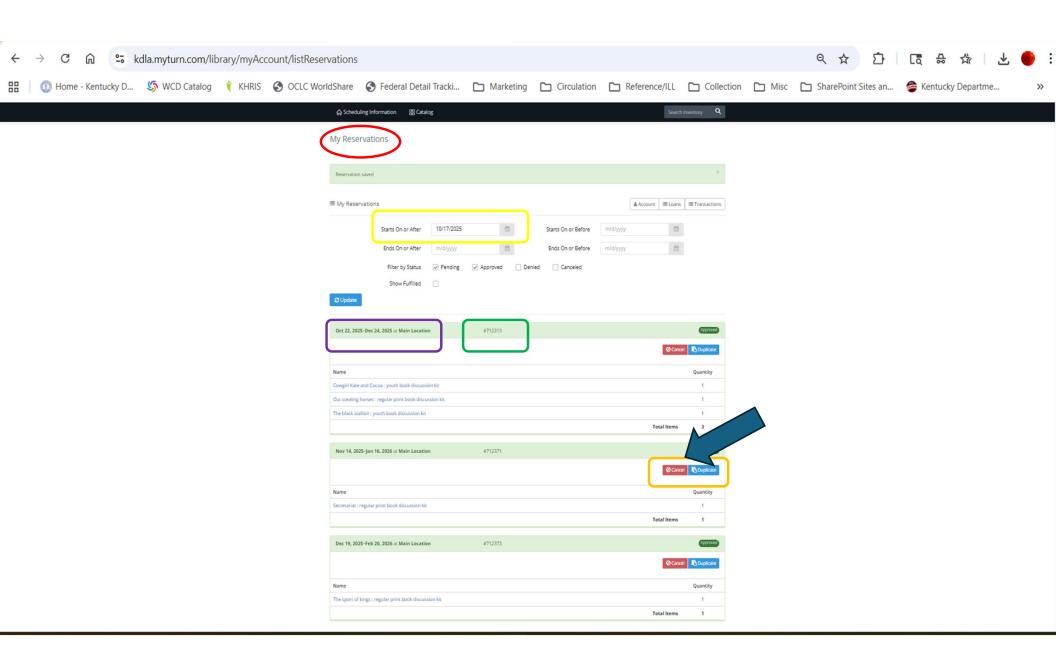
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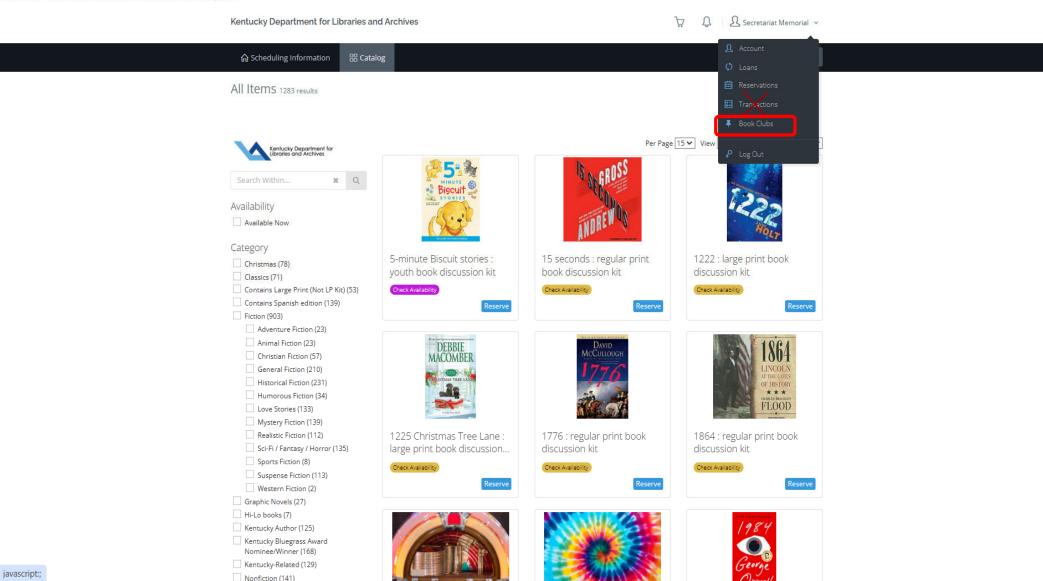


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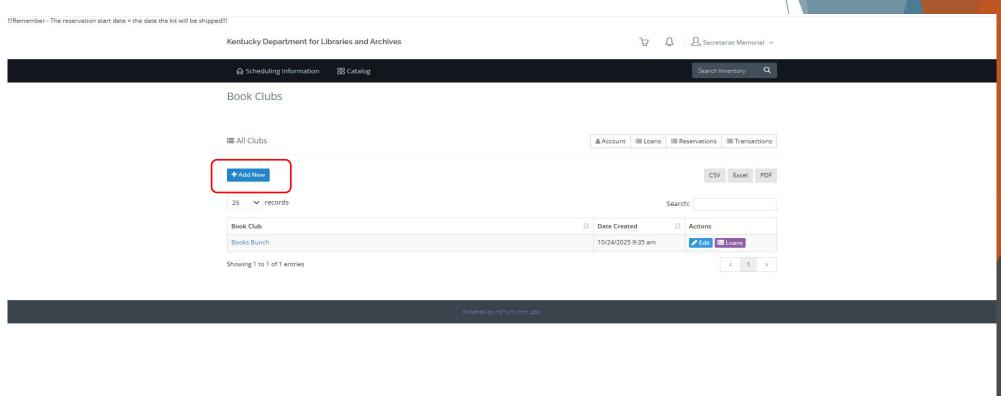








