Library User Group September 26, 2019 1:30 PM – 3:30 PM

Presented by Autumn Dodson, Coordinator of Library and Special Education Services

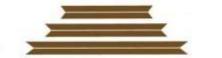


A lot has happened since I last saw everyone...





How old Keith and I feel...



IT'S GOOD To be back.





Welcome

- Attendance Sign-In
- Meeting Navigation
- Review of Handouts & INFOhio Materials



Introductions



INFOhio Guest Presenter





Melissa Solema

INFOhio Instructional Team Specialist





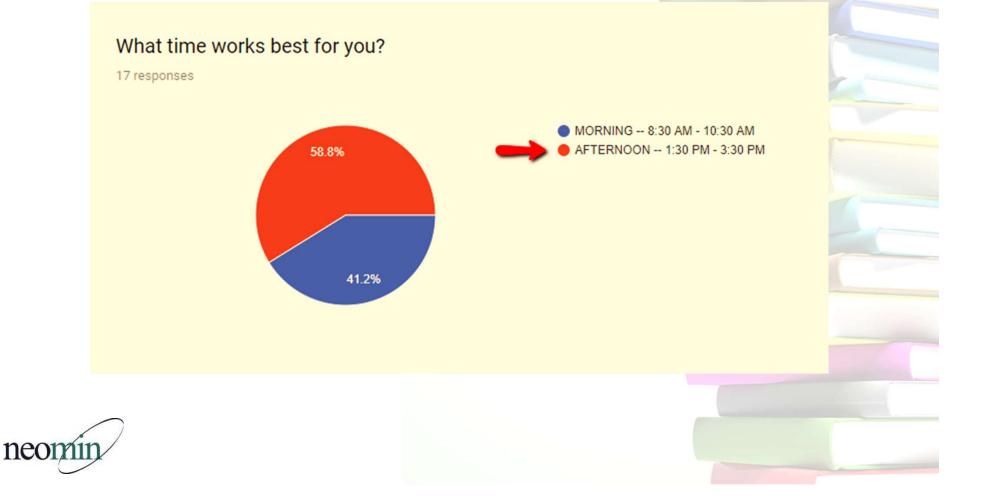
INFOhio Guest Presenter

• Melissa will discuss:

- INFOhio's Mission & Vision
- Tools & Resources
- PD & Training
- Support
- Focus on helping YOU navigate INFOhio's website to support the Fall 2019 PPT



2018 Library User Group Meeting Time Survey Results



Library User Group Meetings

• Eight meetings this school year

2019: Sept 26, Oct 22, Nov 19, Dec 172020: Jan 14, Feb 25, Mar 24, Apr 21



Library User Group Meetings

- Future meeting topics/training?
- Volunteers to present topics?
- Would you like to host at your library?
- Expand audience (curriculum directors, teachers)?





Status of NEOMIN Libraries

- NEOMIN Automation Summary
- Building Changes
- Staff Changes
- Library Contacts



NEOMIN Library Summary

- NEOMIN's service area includes:
 Trumbull County & Ashtabula County
- 23 Automated School Districts
- 53 Automated Library Buildings

https://www.infohio.org/opac/?neomin/



Building Changes

- Buildings that closed:
 - North Road Elementary School in Howland
 - Newton Falls Elementary School



Staff Changes

- Angie Cerenelli
 - Library Assistant
 - Moved from North Road Elementary School to Mines Elementary School
- George Lesnansky
 - Brookfield Local Schools Library Advisor
 - Oversees high school and elementary libraries



