

Share Knowledge... Share Resources...

# LIBRARY USER GROUPS

**September 15, 2015 at 1:00 PM**

Presented by Autumn Roper

Northeast Ohio Management Information Network

# Welcome New Library Staff

- Badger ES – Heather Baldwin
- Conneaut Lakeshore Primary – Robin Million
- Grand Valley MS – Rose Nick
- Hubbard HS/MS – Megan Phiel
- Lakeview MS – Billie Gillespie
- Maplewood MS – Jennifer Webb

# Welcome New Library Staff

- Niles Intermediate – Amanda Hoover
- Southington – Rhonda Shaffer
- Warren McGuffey PK-8 – Rosanne Gosselin
- Lakeview MS (aide) – Denise Eckhart
- Conneaut MS – Danica Parma (left). *Library is currently staffed with a sub*

# FY16 Library Meeting Dates

- September 15, 2015
- October 20, 2015 – (Trish Baker, Super ICoach)
- November 10, 2015
- December 15, 2015
- January 12, 2016
- February 16, 2016 – (KAPCO Book Repair, 9-Noon)
- March 15, 2016
- April 12, 2016

# User Meeting Presenters Needed

- 10 volunteers are needed
- Sign-up today, determine topic(s) later!



# NEOMIN Updates

# NEOMIN Helpdesk Portal

- Login to Portal using domain and first.lastname:  
[districtland.neomin.net/first.last](http://districtland.neomin.net/first.last)
- Password is your NEOMIN email password
- Bypass the portal and open a ticket via email:
  - Send to: [infohio.support@neomin.org](mailto:infohio.support@neomin.org)
  - Do not change email subject when replying

# FY16 Library Training Schedule

## ■ Six NEOMIN-offered classes:

1. Overview for New Library Staff
2. Library Overdue Reports
3. Basic Cataloging & SmartPORT
4. Library Barcoding 101
5. Library Inventory Process
6. Statistics & Collection Analysis





# FY16 Library Training Schedule

- **Open Labs** (see Student Services open lab dates on NEOMIN calendar)
- Reminder: Sign-up for ***INFOhio Webinars***

# Fiscal/Faculty Updates

- Request a district update via Helpdesk
- All faculty will be removed and reloaded for the entire district

# Back-to-School Checklist for Librarians

- On Your Computer's Browser
- For Students and Teachers
- In SirsiDynix Symphony Workflows



# INFOhio Updates

# FY16 INFOhio Funding

200-465 (only showing INFOhio)	FY 14-15	ODE Request	As Introduced	As Signed
INFOhio	2,500,000	2,500,000	2,500,000	1,443,572

- One-time funding covers part of \$1,056,428 shortfall
  - ODE provided grant for essential digital content
    - Bookflix for grades PreK-3
    - Storia for grade 4
    - Libraries Connect Ohio partial contribution
    - ICoach regional program
  - ODE renewed the Internet Safety grant

# ohioNET Membership Savings

## Forward to Your Treasurer!

- Professional Development
- Equipment and Supply Discounts
- Electronic Resource/Database Preview

<http://www.ohionet.org>

# Old/New State Terminology

## OLD

- Ohio's New Learning Standards
- PARRC assessment

## NEW

- ➔ Ohio's Learning Standards
- ➔ AIR assessment

# INFOhio ICoach Regional Plan

- Regional managers
- Providers
- Super ICoaches
- ICoaches
- District Building (DB) ICoaches
- NEOMIN-Specific ICoaches