## Adding Book Clubs/Groups



https://kdla.myturn.com/library/myProjects/create

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Read and Wine

Kentucky Department for Libraries and Archives

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Read and Wine

Kentucky Department for Libraries and Archives

Search Inventory

Q

Main Clubs

Read and Wine

Kentucky Department for Libraries and Archives

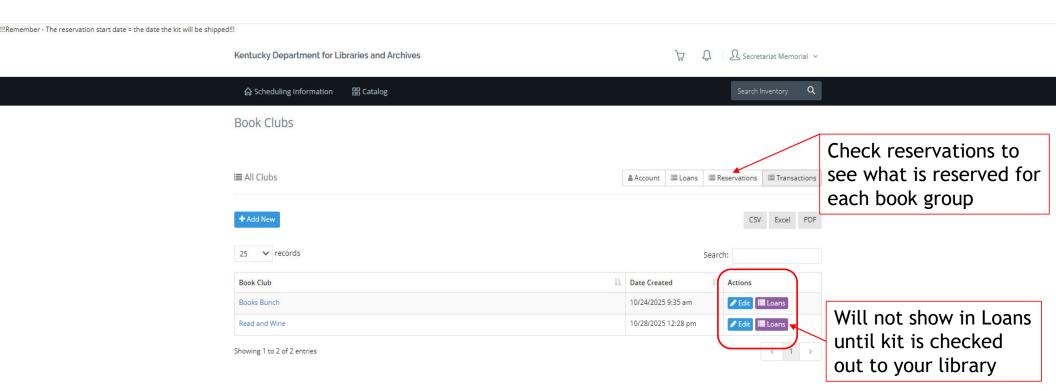
Search Inventory

Q

Main Clubs

Main Clubs

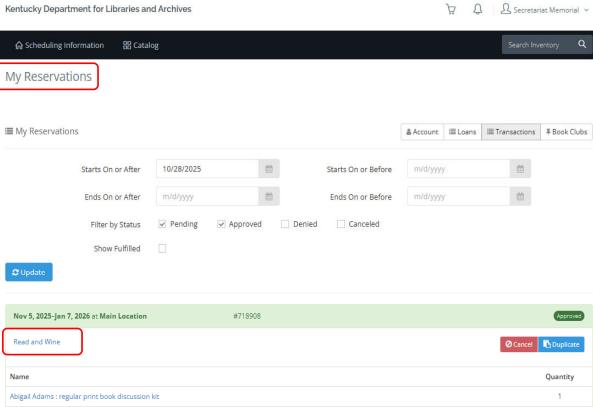
Main Clubs



Powered by myTurn.com, pb

!!!Remember - The reservation start date = the date the kit will be shipped!!!

Kentucky Department for Libraries and Archives



Total Items

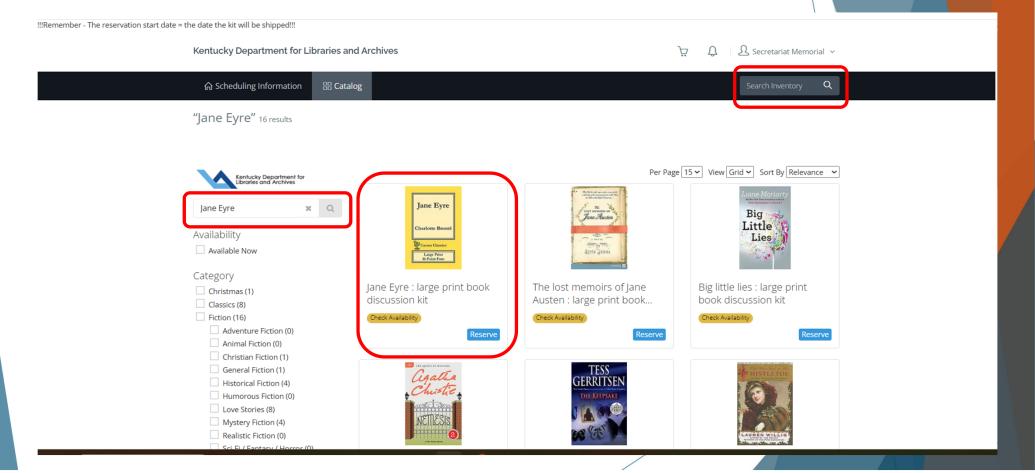
1

## Finding Kits in the Catalog

### **Browsing or Searching for Kits**

- Title, author, or keyword search
- Use filters for browsing
  - Available Now
  - Category (ex. Christmas [genres], Hi-Lo Books, Page to Screen, format- large print, regular print)
  - Status newly added
- Date specific reservation period

## Title, Author, Keyword Search

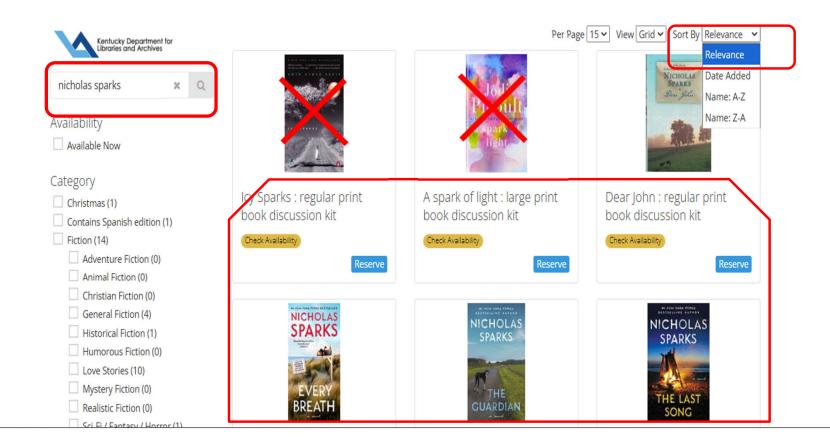


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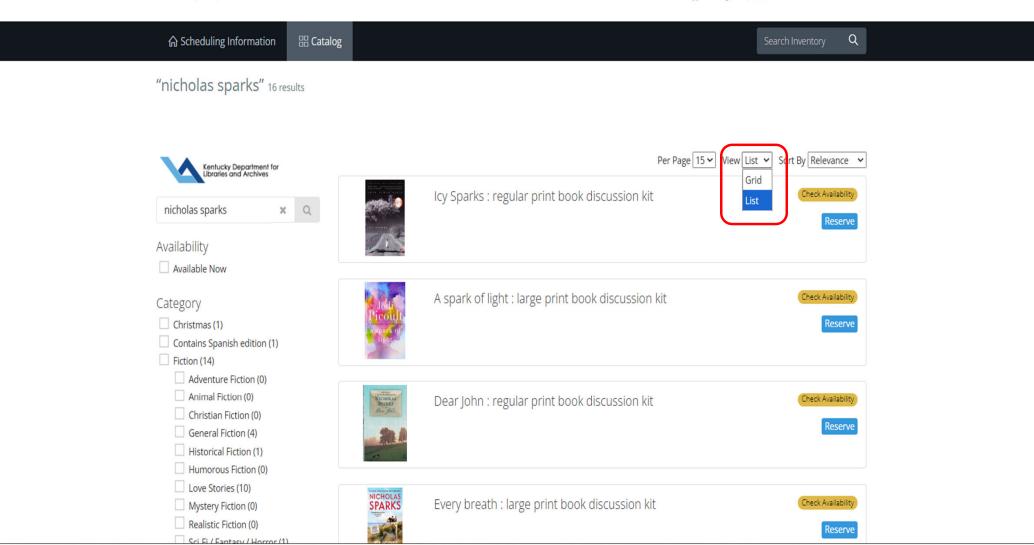
**⊞ Catalog** 

Search Inventor

"nicholas sparks" 16 results



### Kentucky Department for Libraries and Archives



Secretariat Memorial V



## Fiction

Availability

Available Now

Category

Christmas (56)

Classics (57)

Contains Large Print (Not LP Kit) (51)

Contains Spanish edition (132)

✓ Fiction (904)