Library Contacts

2019-2020 Library Contacts



Building	County	FILLE	Last
Badger Middle School/High School (9-12) (5-8)	Trumbull	Heather	Baldwin
Badger Elementary School (PK-4)	Trumbull	Heather	Baldwin
Bloomfield High School (6-12)	Trumbull	Debbie	Gibbs
Mesopotamia Elementary School (PS-5)	Trumbull	Saundra	Lyons
Bristol Elementary School (PS-6)	Trumbull	Sharon	Homchosky
Brookfield High School (9-12)	Trumbull	Kathleen	Shaffer
Brookfield Middle School (5-8)	Trumbull	Kathleen	Shaffer
Brookfield Elementary School (K-4)	Trumbull	George	Lesnansky
Champion Central Elementary School (PS-4)	Trumbull	Patricia	Posey
Champion High School (9-12)	Trumbull	CLOSED	
Champion Middle School (5-8)	Trumbull	Sandy	Amoline
Gateway Elementary School (3-5)	Ashtabula	Karen	Mannion
Lakeshore Primary Elementary School (PS-2)	Ashtabula	April	Watts
Conneaut Middle School (6-8)	Ashtabula	Karen	Mannion
Prospect Elementary School (PS-3) (4-6)	Trumbull	Heather	Antonucci
Girard Sr High School (7-8) (9-12)	Trumbull	Marla	Maderitz
Grand Valley Elementary School (PS-4)	Ashtabula	Barbara	Rubosky
Grand Valley Middle School (5-8)	Ashtabula	Amanda	Glavickas
Howland High School (9-12)	Trumbull	Amy	Mark
Howland Middle School (6-8)	Trumbull	Laura	Rafaiani
Mines Elementary School (3-5)	Trumbull	Angie	Cerenelli
North Rd Elementary School (3-5)	Trumbull	CLOSED	
How land Glen Elementary School (PS-2)	Trumbull	Dawn	Villio
How land Springs Elementary School (PS-2)	Trumbull	Tammy	Sohayda
Hubbard High School (9-12)	Trumbull	Megan	Phiel
Hubbard Middle School (5-8)	Trumbull	Megan	Phiel
Hubbard Elementary School (PS-4)	Trumbull	Megan	Phiel
Jefferson Area Junior Senior High School (7-8) (9-12)	Ashtabula	TJ	Furman
Jefferson Elementary School (PS-6)	Ashtabula	Library Clos	ed
Rock Creek Elementary School (PS-6)	Ashtabula	Library Clos	
John F Kennedy High School (9-12)	Trumbull	Library Clos	ed
Bascom Elementary School (PS-2)	Trumbull	Stacey	Biery
Intermediate Middle School (3-5)	Trumbull	Carol	Shannower
LaBrae High School (9-12)	Trumbull	Carol	Sturgeon
Lakeview High School (9-12)	Trumbull	Andria	Morningstar-Gray
Lakeview Middle School (5-8)	Trumbull	Billie	Gillespie
Lakeview Elementary School (K-4)	Trumbull	Billie	Gillespie
E J Blott Elementary School/Liberty Commons (PS-4) (5-8)	Trumbull	Pati	Fergus
Liberty High School (9-12)	Trumbull	Library Clos	
Lordstown Elementary School (PS-6)	Trumbull	Genevieve	Gigliotti
Lordstown High School (7-12)	Trumbull	Library Clos	
Maplewood Middle School	Trumbull	Building Clo	
Maplewood High School (7-12)	Trumbull	Karen	Trukovich
Maplewood Elementary School (K-6)	Trumbull	Dixie	Knight
Baker Elementary School (3-6)	Trumbull	Deby	Cupp
Currie Elementary School (PS-2)	Trumbull	Julie	Sethman
Mathews High School (7-8) (9-12)	Trumbull	James	Parry



Let Autumn know of any changes.

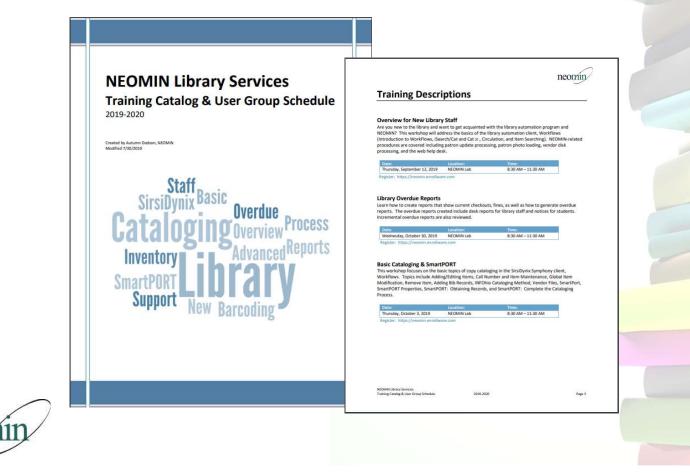


NEOMIN Library Training

• Course catalog available online:

https://www.neomin.org/library/2019-2020userGroups/2019-20Schedule.pdf

neor



NEOMIN Library Training

• 2019-20 Library Trainings:

- Overview for New Library Staff
- Library Overdue Reports
- Basic Cataloging & SmartPORT
- Library Barcoding 101
- Library Inventory Process
- Statistics & Collection Analysis