Regional Mgr.	<u>Jennifer Schwelik</u>	<u>Melissa Higgs-Horwell</u>	<u>Gayle Geitgey</u>	<u>Emily Rozmus</u>	Erica Clay	Brandi Young
<b>ITC/Region</b>	ACCESS, LGCA, NCC, <u>NEOMIN</u> , NEONET  Regions 3, 4, <u>5</u> , 8	OMERESA, SCOCA, SEOVEC, META  Regions 7, 11, 12, 14, 15, 16	META, HCCA, SWOCA  Regions 7,11,13	WOCO, MDECA, MVECA, NCOCC  Regions 6, 7, 10, 14	NWOCA, NOACSC, NOECA, NCC  Regions 1, 2 6	LACA, TCCSA, SPARCC  Regions 7, 8, 9,11
<b>Super ICoach</b>	<u>Trish Baker</u> -Regions 3, 4, <u>5</u> ,	Judy Tucker-Regions 7-part  Trish Baker-Regions 7, 11,16  Cathie Cooper-Regions 11 (part), 12, 14, 15, 16	Judy Tucker-Regions 7 (part), 13  , Trish Baker-Regions 7 (part), 11	Judy Tucker-Regions 6, 7(part), 10  Cathie Cooper-Region 14	Judy Tucker-Regions 1,2,6	Trish Baker-Regions-7 (part), 8, 9, 11
<b>ICoach</b>	Laurie Switzer, <u>Barb Reynolds</u> , <u>Bill Mullane</u> , <u>Tamra Dugan</u>	Judy Tucker Trish Baker, Bill Mooney Dave <u>Savastone</u> , Barb Moore, Peggy Whyte, Tracy Spires	Judy Tucker, Trish Baker, Bill Mooney, Allison Curran, SWOCA	<u>Deb Tschirhart</u> , Judy Tucker, Trish Baker, Liz <u>Wolfe-Eberly</u>	Judy Tucker, Lori <u>Slingerland</u> / <u>Greg</u> , Deb <u>Tschirhart</u>	<u>Tamra Dugan</u> , <u>Connie Sickels</u> , Trish Baker, Bill Mooney
<b>DB ICoach</b>	<u>69 DB ICoach</u>	91 DB ICoach	87 DB ICoach	52 DB ICoach	33 DB ICoach	47 DB ICoach

# INFOhio Toolkit Materials

- <https://www.infohio.org/educators/library/toolkit>

Educators / Library Staff / INFOhio Toolkit

<b>Bags (19)</b> 	<b>Bookmarks &amp; Posters (14)</b> 	<b>Flyers (34)</b> 
<b>Logos &amp; Graphics (26)</b> 	<b>Presentations (7)</b> 	<b>Technical Help (5)</b> 
<b>Widgets (12)</b> 		

# Back-to-School Updates

# Library Automation Updates



# Library Automation Updates

- New Java Workflows client (currently build 3.5.0.0.1259) applied over summer (*mostly MAC updates*)
- Workflows handbook updated
- CAT user interface changes

# Workflows Handbook Updates

- Changes to reports, OPAC, and client installation (MAC).
- All other Handbooks docs, screenshots, and footers updated as required.

# CAT/CAT Jr. – Summer Release

- CAT has undergone a complete renovation based on the newest HTML provided in v3.5 of Symphony
- CAT Jr. has seen only minor changes and has NOT been migrated to v3.5 base code yet

# Changes specific to CAT Jr.

- Feedback forum removed
- Discovery Portal replaced with ISearch
- Added new EAUDIO material type
- Increased the Lexile range to 1800



# CAT – Summer Release

The screenshot displays the CAT Jr. library search interface. At the top, there is a navigation bar with links for [Quick Search](#), [Advanced Search](#), [Visual Search 4 Kids](#), [Other Resources](#), [Review My Account](#), and [Reading Level Search](#). On the right side of the navigation bar, there are logos for [iSearch](#) and [CAT Jr.](#). Below the navigation bar, there are links for [Go Back](#), [Help](#), and [Logout](#).

The main search area includes three radio buttons for search type:  **Keyword**,  **Browse**, and  **Exact**. Below these are several input fields: a search box labeled "Search words:" with a light green background, a dropdown menu for "library:" set to "HERE", a dropdown menu for "item group:" set to "ANY", and a dropdown menu for "sort by:" set to "New to Old". There are also buttons for "all fields", "author", "title", "subject", and "series". At the bottom of the search area is a "Previous Searches" dropdown menu with the text "--Choose a previous query--".