Adventure Fiction (23)

Animal Fiction (23)

Christian Fiction (57)

General Fiction (210)

Historical Fiction (231)

Humorous Fiction (34)

Love Stories (133)

Mystery Fiction (140)

Realistic Fiction (112)

Sci-Fi / Fantasy / Horror (135)

Sports Fiction (8)

Suspense Fiction (113)

Western Fiction (2)

Graphic Novels (17)

Hi-Lo books (7)



5-minute Biscuit stories: youth book discussion kit

Check Availability

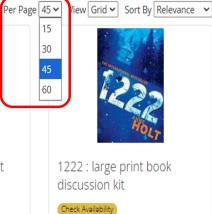
Reserve



book discussion kit

Check Availability

Reserve







1225 Christmas Tree Lane: large print book discussion...

DEBBIE MACOMBER

Check Availability



1984 : regular print book discussion kit

Check Availability

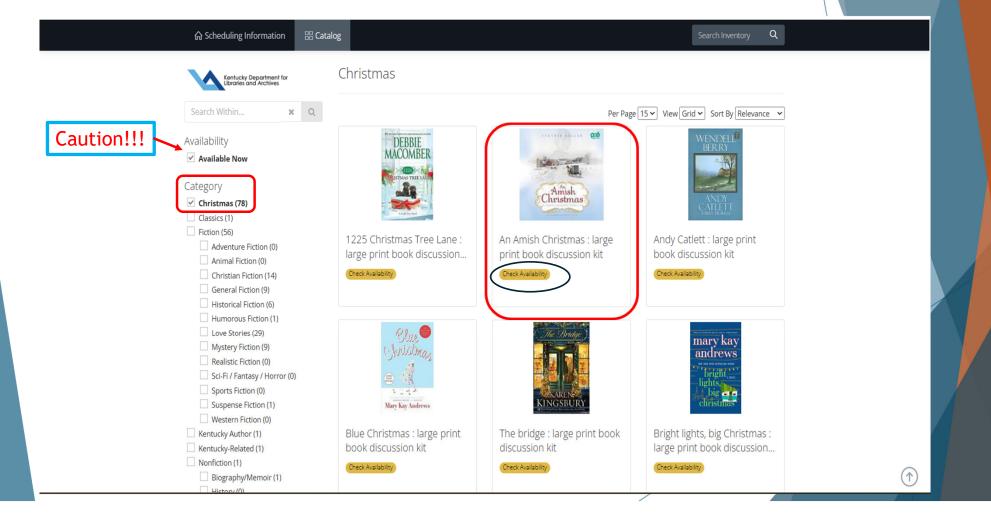


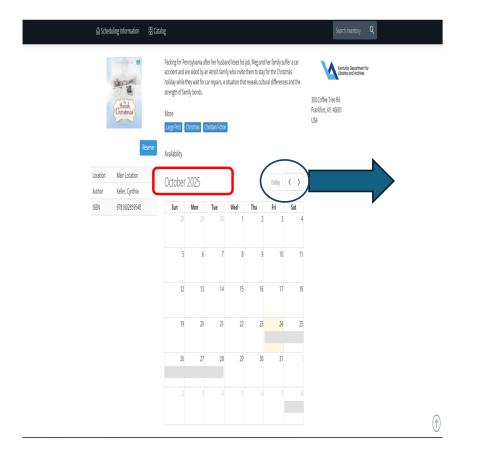
Abraham Lincoln, vampire hunter: regular print book...