	INOLOGY SUPPORT USER GROUP BLOG	
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Library	Technology Support	
>>Library Applica	itions	
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WorkFlip © SirsiDyr 	Barcode Font (required for printing patron/item barcodes) View Library Policies (Instructions)	



https://neolibrary.weebly.com/library-technology-support.html

>>Library Applications

SirsiDynix Symphony - Integrated Library System



- Download Library Software (August 2019 Current version is Workflows 3.6.1.0J)
- . Workflows Installation Guide (click on "PC Workflows Installation", and then "Guide")
- Workflows IP Address: neomin.infohio.org
- NEOMIN Library Port Assignments
- Library Handbook & Video Tutorials
- Barcode Font (required for printing patron/item barcodes)
- View Library Policies (Instructions)

SirsiDynix MobileCirc



- Introducing MobileCirc PowerPoint
- MobileCirc Handbook
- Each device/computer that you wish to use MobileCirc needs to be registered with the activation key (Copy/Paste Activation Key: 547f54c3-115c-417a-9bcc-fe09a05a5bb5)

Step 1: MobileCirc License Activation Step 2: Proceed to MobileCirc



SirsiDynix BLUECloud Library Services Platform



- August 2019 BLUEcloud Pilot was 2018-19 school year. INFOhio and NEOMIN are working to setup this new library product during the 2019-20 school year.
- Watch the INFOhio BLUEcloud Cataloging and Circulation Product Demo

SirsiDynix StaffWeb



- NOTE: StaffWeb is no longer supported
- · StaffWeb is web-based access to SirsiDynix Symphony
- StaffWeb Documentation



INF@hio				=
		Welcome to NEOMIN Library Serv	ices	
Bloomfield Local Schools	•	1 joseph Badger Local Schools	•	1 Niles City Schools
Bristol Elementary School		1 LaBrae Local Schools	•	Pymatuning Valley Middle School
Brookfield Local Schools	•	Lakeview Local Schools		1 Southington Local Schools
Champion Local Schools	•	Diberty Commons	•	1 Trumbull Career and Technical Center
Conneaut City Schools	•	Lordstown Elementary School	•	Warren City Schools
Girard City Schools		Maplewood Local Schools		Weathersfield Local Schools
Grand Valley Local Schools	•	Mathews Local Schools		
Howland Local Schools		Newton Falls Exempted Village School	•	



BookMyne Library Catalog App



- Download the BookMyne app using your phone or iPad and search your library catalog.
- Note: This feature needs to be configured before using. Please open a web help desk ticket with NEOMIN Library Support.
- BookMyne Tipsheet

>>Widgets for Your School Website

Widgets are mini-applications that may be embedded in websites, blogs, wikis, etc. They are often dynamic and interactive. You may use widgets to subscribe to RSS feeds and other push content. INFOhio provides various widget generators.

- INFOhio Widgets & Apps
- iSearch Widget Generator



NEOMIN Help Desk

- Please create account, if you haven't done so
- Helpdesk link on NEOMIN's home page
- NEW Change in "Comments" via Portal
 - Step 1
 - Step 2



NEOMIN Help Desk

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INFOhio User Council - NEOMIN Representatives -

- 1. Rosanne Gosselin, McGuffey PK-8
 - Term expires June 30, 2020
- 2. Laura Henning, TCTC
 - Term expires June 30, 2021
- 3. Open Position
- 4. Open Position

INFOhio User Council - NEOMIN Representatives -

- Want to be a Representative?
- NEOMIN can have FOUR (4)
- Guidelines:

https://www.infohio.org/images/ZOO_DOC S/librarians/UsersCouncilGuidelines.pdf

 October 2 – User Council Meeting

Symphony Upgrade & Workflows Update

- Cumulative Release, so it included enhancements in:
 - Symphony 3.5.3
 - Symphony 3.6
 - Symphony 3.6.1
- NO BIG CHANGES! Some enhancements that probably do not apply to you...



3.5.3.1 Enhancements

UNI-38423

3 "Total price of checked out items" field

Do you use Receipt Printing?

A "Print sum of checked out item prices" option was added to due date and charge slips for the Checkout wizard. When enabled, this option causes WorkFlows to print a "Total price of checked out items" field on the patron's checkout slip. This field shows the total price of all the items that display on the checkout slip. This option can be useful for showing patrons the money they save by checking out books from your library instead of buying them. For more information, see the "Receipt Printing Properties" topic of the WorkFlows Online Help.