Below the search area, there are two columns of recommendations. The left column is titled "What Others Are Reading" and lists: "Hottest title: [Albert Einstein](#)", "Hottest author: [Krull, Kathleen](#)", and "Hottest subject: [Einstein, Albert, 1879-1955--Juvenile literature.](#)". Below this is a link for "More items". The right column is titled "Have you Read?" and lists "Librarian Favorites".

Below the recommendations, there are two more columns. The left column is titled "Recommended Reading" and lists: "Buckeye Children's Book Award of Ohio", "Caldecott Medal (Children's)", "Newbery Medal (Children's)", "Michael L. Printz Award (YA)", and "IRA Children and Young Adult Book Awards". Below this is a link for "More recommended reading lists". The right column is titled "Best Sellers" and lists: "New York Times Children's Picture Books", "New York Times Fiction", "New York Times Nonfiction", "Publishers Weekly Children's Fiction", and "Christian Booksellers Association". Below this is a link for "More best seller lists".

At the bottom of the interface, there are links for [Go Back](#), [Help](#), and [Logout](#).

# CAT – Summer Release



- Removed Area Media Center from Other Resources.
- Corrected INFOhio ER and Other Resources URL in Other Resources

# CAT – Summer Release

- Removed obsolete New York Times Children Chapter Books from Best Seller List
- Removed Suggestion Box and Feedback Form

## Best Sellers

New York Times Children's Picture Books  
New York Times Fiction  
New York Times Nonfiction  
Publishers Weekly Children's Fiction  
Christian Booksellers Association  
Scholarly History  
Scholarly Humanities  
Scholarly Law/Justice  
Scholarly Literature  
Scholarly Science  
Globe and Mail Fiction  
Globe and Mail Non-Fiction  
Phi Beta Kappa Selections  
LA Times Fiction  
LA Times Nonfiction  
Library Journal Bestseller FICTION  
Library Journal Weekly Best Sellers NON FICTION  
Publishers Weekly Fiction  
Publishers Weekly Nonfiction  
Washington Post Fiction  
Washington Post Nonfiction

# CAT – Summer Release

The screenshot displays the CAT Jr. website interface. At the top, a dark blue navigation bar contains links for "Advanced Search", "Visual Search", "Kids", "Other Resources", "Review My Account", and "Reading Level Search". On the right side of this bar, the "Isearch" logo and "CAT Jr." are visible. Below the navigation bar, a light blue search area features radio buttons for "Keyword", "Browse", and "Exact". A search input field is present, along with a "library:" dropdown menu set to "HERE", an "item group:" dropdown menu set to "ANY", and a "sort by:" dropdown menu set to "New to Old". Below these are buttons for "all fields", "author", "title", "subject", and "series", and a "Previous Searches" dropdown menu. The main content area is divided into several sections: "What Others Are Reading" with links for "Hottest title: Albert Einstein", "Hottest author: Krull, Kathleen", and "Hottest subject: Einstein, Albert, 1879-1955--Juvenile literature."; "Have you Read?" with a link for "Librarian Favorites"; "Recommended Reading" with links for "Buckeye Children's Book Award of Ohio", "Caldecott Medal (Children's)", "Newbery Medal (Children's)", "Michael L. Printz Award (YA)", and "IRA Children and Young Adult Book Awards"; and "Best Sellers" with links for "New York Times Children's Picture Books", "New York Times Fiction", "New York Times Nonfiction", "Publishers Weekly Children's Fiction", and "Christian Booksellers Association". At the bottom of the page, a dark blue navigation bar contains links for "Go Back", "Help", and "Logout".