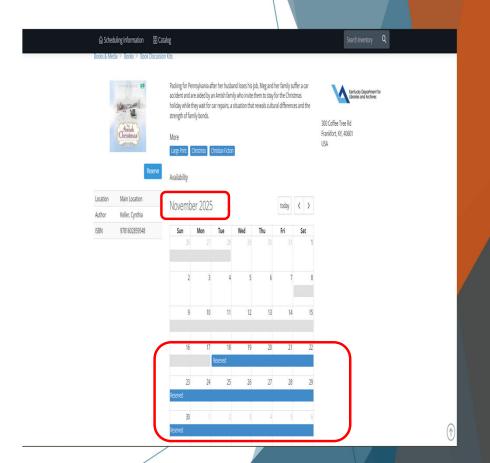
Check Availability



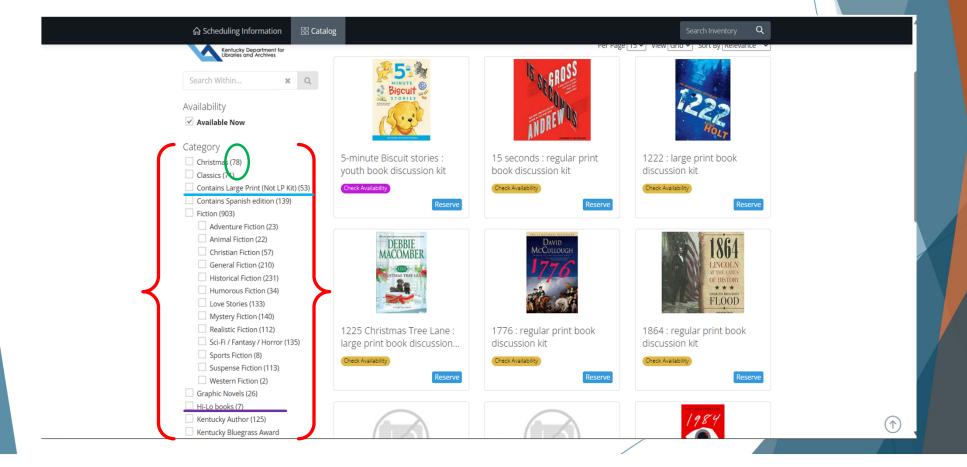
## Filters - Available Now

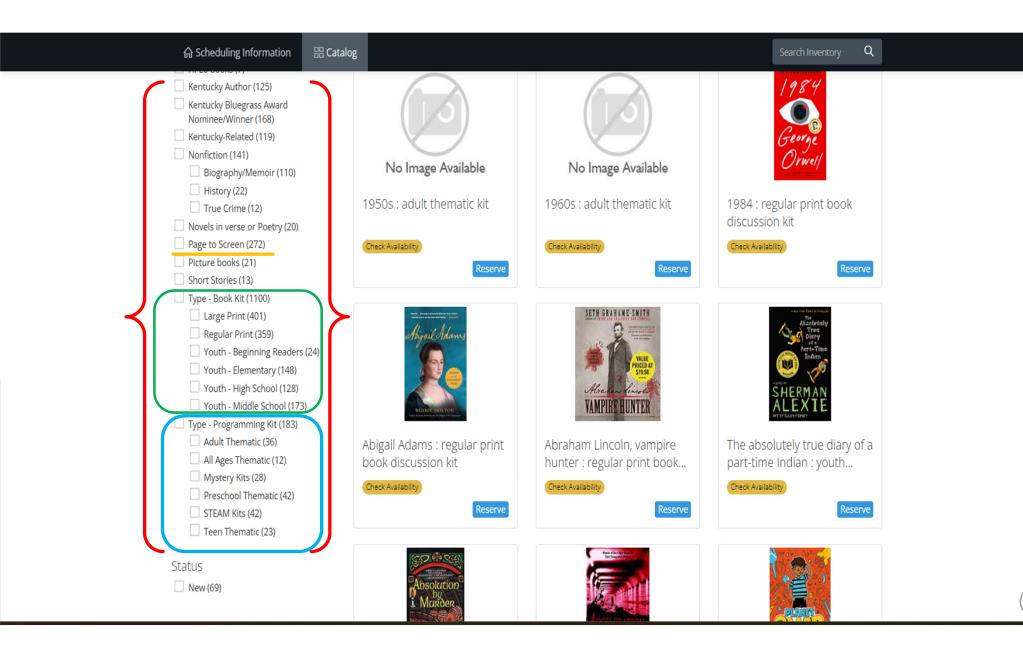


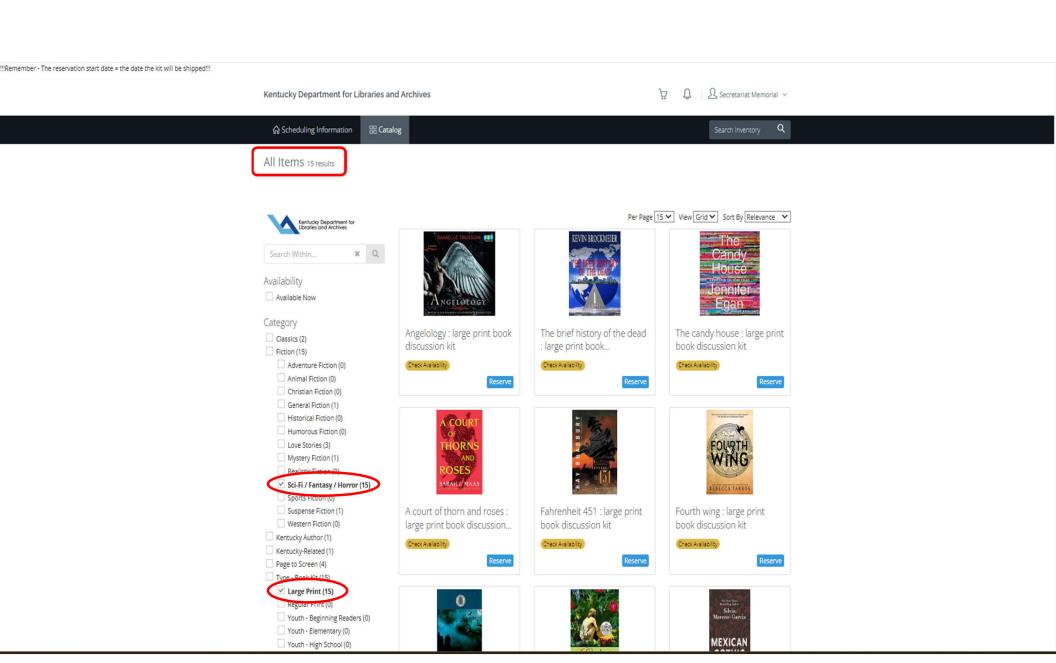




# **Categories**



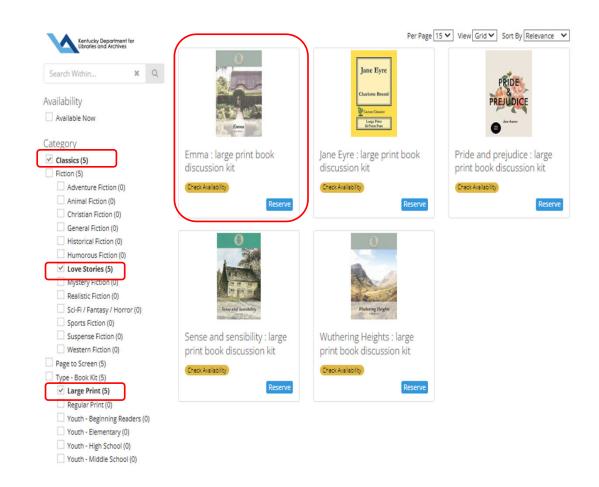




⊞ Catalog

Search Invento

All Items 5 results



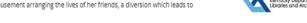
ெ Scheduling Information ☐ Catalog

Emma: large print book discussion kit (Check Availability)

#### Books & Media » Books » Book Discussion Kits



A self-assured but restless young woman, living with her father in a small English town, finds her chief amusement arranging the lives of her friends, a diversion which leads to complications.







300 Coffee Tree Rd Frankfort, KY, 40601

Availability

Location	Main Location
Author	Austen, Jane
ISBN	9781597229784

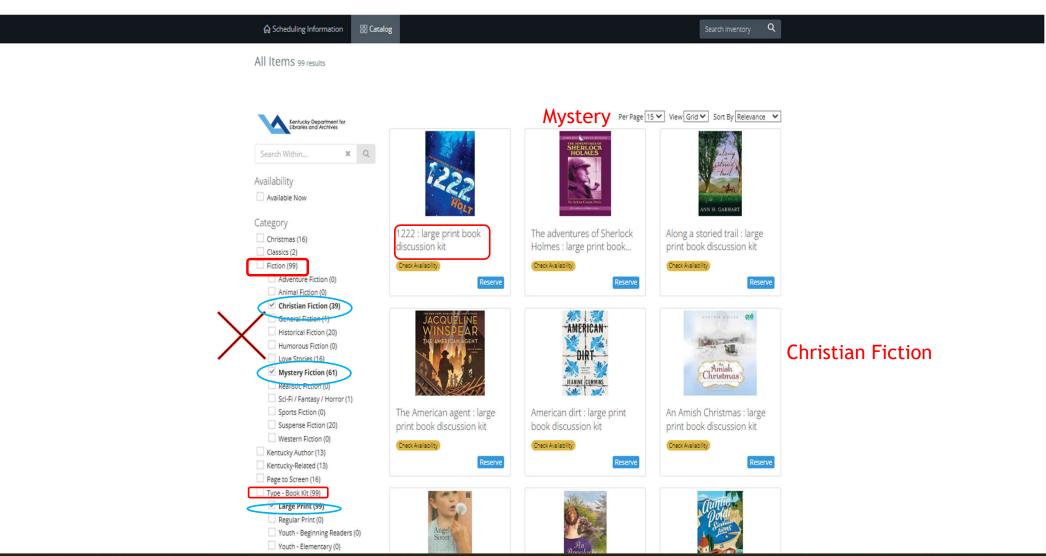
October 2025

today ( )