Additionally, support for the "Total price of checked out items" field has been added to email templates for checkout receipts. For more information, see the "Configuring Checkout Receipt Email Template Files" topic of the WorkFlows Online Help.

Do you use holds?

3.5.3.1 Enhancements

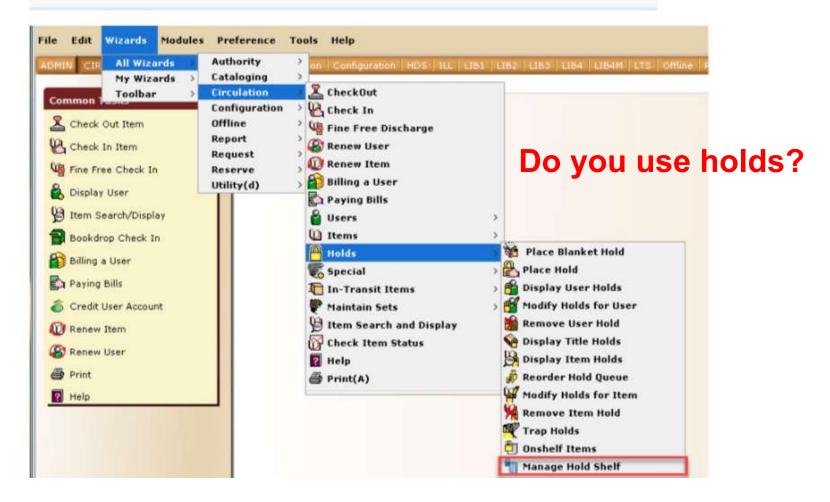
UNI-33851 Exclude closed days and closed dates while calculating expiration of available holds

A new option, "Do not count closed dates when calculating the expiration date of available holds", has been added to the Library policy. This attribute determines whether or not closed dates and closed days count when SirsiDynix Symphony calculates the date an available hold expires. For more information, see the "Library Wizard" topic of the WorkFlows Online Help.

3.6 Enhancements

UNI-40850 Manage Hold Shelf wizard

A new wizard, Manage Hold Shelf, has been added to the Circulation module. This wizard is used to view and process holds currently on the hold shelf. For more information, see the "Manage Hold Shelf Wizard" topic of the WorkFlows Online Help.



3.6.1 Enhancements

UNI-40115 Place multiple holds on a single title

Users can now place multiple holds on the same title, as long as the hold map associated with the title has been configured to allow it. For more information, see the "Hold Map Wizard" topic of the WorkFlows Online Help.

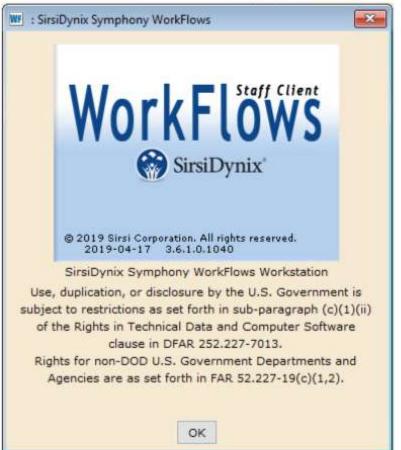
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Example where this might be of value:

FACULTY patrons that need multiple copies of the same title for a classroom project.

WorkFlows Update

- Reminder: 3.6.1 requires full administrative privileges to update WorkFlows to Symphony 3.6.1
- How do users upgrade WorkFlows to 3.6.1?



WorkFlows Update

How do users upgrade WorkFlows to 3.6.1?

£.,

• Phase 1: Use Update Staff Client:

WF SirsiDynix Symphony WorkFlows

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Questions about the Workflows Update?



OLD CAT

Q.

Rough INFOhio OPAC Timeline

 1998 – I started at NEOMIN (21 years ago), MultiLIS OPAC...

