## Williams Cycle – Part 1: Inventory

### What is Inventory?
- A complete list of textbooks on campus that should be reflected in Destiny
  - This year’s focus will be on barcoded textbooks
- Inventory opens November 1, 2020
- Users with Full or Limited Textbook Access can perform inventory

### Why is inventory important?
- Accuracy is key to Williams Sufficiency
- Identifies surplus
  - Surplus are quantities of instructional materials 10-15% over MiSiS enrollment
  - Surplus can be transferred to schools that need the title
- Creates precise Textbook Roadshow requests
- Organizes textbook room
  - Remove obsolete books
  - Remove unusable/damaged books

### By the numbers
- 103,391 books marked as lost in *Destiny Textbook Manager*
- $1,851,186.08 spent to replace the lost books during 2019-2020
- $1,589,735.27 saved by using surplus from the warehouse during 2019-2020

### Suggestions for schools
- Identify unusable books and delete barcodes (weed)
- Transfer/send surplus textbooks to the warehouse
- What can be done without Destiny Textbook Manager access
  - Check all classrooms and other rooms for missing books
  - Count the number of available consumables to prepare for roadshow
  - Box up all obsolete textbooks and surplus supplemental workbooks to send the warehouse

### ILTSS Plan for Fall/Winter 2020
- Support Schools with site visits by appointment
- Coach schools in achieving an effective and efficient inventory.
- If you would like ILTSS to come to your school, please email Kimberly Balala, kkr3219@lausd.net

### Related Resources
- BUL-6189.3, *Instructional Materials Inventory Control Requirements in All School* dated July 31, 2019

## By the numbers

<table>
<thead>
<tr>
<th>Metric</th>
<th>Value</th>
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<tbody>
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<td>Books marked as lost</td>
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<tr>
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## Destiny Tutorials
- [https://achieve.lausd.net/iltss](https://achieve.lausd.net/iltss)
  - Textbooks → Destiny Textbook Manager Tutorials
- [https://achieve.lausd.net/iltss](https://achieve.lausd.net/iltss)
  - Textbooks → Destiny Textbook Limited Access

## Limited Access
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