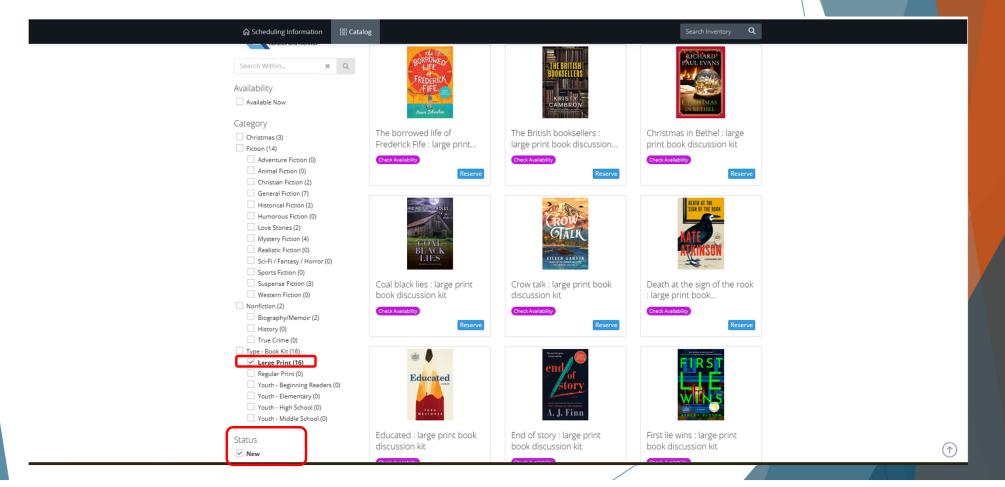
Sun	Mon	Tue	Wed	Thu	Fri	Sat
28	29	30	1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	
2	3	4	5	6	7	8

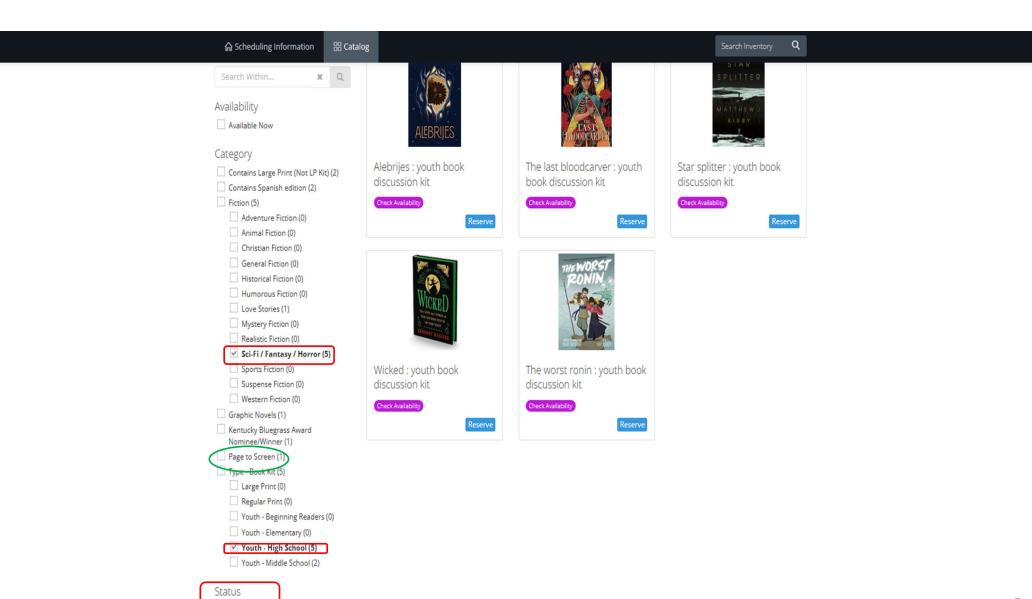
Kentucky Department for Libraries and Archives





## Status - New





✓ New





Status

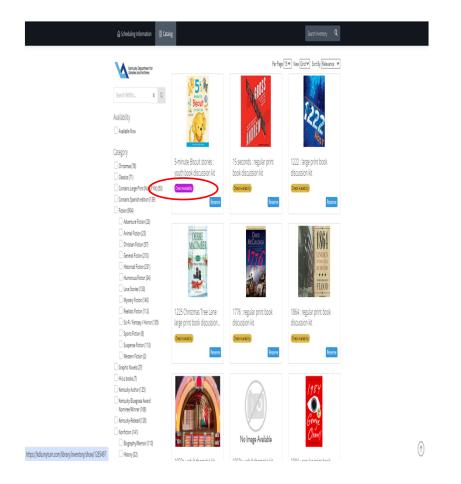
✓ New

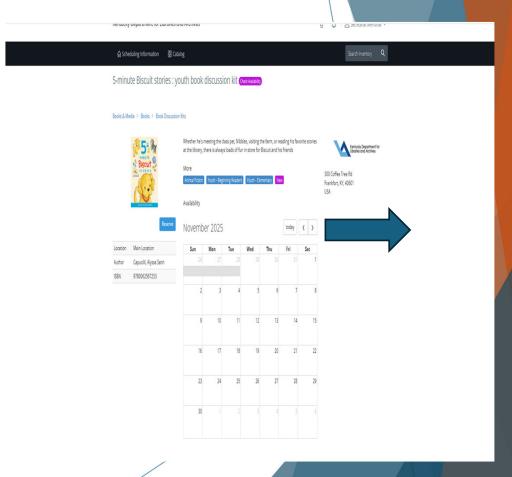
# **Creating Reservations**

## Calendar

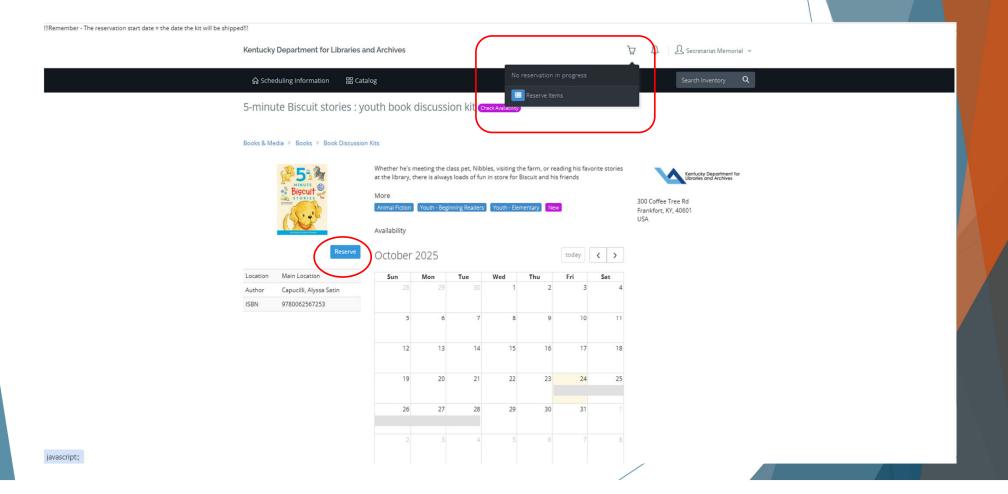
- + Dark Black Number = Available
  - Make sure there are 9 weeks in white from the date you want it shipped.
  - Date numbers for available days will also be a darker black
- Blue = Reserved (not available)
- Gray = Embargo (not available, used as a buffer between reservations)