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0	CN =	Call number		DEnter : science life OR life sci*	C
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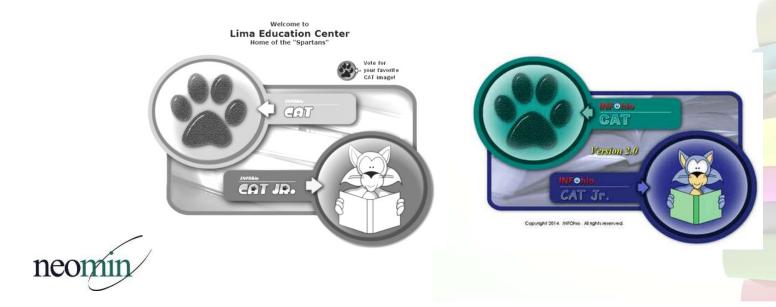


Cat/Cat Jr. are "OLD"

2001 – Cat/Cat Jr. (Web2 technology)



• 2009 – Cat/Cat Jr. 2.0 (e-Library)





 December 2015 – NEOMIN began implementing their first ISearch schools

"Search nearly all of INFOhio's trusted electronic resources and your school library catalog with just one click using ISearch."





Do you use ISearch in your library?



It's time for "Cat" to retire...

- Cat is 18 years old!
- Cat to expire July 1, 2020
- ISearch will permanently take it's place
- Cat Jr will remain until a replacement is found

What changed this year? ISearch, Cat & Cat Jr

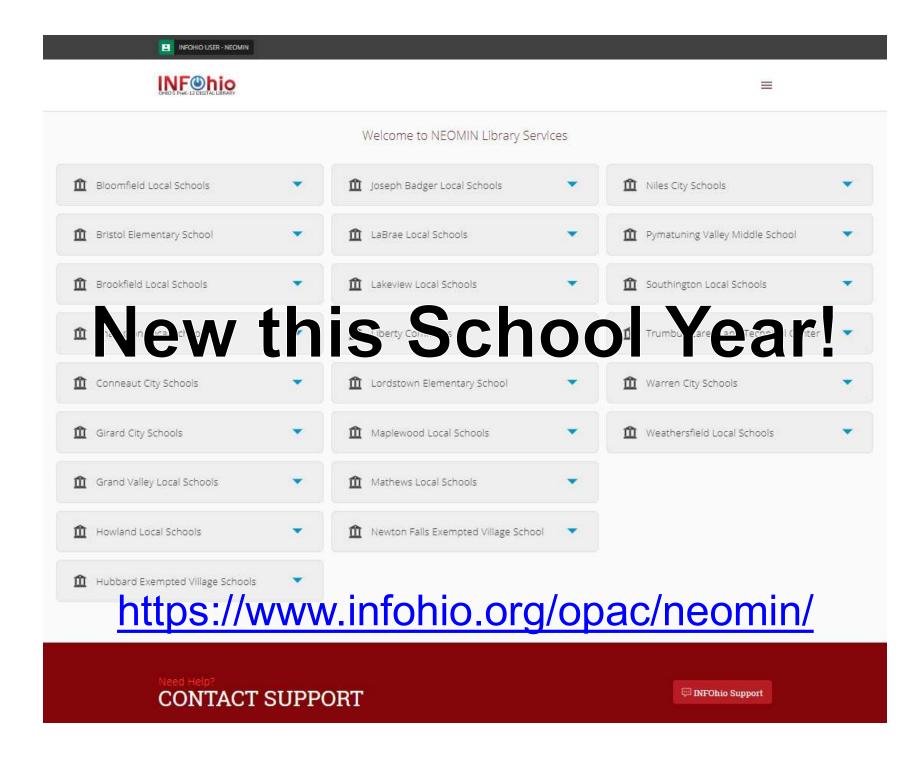


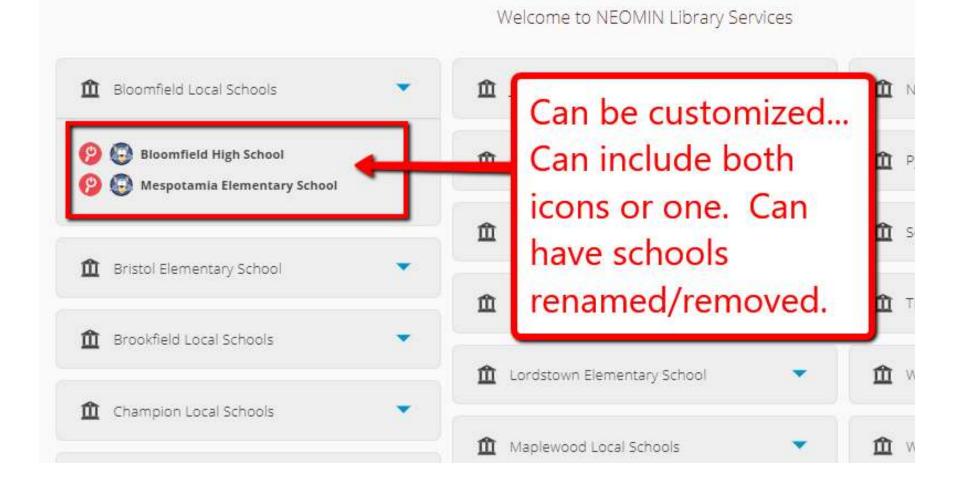
ISearch, Cat & Cat Jr.