- Navigational images reverted back to text
- Removed Discovery Portal and replaced it with Isearch

# CAT – Summer Release

Quick Search   Advanced Search   Visual Search 4 Kids   Other Resources   Review My Account   **Reading Level Search**

Go Back   Help   Logout

## Reading Programs

Reading Program Search    Lexile Score Search

Include Lexile scores between

(minimum) and  (maximum)

Minimum score is 0; maximum is 1800

search term:

library:

Show Matching Books

- Expanded lexile range to 1800


# CAT – Summer Release

**Search Results**

all+fields "harry potter" search found 7 titles.

Keep All on this Page

1.  Keep  
Place Hold




**EBOOK FIC ROW**  
**Harry Potter and the Order of the Phoenix** [electron  
Rowling, J. K.  
[England] : Pottermore, [2012]  
2012

Visit/Download eResource Now

1 copy AVAILABLE at Delphos Jefferson High School

2.  Keep  
Place Hold



**FIC ROW**  
**Harry Potter and the half-blood prince** 1st American ed.  
Rowling, J. K.  
New York : Arthur A. Levine, 2005.  
x, 652 p. : ill. ; 24 cm.  
2005  
1 copy AVAILABLE at Delphos Jefferson High School

- Re-arranged results list
- Removed Show Details button

# CAT – Summer Release

The screenshot shows the top navigation bar with links for Quick Search, **Advanced Search**, Visual Search 4 Kids, Other Resources, Review My Account, and Reading Level Search. Below the navigation bar are links for Check, Help, and Logout. The main search area includes dropdown menus for Keyword, Title Words, Author, Subject, and Series, each with an adjacent 'And' dropdown. A Search button and a Reset button are located at the bottom left. On the right side, there is a 'Special Searches' section with links for Browse Call Numbers and Browse Headings.

- Moved Browse Call Numbers and Browse Heading search to Advanced Search page
- Removed “Check for Tests” in reading program search
- All pages now support customized library lists

The screenshot shows the 'Reading Programs' search interface. It features two radio buttons: 'Reading Program Search' (selected) and 'Lexile Score Search'. Below this is a dropdown menu for 'Reading Program' set to 'Reading Counts'. There are two input fields for 'Reading Level' with values '0.00' and '12.0', and two input fields for 'Reading Points' with values '0.00' and '99.9'. A 'search term:' input field is also present. At the bottom, there is a 'library:' dropdown menu set to 'HERE' and a 'Show Matching Books' button.

# CAT – Review of Changes...

- User Interface Changes
  - Migrated to v3.5 base code
  - Removed Special Search, INFOhio Resource, and Suggestion Box
  - Reading Level Search moved to Navigation Bar, librarian searches moved to Advanced Search
  - INFOhio eBook and DVC collections no longer available within OPAC



# CAT – Review of Changes...

- User Interface Changes (continued)
  - Removed table of availability and show details button from results list
  - Added EAUDIO material type
  - Removed “check for tests” in reading program search
- Coming Soon!
  - Help button will go to “Searching in CAT guide”
  - Several improvements to Reading Programs and Lexile search

# CAT Jr. - Updates

- User Interface Changes
  - Removed Feedback Forum button, Discovery Portal
  - Added ISearch to banner with access to INFOhio eBook and DVS collections
  - Added EAUDIO material type
  - Help button will go to “Searching in CAT Jr. Guide”
- Coming Soon!

# Sirsi Item Record Additions

- New categories added to item record: Curricular area, Grade level and Genre (to be activated at later date).

The Akhenaten adventure / Kerr, Philip.