# **Single Reservation**

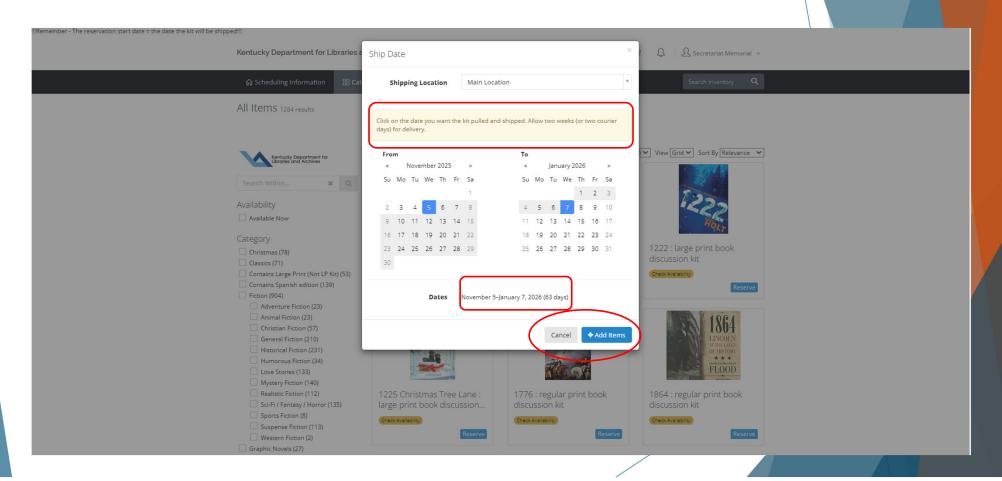




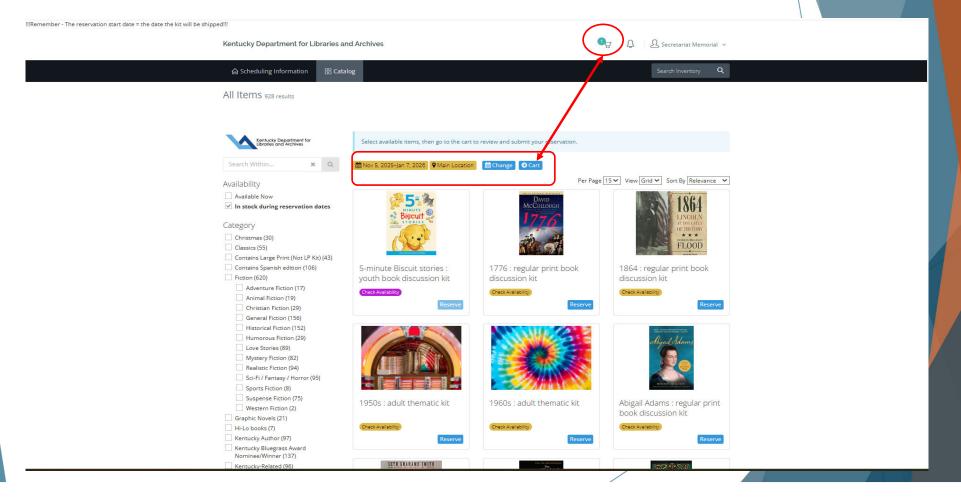
# Reserve - Availability Page

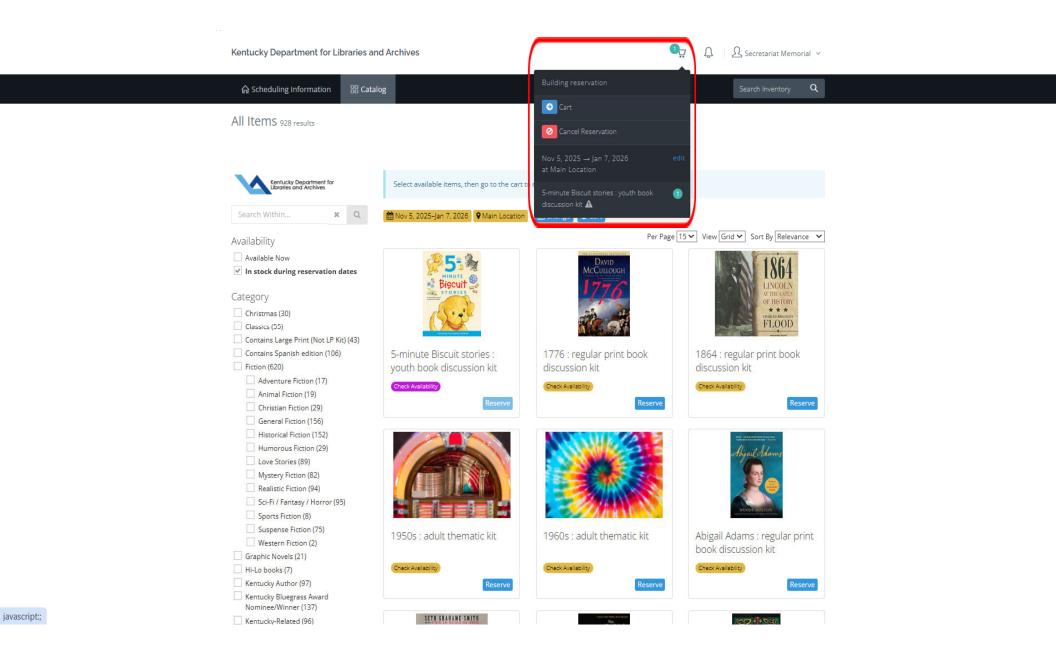


## Reserve - Choose Shipping Date



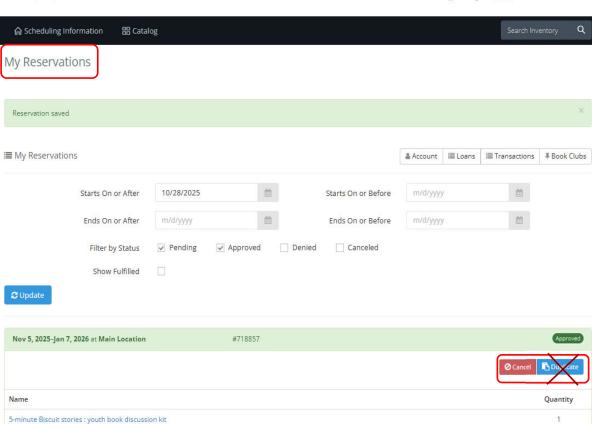
## **Reserve - Cart**





!!!Remember - The reservation start date = the date the kit will be shipped!!! Kentucky Department for Libraries and Archives ் Scheduling Information ⊞ Catalog Reservation Cart **Shipping Location** 300 Coffee Tree Rd Frankfort, KY, 40601 Ship Date Items in Reservation 5-minute Biscuit stories : youth book discussion kit **Total Items** 1 😅 Book Club + Add New No Project Please enter your name and email: \* Caution -Only allows add items for ✓ Submit Reservation Add Items same dates