- Goals:
 - Encourage more users to use ISearch
 - Improve user experience
 - Simplify maintenance
 - Simplify support
- New welcome pages
- Focus on ISearch & Cat Jr. minimize Cat
- All interfaces still available
- New library list pages (/opac)
- Provider Data Repository for ITC Providers

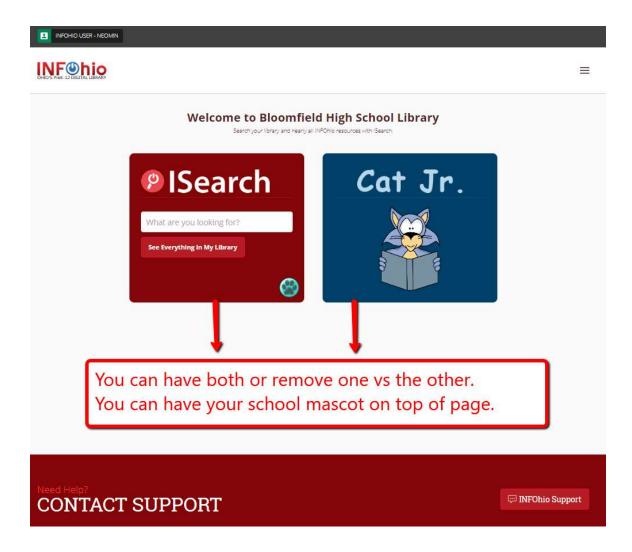


Shout out to INFOhio for their hard work!



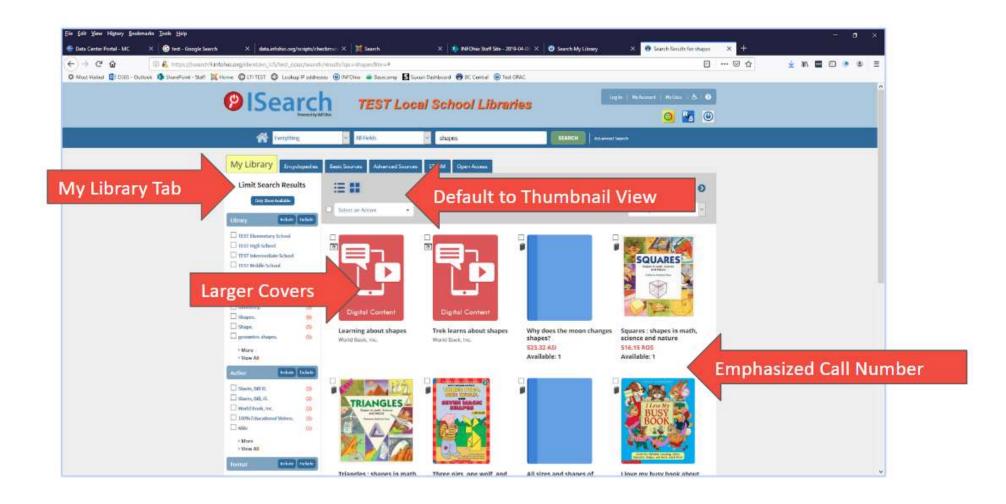


New Welcome Pages



ISearch Enhancements

- Default to thumbnail view
 - Simplified thumbnail view for easier reading
- Overall look updated to improve readability
- Updated book cover images/ larger
- Emphasized Call Number
- Emphasized My Library Tab
- Ability to set default views



ISearch Enhancements * COMING SOON *

- New filters: AR/Lexile/Reading Program/Genre and more
- Other filters reordered with the most commonly used filters at the top
- Availability will be prominently displayed in all results and detail views



ISearch Enhancements – Coming this Fall

- In late Fall, testing will begin on a mobile version of ISearch
- Take time to review ISearch and open a ticket with concerns or changes for your library
- One thing I did notice...