Control Bibliographic Call Number/Item Bound-with

The Akhenaten adventure - Kerr, Philip  
FIC KER - LNMS  
30800140001550 - 1 - FICTION

Item Info Holds

Call number information

Call number: FIC KER Class scheme: ATDEWEYLOC

Call library: LNMS

Shadow call number

Item information

Item ID: 30800140001550 Copy number: 1

Type: FICTION Item library: LNMS

Shelf location: AVAILABLE Current status: AVAILABLE

Material type: BOOK Funding source: BOOKFAIR

Curricular area: ENGLISH Grade level: 05

Genre: Number of pieces: 1

# Report Enhancements

- One new report and various report fixes, updates, and additional features.
  - **PAT: Lost Items** (New Report)
    - Reports only lost items and associated users. Patron and Item information included on report.
  - **CAT: Shelf List**
    - Lexile and AR data in output options
    - Grade Level and Curricular area added to Item Selection tab

# CAT: Shelf List

## Example of Shelf List Output:

Call Number	Title	Lexile	Acc. Reader	Grade	Curricular
FIC KER	The Akhenaten adventure / by P.B.	Lexile value, 900 Metametrics.	Accelerated Reader MG 5.7 13.0 83024.	5	ENGLISH
FIC KIN	Diary of a wimpy kid : dog days / by	1010 Lexile.	Accelerated Reader/Renaissance Learning MG 5.2 3	5	ENGLISH

# Report Enhancements

## ■ PAT: List Users

- Added basic totals added to end of report
- Patron Status, Total Checkouts, Alt ID, and Birthdate added to output options
- Output Options screen issues corrected

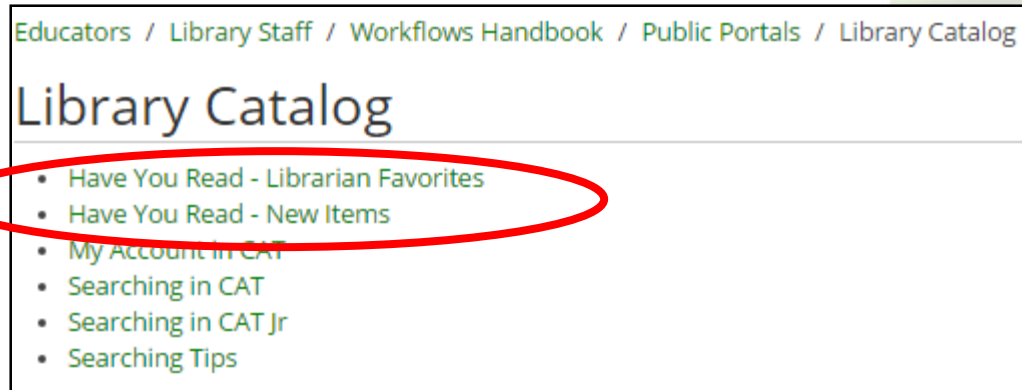
## ■ CIR: Active Loans

- Added basic totals to end of report
- Added option to select by call number (useful for textbook databases)
- Corrected spreadsheet page-break issue

# Report Enhancements

- CIR: Receipts
  - Many new options on bill-selection tab
- LBL: Item Labels
  - Date modified added to selection tab
- Librarian's Favorites
  - Added option to add items to selected library lists by barcode/ID
- CIR: Overdues and Notices
  - Total Amount Due / Balance Owed bug fixed

# Librarian's Favorites



- Located in the Workflows Handbook:  
Public Portals / Library Catalog Section



# Have you Read - Librarian's Favorites

- Allows for hand selection of titles to suggest to readers.

The image displays three screenshots of a library catalog interface, illustrating the process of selecting titles for a 'Librarian's Favorites' list. The background features a stack of colorful books.

The top screenshot shows the 'Information Desk' dropdown menu open, with 'FAV' selected. The menu options are: BOOKER, CALD, CHPTRBOOK, CLASSICS, COLLREADNG, EDGAR, FANTASY, and FAV. The 'Information Desk' tab is circled in red.

The middle screenshot shows the 'Information Desk' dropdown menu set to 'FAV'. The 'Type' selection options are: Bibliographic (radio button), Item (radio button, selected), and Order Line (radio button). The 'Information Desk' dropdown is circled in red.