Kentucky Department for Libraries and Archives



Secretariat Memorial V

**Total Items** 

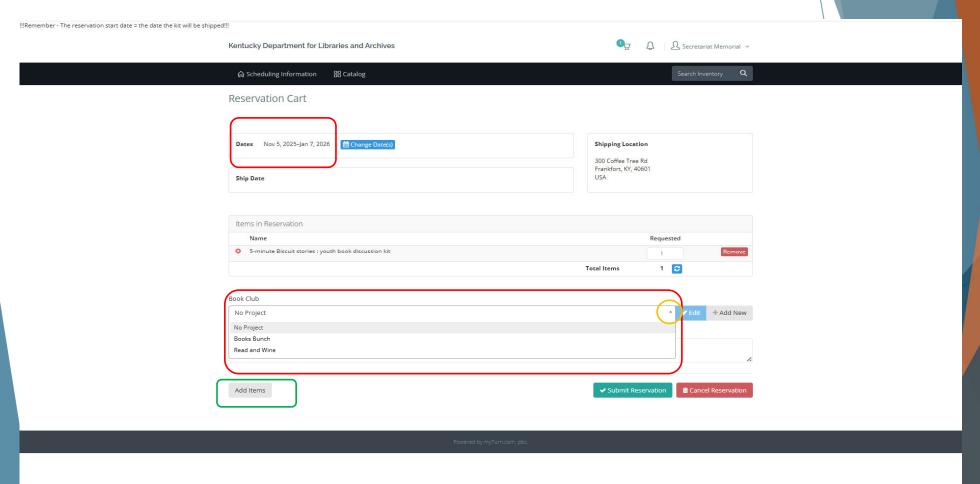
Remember - reservation steps must be followed for each new reservation date range.

Ex. Need kits for shipping dates November 5, December 5, etc. (up to 18 months in advance)

- November 5 shipping date
  - Check availability of desired kit
  - o If available, choose 11/5 on calendar and click reserve
  - Go to cart
  - Choose book club or group reservation is for if applicable
  - Enter name and email address
  - Click submit reservation
- December 5 shipping date
  - Check availability of desired kit
  - If available, choose 12/5 on calendar and click reserve
  - Go to cart
  - Choose book club or group reservation is for if applicable
  - Enter name and email address
  - Click submit reservation

Rinse and repeat ©

# Multiple Reservations - One Shipping Date

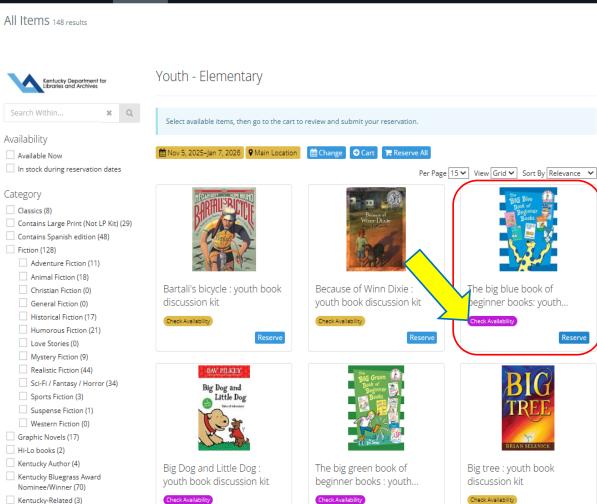


#### Kentucky Department for Libraries and Archives

₩ Catalog

Nonfiction (9)





## The big blue book of beginner books: youth book discussion kit Check Availability

Books & Media » Books » Book Discussion Kits





Gathers tales about an unusual spotted creature, a group of frightened farm animals, a baby bird, dogs, two birds looking for a place to nest, and a young rabbit, that originally appeared in books published by Beginner Books.





300 Coffee Tree Rd Frankfort, KY, 40601

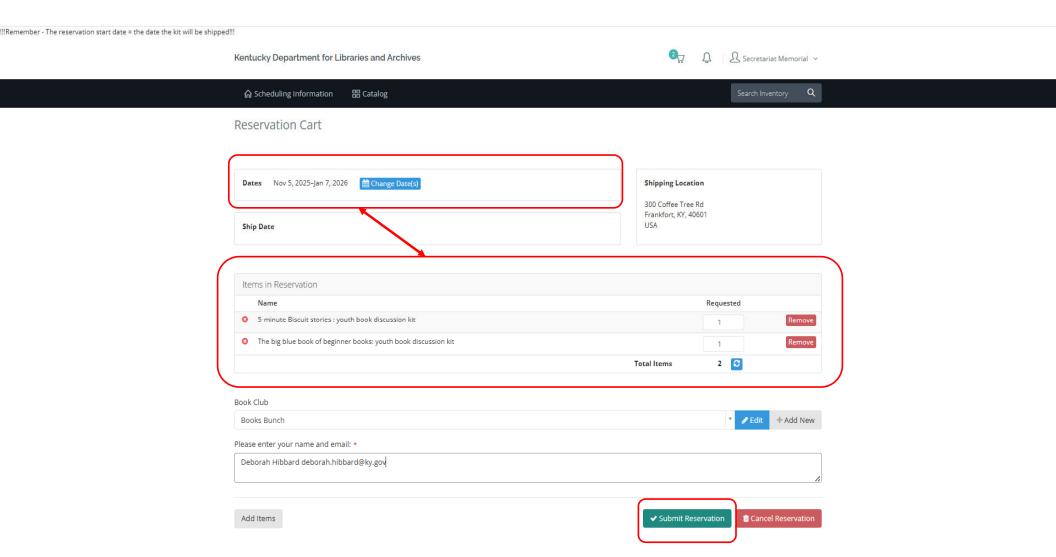
Location	Main Location	
Author	Seuss, Dr.	
ISBN	9780375855528	

November 2025

Availability



Sun	Mon	Tue	Wed	Thu	Fri	Sat
26		28	29	30	31	1
2	3		5	6	7	8
9	10	11	dd Item	13	14	15
Add Item		,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,				
16	17	18	19	20	21	22
Add Item						
23	24	25	26	27	28	29
Add Item	T			· ·		
30	1	2	3	4	5	6
Add Item						