ISearch Book River Issue?

- From the new ISearch landing page, the link to iSearch bypasses the Book River (if setup). This is also true if you use the ISearch widget.
- Once ISearch sits idle for awhile, the screen reverts to the book river.

ISearch Book River Issue?

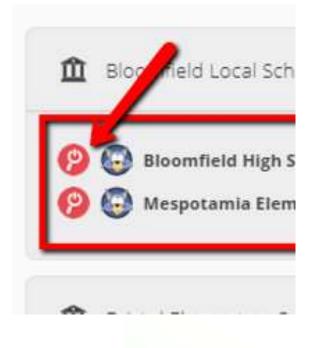
Examples:

Middle School ISearch landing page: https://www.infohio.org/opac/?NEOMIN/LAK/LAKMS

Middle School Book River ISearch page: https://isearch2.infohio.org/client/en_US/neom_lak_lakms/

ISearch Book River Issue?

 INFOhio will make the ISearch icon link to the Book River landing page





INF@hio BLUECIOUO

NEOMIN BLUEcloud Pilots

- NEOMIN piloted January 2019
- Participants Megan Phiel (Hubbard), Billie Gillespie (Lakeview), and Karen Trukovich (Maplewood)
- Anyone can now use BLUEcloud Cataloging and Circulation

Which are you?

BLUEcloud blowing in...



Just feel like this in general? "What the heck is BLUEcloud?"



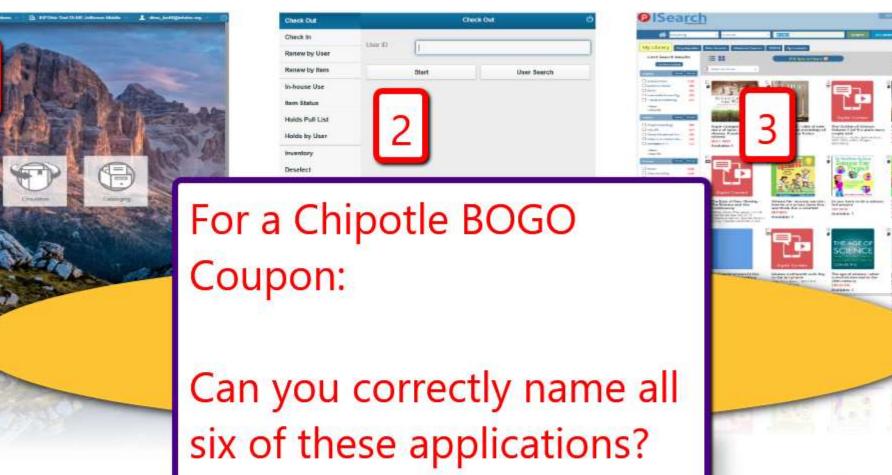
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Or do you welcome change?

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Traditional Products

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BLUEcloud vs Traditional

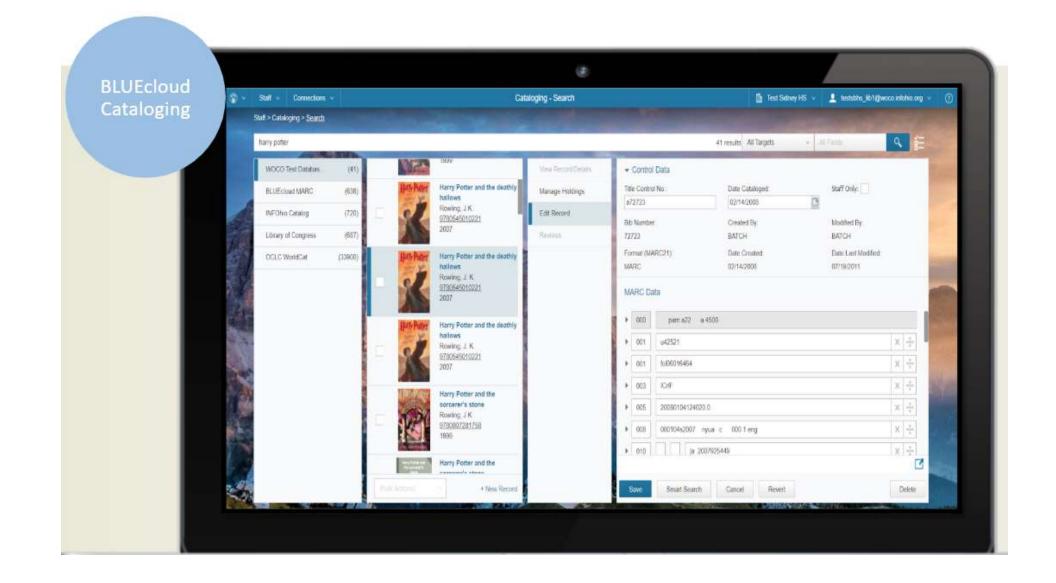
- The BLUEcloud suite of products represent all the latest additions to INFOhio's Library Services Platform from SirsiDynix.
- It includes ISearch for library patrons, and for library staff, MobileCirc and new BLUEcloud Central, which is the central hub for staff access to BLUEcloud Cataloging and BLUEcloud Circulation.