The bottom screenshot shows the 'Item IDs' field, which is circled in red. The 'Item IDs' tab is also circled in red.

# Librarian's Favorites


- A link to the favorites appears on the basic search screen in CAT 2.0

- **Note:** *Not possible to set a single library.*


**Librarian Favorites** 4 items found

[Keep All on this Page](#)

1.  Keep  
[Place Hold](#)

 **RC 490**  
**Horton Hatches the Egg**  
Seuss, Dr.  
Random House : New York, N.Y, 1968  
55 p.  
1968  
2 copies AVAILABLE at TEST DLLD Elementary School and TEST We Love Our Elementary School

2.  Keep  
[Place Hold](#)

 **RC 280**  
**I am not going to get up today!**  
Seuss, Dr.  
New York, N.Y : Random, 1987  
40 p.  
1987  
2 copies AVAILABLE at TEST We Love Our Elementary School

# CIR: Overdues and Notices

Limit by amount billed:

Screenshot of the "Schedule New Reports : Schedule CIR : Overdues and Notices" window. The "Bill Selection" tab is highlighted with a red box. The "Amount billed" field is set to ">12.00" and is also highlighted with a red box. Other fields include "Library:", "Date billed:", and "Bill paid in full:" with radio buttons for "Yes", "No", and "Both".

Advantage – Able to pin-point a specific amount.

# Digital Content Updates



# Webinar Reminder

- Back-to-School Webinar available, “Think you’ve seen it all? Take a fresh look at INFOhio!”
- Reviews digital content changes in-depth
- Use PPT to review with your building staff!

# Digital Content Updates

- No longer available due to budget cuts:  
**Learning Express Library, Career Accelerator, and Workplace Skills for 21st Century Success**
  - Some of the content exists in OhioMeansJobs
  - A link to the test information in [OhioMeansJobs, K12](#) can now be found under the 6-8, 9-12 and All Resources tabs on INFOhio's website.

# Digital Content Updates

- Discovery Portal – Closed
  - Getting a major facelift and will also get a new name
  - Watch for **IDiscover** to be announced this fall
- EBSCO – New “Explora” Interface
  - Available now and can be found under the Resources by grade and All Resources buttons.

# Digital Content Updates

## ■ Science Online – New Interface

- Combines a dynamic new presentation with a science newsfeed, new content, and interactive experiments
- *Infobase Learning* is doing a 30 min. webinar on Sept. 29 at 2-2:30 PM. Registration:

<https://attendee.gotowebinar.com/register/8662683047851291393>



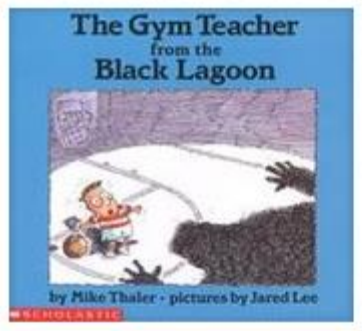
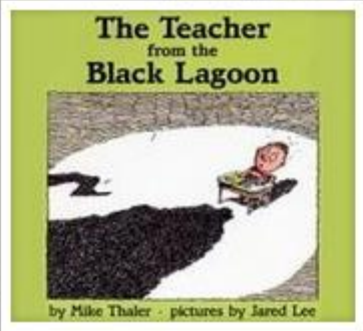
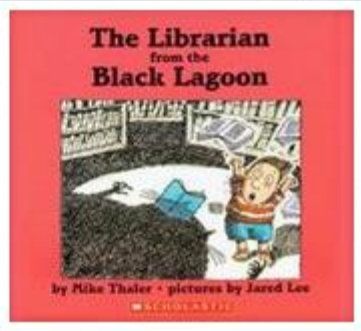
# Digital Content Updates

## ■ Bookflix – New Titles

- Listen and read. Storybooks, e-books, videos, games, and more. PreK-3
- **Fun fact:** *In 2014-15 it was the most used INFOhio resource, finishing the year with over 11 million uses*