!!!Remember - The reservation start date = the date the kit will be shipped!!! Kentucky Department for Libraries and Archives ெ Scheduling Information ₩ Catalog My Reservations Remember -Basic scheduling Reservation saved instructions **■** My Reservations å Account ■ Loans ■ Transactions ■ Book Clubs can be found on the home page. Starts On or After 10/28/2025 Starts On or Before m/d/yyyy m/d/yyyy m/d/yyyy Ends On or After Ends On or Before Filter by Status ✓ Pending ✓ Approved Denied Canceled Show Fulfilled **₽** Update Nov 5, 2025-Jan 7, 2026 at Main Location #718943 Books Bunch Name Quantity 5-minute Biscuit stories: youth book discussion kit The big blue book of beginner books: youth book discussion kit

**Total Items** 

2

## Kentucky Department for Libraries and Archives

300 Coffee Tree Rd Frankfort, KY, 40601 USA

#### Important Scheduling Informa

- All kits must be reserved by a local Kentucky public library star
- Allow at least two weeks for delivery.
- . The date you select is the ship date, so choose a "rese

#### Creating Reservations in myTurn

- 1. Log in via the link in the upper right corner using your library's assigned user name and password. Please questions regarding login
- 2. Click on the "Catalog" link above to
- 3. There are three ways to search or browse for a kit:
- You may do a title, author, or keyword search using the "Search Inventory" box in the upper right corner. Type in your search term and then hit
- o If you would like to browse for a kit based on your interests, you can use the limiters on the left-hand side to narrow your choices. For example, you can choose "Large Print," and "Historical Fiction," to see kits that fit those parameters.
- o If you want to see all of the kits that are available during a desired reservation period you may click on the cart icon in the upper right corner and then "Reserve Items." The shipping location defaults to Main Location in the drop down menu. Do not change this. Select your date and then click "Add Items." You should then see all of the kits available during that period.
- 4. Once you have chosen a kit, click on "Check Availability" to see if it fits your desired reservation period. White days are available, grey days are buffers, and blue days are
- 5. Click on "Reserve" and then (if you your reservation dates. It will automatically choose a 9-week reservation. If a longer period of time is need, please contact

kdlareferencedesk@ky.gov.

Remember - your "reserve" date should be two weeks prior to the date you need the kit at your

- in the upper right corner and then click "Cart."
- 7. Check to make sure your dates, 8. Choose your Group (ex. Book

#### KDLA Book Discussion & Programming Kits - General Information

#### About the Kits

The State Library offers numerous adult and youth book discussion kits, as well as programming kits, in a variety of genres and themes.

Book discussion kits include copies of the book (up to 15 for adult kits and 20 for youth), an audiobook when available, and a discussion guide. Some youth book kits also include a large print and/or Spanish copy of the title.

Programming kits encourage kids and adults to explore, create, and learn at the library and at home. These kits contain many developmentally appropriate materials-books, CDs, DVDs, electronics, games or toys, and resource guides. For more specific information on these kits, please visit Programming Kits.

#### Who can reserve a kit?

Anyone residing in Kentucky can make use of our kits, including schoolteachers and school librarians, homeschooling parents, and community book clubs. However, all kits must be reserved by a local Kentucky public library staff member. you need help determining who to contact at your local public library, please email kdlareferencedesk@ky.gov

#### When will I get my kit?

When scheduling, please allow at least two weeks for delivery. Choose a "reserve" date two weeks prior to the date you need the kit. If you don't receive your kit on time, please contact us ASAP at kdlareferencedesk@ky.gov so that we can make other arrangements

#### How long can I keep my kit?

Kits check out for a nine-week period from shipping date to due date. If you need longer than the standard check out period, or need an extension on the due date, please contact kdlareferencedesk@ky.gov

#### What happens if items are lost or damaged?

Kits are treated as interlibrary loans and are subject to fees for lost or damaged items depending on the situation. Any items declared lost but later returned will have the charges reversed. Youth book discussion kits will not be subject to charges for lost or damaged items unless the total cost exceeds \$100.00. Please contact Deborah.Hibbard@ky.gov for more information.

#### Additional Resources Flyers & Lists

ks prior to the date you need the kit.

- Large Print Book Discussion Kits
- Genre List (PDF) KDLA Youth Resources flyer (PDF)

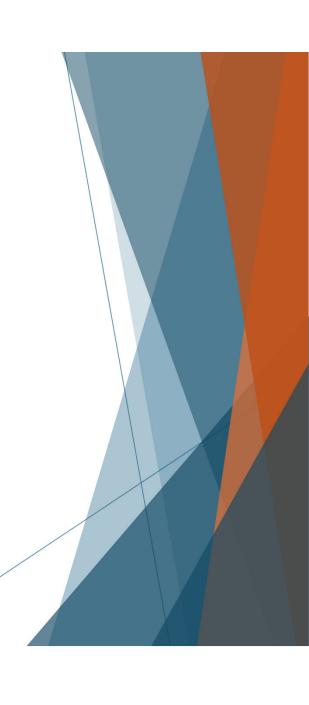
## Have a kit suggestion or possible kit

donation?
If you have a suggestion for a kit title or have kits you would like to donate to the State Library, you can send that information to us by filling our our

- suggestion form or emailing: kdla.techservices@ky.gov.



Questions?



# Thank you to the Institute of Museum and Library Services for sponsorship of this webinar.



# Thanks for Attending!

- \* The 2<sup>nd</sup> session of this webinar will be recorded. A recording link will be emailed before Nov. 3 to all webinar attendees and staff listed on my email distribution list. A link will also be placed on our website on the Kits page and the Archived Webinars page for future reference.
  - Kits page: https://kdla.ky.gov/Library-Support/kits/Pages/default.aspx
  - Archived Webinars page: https://kdla.ky.gov/Library-Support/Library-Staff-Development/Pages/Archived-Webinars.aspx
- \* A link to a short survey is being put in the chat. Your responses are vitate to us and play a key role in ensuring our continued federal funding.
- The presentation slides and a certificate of attendance will be emailed to all attendees.

# **Contact Information**

## **General**

- Ask A Librarian: <a href="https://kdla.ky.gov/Library-Support/Pages/Ask-a-Librarian.aspx">https://kdla.ky.gov/Library-Support/Pages/Ask-a-Librarian.aspx</a>
- Email: KDLAReferenceDesk@ky.gov
- Phone: (502) 564-8306 or
   Outside Frankfort 1-800-928-7000, Option #3

## **Individuals**

- Deborah Hibbard, Patron Services Supervisor, <u>Deborah.Hibbard@ky.gov</u>
   (502) 564-8378
- Cathy Crum, Technical Services Supervisor, <u>Cathy.Crum@ky.gov</u>
   (502) 564-8373