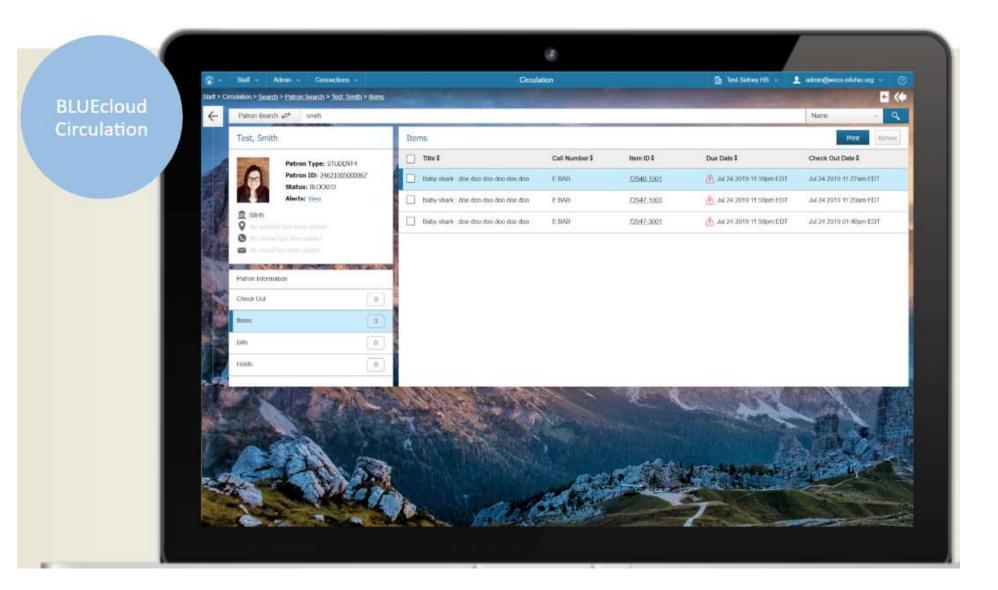
BLUEcloud vs Traditional

 This software suite is not an all or nothing choice. In fact, you could decide that the only thing you like about Circulation is how easy intransit items can be corrected in the system, and that's all you want to use! Or, you may love BLUEcloud Cataloging and choose to do all of your cataloging in BLUEcloud, but continue using WorkFlows for Circulation when classes come down to the library. It's up to you!

BLUEcloud vs Traditional

- The BLUEcloud suite is browser-based and does not require you to install software like WorkFlows does.
- MobileCIRC is the one exception, as the mobile app version is what allows you to continue circulation and inventory functions even when an internet connection is unavailable!.





Mobile Circ

Check Out			(Check Out	(
Check In Renew by User		2612001902754 astName, First	Attn: Address: City:	MOM and DAD 1234 Main St Anytown		
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Add User						
Modify User						



How Do I Get Started with BLUEcloud products?

Contact your INFOhio Provider

- Your Provider will work to coordinate your setup.
- Your Provider can discuss local training options.

Watch for these additional BLUEcloud resources coming soon.

- Go to <u>https://www.infohio.org/campus</u>
 - Click on "INFOhio Learning Pathways" then click on "BLUEcloud Learning Pathway".
 - Cataloging will be available first.
 - Circulation will be available next.
 - MobileCIRC is on the list to be worked on.



INF@hio BIUFC **October Meeting Focus**

Questions, Concerns, or Comments?



Let's take a 5 minute break!