# Digital Content Updates

- Bookflix – New Titles

 <p>The Gym Teacher from the Black Lagoon</p> <p>by Mike Thaler · pictures by Jared Lee</p>	 <p>The Teacher from the Black Lagoon</p> <p>by Mike Thaler · pictures by Jared Lee</p>	 <p>The Librarian from the Black Lagoon</p> <p>by Mike Thaler · pictures by Jared Lee</p>
PAIRED WITH "KEEPING FIT"	PAIRED WITH "THIS IS THE WAY WE GO TO SCHOOL"	PAIRED WITH "A DAY WITH LIBRARIANS"

# Digital Content Updates

- **Storia – No Interface Change**
  - Renewed by Digital Learning Grant through ODE
  - Content and collections created in 14-15 remain.
  - Teacher who move to another building in a district should create new access code. The account will move with the teacher.
  - Teachers who move to another district should create a new account by following the code request procedure.

# Digital Content Updates

- World Book – New Interfaces for Kids, Student, and Advanced
  - Research tools for quick research help
  - Text to speech
  - Lexiled articles
  - WB Kids uses predictive search strategy
  - WB Student and Advanced improved interface provides readability and additional graphics

# Digital Content Updates

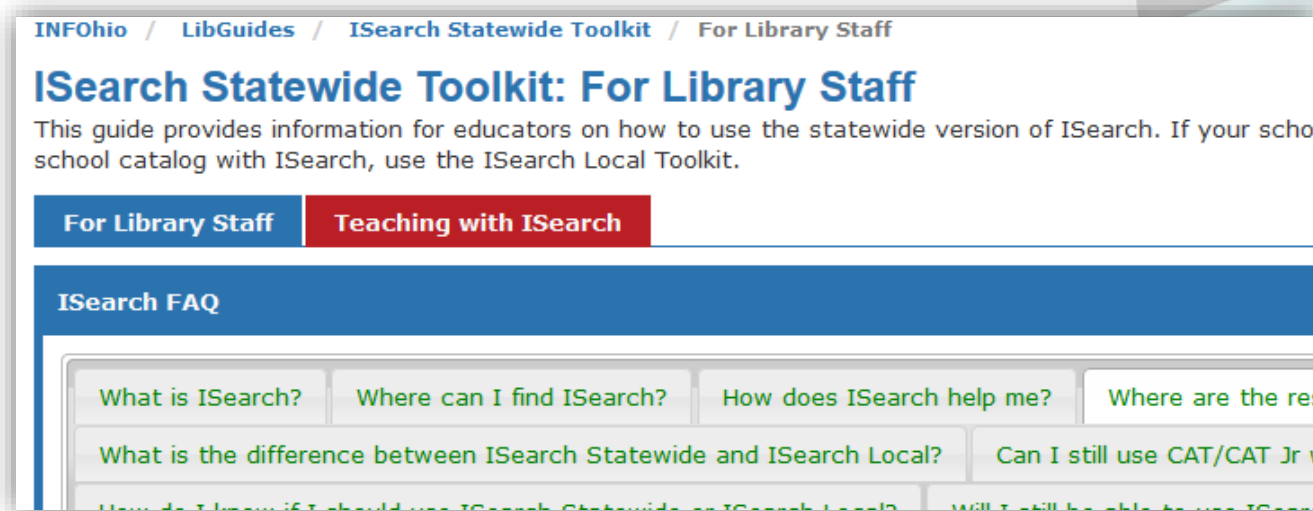
- ISearch – Content in tabs may change periodically
  - Find reliable information for your research projects with just one search.
  - Use the tabs to find encyclopedia, newspaper, magazine, and journal articles, primary source documents, videos, and ebooks at your reading level.
  - Does not search *Ancestry Online*, *Early World of Learning*, *Storia*, and *World Book's foreign language encyclopedias*.

