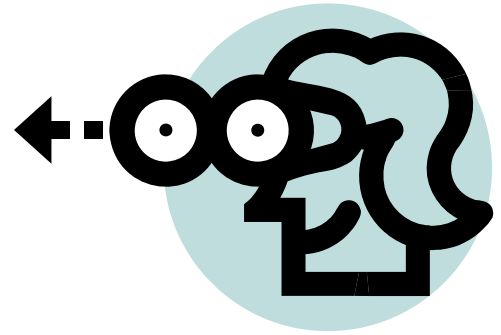


# MOUNT LAUREL LIBRARY

Adding Merchandising to the Morning Briefing



## TAKING A WALK-ABOUT

**Our Goal:** To keep seeing the library and its merchandising with fresh eyes everyday.

*Each week staff responsible for the morning briefing on Tuesday and Thursday will do a 10 minute walk throughout the library before the briefing at 9:15 am. They may invite others to do the Walk-About with them. (It's more fun that way.)*

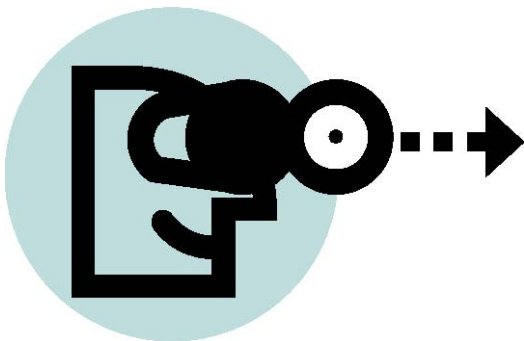
*Hold the briefing in the area needing the most immediate merchandising attention.*

*Share your findings about the state of the library merchandising at the morning briefing.*

## What someone on a Walk-About looks for...

1. What area of the library **looks the best** from a merchandising point of view?
  - Give positive recognition to the staff responsible for keeping it look so good.
2. What area of the library **needs immediate merchandising** attention... today!
  - Meet in that area for the next day's morning briefing.
  - **Staff will merchandise in that area immediately after the briefing.**
3. What area of the library we **need to be aware of** for future merchandising.
  - This is an area that's not as critical, but we'll need to attend to next.

## Report at the Tuesday & Thursday Morning Briefings



### Look, but don't touch!

*It will be tempting to just "take a moment" and fix the merchandising you see out of place.*

*Remember, the reason for the walk-about is to teach us to keep seeing the library with fresh eyes, make a report to everyone on where we can **all better merchandise together.***

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