# Digital Content Updates

## ■ ISearch

### ■ Review Educator LibGuide (New)

[http://libguides.infohio.org/isearchstatewidetoolkit\\_educators](http://libguides.infohio.org/isearchstatewidetoolkit_educators)



The screenshot shows a web page titled "ISearch Statewide Toolkit: For Library Staff". The breadcrumb trail at the top reads "INFOhio / LibGuides / ISearch Statewide Toolkit / For Library Staff". Below the title, a paragraph states: "This guide provides information for educators on how to use the statewide version of ISearch. If your school uses a school catalog with ISearch, use the ISearch Local Toolkit." There are two tabs: "For Library Staff" (selected) and "Teaching with ISearch". Below the tabs is a section titled "ISearch FAQ" containing a grid of question links such as "What is ISearch?", "Where can I find ISearch?", "How does ISearch help me?", "Where are the resources?", "What is the difference between ISearch Statewide and ISearch Local?", "Can I still use CAT/CAT Jr v...", "How do I know if I should use ISearch Statewide or ISearch Local?", and "Will I still be able to use ISea...".

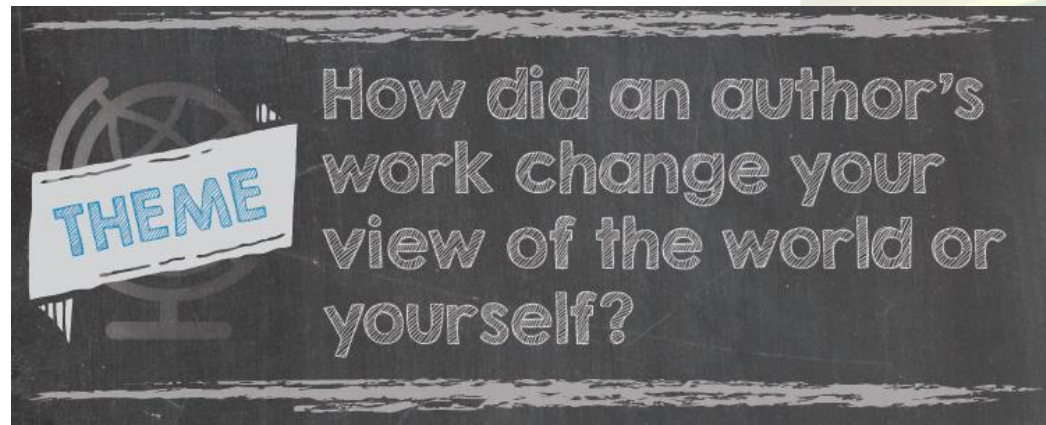
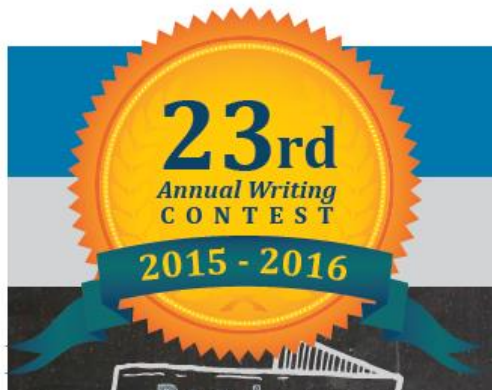
# INFOhio's 4<sup>th</sup> Annual Virtual Boot Camp

- August 4-5<sup>th</sup>, 2015 - Did you attend?



# Letters About Literature Contest

- Writing contest for grades 4-12
- Deadlines:
  - Grades 9-12 – December 4, 2015
  - Grades 4-8 – January 11, 2016





# Letters About Literature Contest

- Flyer – Emailed to NEOMIN library group
- <http://www.read.gov/letters/>
  - *Teacher Guide* available too!

# Open Discussion

# My little Equestrian!



# Next Meeting

October 20, 1-3 PM  
Presenter: Trish Baker,  
INFOhio Super ICoach